VERMILION COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
November 15, 2011
6:00 PM

Present: Jason Asaad, Judi Benjamin, Dr. Jane Cooney, Lori DeYoung, Ivadale Foster, Brenda Larson and Jim Meharry.

Absent: Dr. Karen Broaders, Dr. Todd Miller and Connie Ostrander.

The meeting was called to order by President Judi Benjamin at 6:06 PM.

Dr. Karen Broaders, Dr. Todd Miller and Connie Ostrander asked to be excused from tonight’s meeting.

A motion was made to allow Ivadale Foster to attend the meeting by telephone.

Motion: Jason Asaad
Second: Dr. Jane Cooney

Motion carried unanimously.

A motion was made to approve the agenda as amended.

Motion: Brenda Larson
Second: Dr. Jane Cooney
Motion carried unanimously.

A motion was made to approve the regular and executive minutes of the August 16 meeting and the October 4 special meeting as presented.

Motion: Dr. Jane Cooney
Second: Lori DeYoung
Motion carried unanimously.

Fiscal Status

Donna Dunham reviewed the Budget and Expenditure reports and the cash flow statement. She reported that our cash balance is very good. We did not have to ask for early tax distribution from the County. The regular tax distributions were received in September and October.

A motion was made to approve the Budget and Expenditure report and cash flow statements for August and September 2011 as presented.

Motion: Dr. Jane Cooney
Second: Jason Asaad
Motion carried unanimously.
Old Business:

Shirley Hicks informed the Board of Health that the language on the ordinance that charged fees for Water Sample Collection (when collected by Health Department staff), Plan Review for extensive remodeling or new construction of food operations requiring a permit and Food Sanitation re-check fee for restaurants found with critical violations that was passed at the August 16, 2011 meeting was passed by the County Board with sunset language added. The sunset language stated that the fees would be reviewed in November of 2013 at which time it would be decided if the fees would be extended.

President, Judi Benjamin informed the Board that she did not receive the renewal for application to the Board of Health and when she asked the County Board about it, she was informed that the application was sent to an old address. She was told that it was too late to file.

Shirley Hicks informed the Board that there is still a vacant position on the Board – one that was previously filled by Dr. Warner. The statute states that we are required to have 2 physicians on the Board and we currently have Dr. Miller and Dr. Broaders. We are required to have one dentist on the Board and Dr. Jane Cooney fulfills that requirement. Consequently, the open position does not have to be a physician.

Chairman McMahon has stated that he will wait on an opinion from the State’s Attorney’s office regarding this issue before he decides whether to appoint a physician or someone else to the open position. The topic of the Board of Health not having any representation from the northern part of the County was discussed.

Shirley Hicks reported that we have two new Board of Health members – Carla DeAngelis filling Judi Benjamin’s appointment and Bob Jones filling Jim Meharry’s appointment. They will be sent welcome packets with information about the Board of Health prior to their first official meeting in January since the Board does not meet in December.

Ivadale Foster, Jason Asaad and Jim Meharry were the three members of the nominating committee for officers for the 2011 – 2012 fiscal year. Judi Benjamin had agreed to retain the office of president, however, since she was not reappointed to the Board, Ivadale Foster asked Lori DeYoung if she would be willing to take the position of President. Lori said she would accept the nomination. Discussion ensued.

Ivadale Foster presented the following slate of officers for Fiscal Year 2011 – 2012:

Lori DeYoung – President  
Jason Asaad – Vice President  
Ivadale Foster – Secretary

President Judi Benjamin asked if there were any nominations from the floor.
President Judi Benjamin asked a second time if there were any nominations from the floor.

President Judi Benjamin asked a third time if there were any nominations from the floor.

Being none, nominations were closed.

A motion was made to accept the slate of officers as presented.

Motion: Jason Asaad
Second: Lori DeYoung
Motion died with 3 ayes – Ivadale Foster, Jason Asaad and Lori DeYoung - and 3 nays – Brenda Larson, Jim Meharry and Dr. Jane Cooney. Judi Benjamin abstained.

Shirley Hicks told the Board that from a business and operational standpoint, it would be best for the operational functions of the Health Department to elect the slate of officers at this meeting so that at the January meeting the Board would be ready to meet and discuss the issues of the Health Department. Discussion ensued.

A motion was made to vote again for the presented slate of officers.

Motion: Dr. Jane Cooney
Second: Jason Asaad

A roll call vote was taken and recorded as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Brenda Larson</td>
<td>No</td>
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<tr>
<td>Dr. Jane Cooney</td>
<td>Yes</td>
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<tr>
<td>Lori DeYoung</td>
<td>Yes</td>
</tr>
<tr>
<td>Jason Asaad</td>
<td>Yes</td>
</tr>
<tr>
<td>Jim Meharry</td>
<td>Yes</td>
</tr>
<tr>
<td>Ivadale Foster</td>
<td>Yes</td>
</tr>
<tr>
<td>Judi Benjamin</td>
<td>No</td>
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</tbody>
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The motion carried 5-2.

New Business:

Shirley Hicks reported that annual report for FY 2010 is at the printer. She pointed out that is was an “ugly” report since so many programs were terminated and more that half of the staff lost their jobs. She did not feel it was appropriate to dedicate the report to anyone since it was not a report that she felt she wanted to tie to anyone for such an unsettling year.
Shirley Hicks informed the Board that she had been approached by other organizations within the community (Center for Children’s Services, Community Action, District 118) for the Health Department to write for grant monies specifically designed for at risk communities. Through a community collaborative, the grant calls for an intake coordinator to take information from clients, assess their needs and distribute the information to the agency that would best fulfill the clients’ needs. The needs would be addressed through home visiting services within the community. Since the Health Department does not have home visiting services, the other community agencies believe that the Health Department is the ideal agency to have this intake coordinator. Ms. Hicks informed the agencies that with our recent downsizing, it probably was not the best time to try to add a staff person. The agencies wrote for the grant knowing that the Health Department may not be able to participate in the collaborative and Vermilion County received the grant.

The amount we requested was $55,000. We accounted for fringes such as FICA, IMRF and Health Insurance. However, if the grant ends, there will be no funding for unemployment and the Health Department can not take on this expense. We are waiting on the signed contract before we bring this to the County committees and to the County Board.

A motion was made to accept the MIECHV grant in the amount of $55,000.

Motion: Jim Meharry
Second: Dr. Jane Cooney
Motion carried unanimously.

Shirley Hicks will be out of town for the Board of Health meeting scheduled for January (17th) and asked to move the meeting to the following Tuesday, January 24th. The Board agreed and the meeting has been moved to January 24th at 6:00 PM.

Items of Information

Shirley Hicks informed the Board that we ordered 1,500 doses of influenza vaccine and we have no doses left. She wanted to commend the staff for another smooth year with the flu clinics.

Ms. Hicks told the Board that we have had a chicken pox outbreak. We have had 11 reported cases and they have all been epi-linked together. Some were reporting evidence of chicken pox in the past but were being diagnosed again which is highly unusual. Others reported being diagnosed with chicken pox but had proof of prior vaccination.

Brenda Larson left at 7:25 PM.

Ms. Hicks reported that we are at full staff.
We have a WIC site visit scheduled for November 16 - November 18. We will report on the outcome at the January meeting.

We have a new phone system in place. We are leasing it for 5 years and then we will purchase it for $1. Our old system was 16 years old, obsolete, in poor working order and it was nearly impossible to get parts for it.

Through a working collaborative with the University of Illinois nursing students, we have launched WIC into Facebook. It is another method to reach out and connect to our target population.

We are preparing for IPLAN (Illinois Project for Local Assessment of Need). Jenny Trimmell, Shirley Hicks, Melissa Rome and Dr. Krista Jones from University of Illinois will be working diligently to complete all of the required components that are required for our recertification and designation as a local health department by next summer. The IPLAN must be submitted to the State by June 2012 to meet all of the review deadlines before November, 2012.

A motion was made to adjourn.

Motion: Jim Meharry
Second: Dr. Jane Cooney
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham
Recording Secretary

Ivadale Foster
Secretary, Board of Health