

**VERMILION COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
June 25, 2013  
6:00 PM**

Present: Jason Asaad, Dr. Jane Cooney, Carla DeAngelis, Dr. Lori DeYoung, Ivadale Foster, Bob Jones, Dr. Holly Maes and Molly Nicholson.

Absent: Dr. Karen Broaders, Connie Ostrander and Bill Wright.

Meeting was called to order by President Lori DeYoung at 6:04 PM.

Ivadale Foster had requested to attend the meeting by phone.

A motion was made to accept Ivadale Foster into the meeting by telephone.

Motion: Bob Jones  
Second: Jason Asaad  
Motion carried unanimously

The Agenda was amended. The two items under Old Business – We Choose Health 1<sup>st</sup> Annual Walk for Vermilion County and Electronics Recycling Event Report were moved to Items of Information C and D.

A motion was made to approve the agenda as amended.

Motion: Molly Nicholson  
Second: Bob Jones  
Motion carried unanimously.

Dr. Holly Maes was introduced to the rest of the Board as our newest Board member.

Gary Weinard, Vermilion County Chairman, was introduced to the Board. Mr. Weinard expressed an interest in maintaining a strong Health Department.

A motion was made to approve the minutes of the April 23, 2013 meeting as presented.

Motion: Carla DeAngelis  
Second: Jason Asaad  
Motion carried unanimously.

## Fiscal Status

Shirley Hicks reviewed the Budget and Expenditure and Cash Flow reports for May 2013.

Ms. Hicks addressed the overage in the supply line 4238 Special Circumstances. There is a \$33,328.49 negative balance for that line. For the past two years we have been advised by the Auditor and Chairman of the Board to run the Foth payments for the Brownfield consulting through this line and once it can be determined the amount that is needed for the current year we were to request a budget amendment. In the past two years we have been allowed to go over the budgeted line and do business with a negative balance in the line until the Amendment was passed usually in September of October.

We have been informed by the Auditor that we can no longer do this. We are not allowed to put the category in a negative balance due to the change in the Board last December. This came as a surprise and has left us in a tough position with supply orders. We currently only have around \$1,300 in the supply category line. We will be presenting the Budget Amendment later in the meeting.

The Brownfield grant is a pass-through grant. We are not allowed to retain any of the money. As the consultants bill us for work completed, we request payment from the EPA. Once the payment is received, we then pay the consultants.

The Repair and Maintenance line only has approximately 20% of the line left to expend. Shirley Hicks explained that the contracts come due early in the fiscal year so this line appears over expended at this time. However, there are very few maintenance contracts left to pay through November 30, 2013.

Printing is over expended by \$196. Donna Dunham will be requesting a line item transfer from the Auditor. Since the overage can be taken out of another supply line, a Budget Amendment will not be necessary.

Equipment shows that 80% of this line item has been expended. We purchased a Photo Identification System to help identify employees versus volunteers in the event of a pandemic. We can also check credentials of volunteers to ensure they are qualified to perform the duties assigned. We purchased this system with excess Public Health Emergency Preparedness funds.

A motion was made to accept the Budget and Expenditure Report for April and May 2013.

Motion: Jason Asaad  
Second: Molly Nicholson

Motion carried as follows:

Jason Asaad	Yes
Dr. Jane Cooney	Yes
Carla DeAngelis	Yes
Dr. Lori DeYoung	Yes

Bob Jones	Yes
Molly Nicholson	Yes
Dr. Holly Maes	Yes

Shirley Hicks gave an update on our grant awards. We have been notified that we will our PHEP grant will be decreased this year. Last year we were awarded \$69,457 for 11 months. For grant FY 2013 we will be awarded \$64,770 for 12 months. There are some Local Health Departments that are not taking the PHEP grant this year. Ms. Hicks called the State to see if there would be any increase to the Health Departments who are applying for this grant. The State has informed her that at this time there is no indication that the award will be increased.

Ms. Hicks informed the Board that due to the fact that we have had a great relationship with the WIC State Staff and have provided excellent service throughout the years, our WIC budget is only \$1,200 less that the FY 2013 budget. Our award for State FY 2014 is \$432,543. We have been informed that unless our caseload increases our 2015 budget could take a significant hit.

**Old Business:**

None

**New Business:**

Shirley Hicks presented a Budget Amendment for \$187,840 to cover expenses associated with the Brownfield grant as was discussed earlier in the meeting. Discussion ensued regarding the Brownfield grant.

A motion was made to accept a Budget Amendment in the amount of \$187,840 to the 2012 – 2013 budget.

Motion: Bob Jones  
 Second: Dr. Holly Maes  
 Motion carried as follows:

Jason Asaad	Yes
Dr. Jane Cooney	Yes
Carla DeAngelis	Yes
Dr. Lori DeYoung	Yes
Bob Jones	Yes
Molly Nicholson	Yes
Dr. Holly Maes	Yes

Ivadale Foster joined the meeting at 6:25 PM.

Shirley Hicks informed the Board that some members will be required to file for Board Membership in probably September or October this year. The ones up for reappointment are Dr. Karen Broaders, Dr. Lori DeYoung, Ivadale Foster (appointed yearly) and Dr. Holly Maes. Dr. Maes will have to reapply this year because the term she was appointed to is up this year.

Dr. Lori DeYoung informed the Board that she will not be seeking reappointment.

Shirley Hicks informed the Board of a new grant available within the next few months. This grant is being made available to agencies willing to assist local residents in enrolling in the Affordable Care Act Insurance Options. If we choose to apply and are awarded this grant it would be in excess of \$200,000. There are approximately 11,000 people within our community identified as not having insurance. This grant would be utilized to hire 3 new positions and move a current employee into a supervisory capacity. However, there is a chance that even if awarded, we would not be able to accept the grant because of adding employees. The County Board may not want to make those additional positions available.

The Illinois Public Health Administrators association has written for this grant and if awarded, it would be distributed to the local Health Departments.

Discussion ensued on the Affordable Care Act.

The generator on the Health and Education Building has not been maintained. At the present time, it has some problems. We are trying to determine if it is the County's responsibility to check and maintain it or if it is the Health Departments. Whatever is determined, we need it as a backup for keeping our vaccine cool in the event of a power outage.

Linda Anstey has informed us that it is now possible for them to determine long distance charges on our phone bill. We currently only pay for line charges. Therefore, we can anticipate our phone costs increasing in the near future.

Shirley Hicks and Donna Dunham have begun budget preparation for 2013 – 2014 County Fiscal Year. We are awaiting salary increase information not only for 2013 – 2014 but also for union increases for 2012 – 2013. The union contract was up for negotiation November 30, 2012 and has not been settled. Once we know what the increases are, we will be able to move forward.

#### **Items of Information:**

Shirley Hicks told the Board that she hoped to have the budget ready for them at the July 16<sup>th</sup> meeting. If we have it complete and can vote on the budget, we will not have to have an August meeting. September 17<sup>th</sup> would be the next board meeting. There would be none in October and the November 19<sup>th</sup> meeting would be our annual meeting. President DeYoung encouraged all board members to attend so that we will have a quorum.

A motion was made to adjourn the meeting.

Motion: Carla DeAngelis

Second: Jason Asaad

Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham  
Recording Secretary

Carla DeAngelis  
Secretary, Board of Health