

**VERMILION COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
June 17, 2014
6:00 PM**

Present: Jason Asaad, Dr. Wes Bieritz, Carla DeAngelis, Ivadale Foster, Bob Jones, Dr. Holly Maes, Molly Nicholson and Bill Wright.

Absent: Dr. Karen Broaders, Dr. Jane Cooney and Connie Ostrander.

Meeting was called to order by President Jason Asaad at 6:07 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: Molly Nicholson
Second: Dr. Wes Bieritz
Motion carried unanimously

A motion was made to approve the agenda as presented.

Motion: Bob Jones
Second: Dr. Holly Maes
Motion carried unanimously.

A motion was made to approve the minutes of the May 20, 2014 meeting as presented.

Motion: Molly Nicholson
Second: Carla DeAngelis
Motion carried unanimously.

Fiscal Status

Donna Dunham reviewed the Budget and Expenditure and Cash Flow reports for May 2014. She pointed out that we have a negative entry in equipment for May. This is an error on the Auditor's part. Donna had sent an adjusting entry to remove \$55.10 from the equipment line that had been posted to the equipment account in error and when the Auditor made the adjustment, she made the entry for \$5,510.00. Donna has notified the Auditor of the error and she will reverse the entry in June and make the correct entry. Our original budgeted amount for equipment is \$3,855.00.

Our cash balance is still healthy. The State continues to keep up with the grant reimbursements.

Dr. Wes Bieritz noted that the amount purchases in consumable supplies was rather large. Donna indicated that we have had additional purchased due to expenses associated with the West Nile Virus and WIC. This is not the norm. Supply expenses will not normally be this high.

Bill Wright clarified that the mistake was the Auditor's and Donna Dunham confirmed this statement. He wondered why the Auditor did not catch it. Donna Dunham said that she did not know why but as soon as she received the monthly report, she called the Auditor and notified her of the error. Due to the error, a couple of the Board Members were not comfortable approving the Financial Statements as presented.

A motion was made to accept the Cash Flow Budget and Expenditure Reports for May 17, 2014 as presented.

Motion: Dr. Wes Bieritz
Second: Bob Jones

Motion carried with 6 yes and 2 no votes as follows:

Jason Asaad	Yes
Carla DeAngelis	Yes
Molly Nicholson	Yes
Dr. Wes Bieritz	Yes
Dr. Holly Maes	No
Bob Jones	Yes
Bill Wright	No
Ivadale Foster	Yes

Old Business:

A motion was made to approve the amended Board of Health By-Laws, the VCHD Administrative Policy and the VCHD Fiscal Policies/Procedures.

Motion: Bob Jones
Second: Dr. Wes Bieritz
Motion carried unanimously.

Jenny Trimmell updated the Board on the FOIA request submitted by Paul Manion regarding the food program within Vermilion County. The total pages given to Mr. Manion were 811. This request stems from the Vermilion County Health Department's obligation to inspect kitchens where food is prepared for the public. Mr. Manion's church is having a fundraiser and does not want to follow the rules regarding inspections.

Doug Toole, Director of Environmental Health has suggested to Mr. Manion that the ladies of the church prepare their food in the church kitchen and, since this is an inspected kitchen, the fundraiser would not be in violation of any laws. Mr. Manion indicated that the members of the congregation like to prepare their food in their own

kitchens and carry the prepared food to the church. This is not acceptable since we cannot inspect all of the kitchens.

Ms. Trimmell reported that Mr. Manion had called her the week before and tried to get her to change her mind. He stated that he had talked to the State's Attorney and he indicated to Mr. Manion that he would not prosecute. Mr. Manion has spoken with Vermilion County Board chairman, Gary Weinard, and Mr. Weinard has told him that Vermilion County is on solid ground with this issue and we would be upholding the law.

Mr. Toole will be sending a letter to the church offering VCHD's assistance in making the event a successful and safe one.

There are over 200 church events each year within Vermilion County that comply with this law.

The Board directed both Jenny Trimmell and Doug Toole to document any conversations with Mr. Manion.

New Business:

There was a motion to enter into Executive Session: Pursuant to the Illinois Open Meetings Act, Illinois Compiled Statutes 5ILCS 120/2 (c) (1), "the appointment, employment, compensation, discipline, performance evaluation or dismissal of specific employees of the public body....."

A motion was made to enter Executive Session at 6:20 PM.

Motion: Dr. Holly Maes

Second: Molly Nicholson

Motion carried unanimously as follows:

Dr. Wes Bieritz	Yes
Molly Nicholson	Yes
Bob Jones	Yes
Carla DeAngelis	Yes
Dr. Holly Maes	Yes
Bill Wright	Yes
Jason Asaad	Yes
Ivadale Foster	Yes

A motion was made to close the Executive Session and re-enter the regular Board of Health meeting at 6:31 PM.

Motion: Dr. Holly Maes

Second: Bill Wright

Motion carried unanimously as follows:

Dr. Wes Bieritz	Yes
Molly Nicholson	Yes
Bob Jones	Yes

Carla DeAngelis	Yes
Dr. Holly Maes	Yes
Bill Wright	Yes
Jason Asaad	Yes
Ivadale Foster	Yes

Items of Information:

Jenny Trimmell reported that we are fully staffed. We have hired a WIC Certified Health Professional (CHP) and she start on June 18th. She is a former WIC employee that left us when we downsized in 2010.

Doug Toole informed the Board that Keep Vermilion County Beautiful will be raffling off a car in September. Tickets are \$10 each.

A motion was made to adjourn the meeting.

Motion: Carla DeAngelis
Second: Dr. Wes Bieritz
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham
Recording Secretary

Bob Jones
Secretary, Board of Health