

**VERMILION COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
July 18, 2017  
6:00 PM**

Present: Dr. Wes Bieritz, Dr. Karen Broaders, Dr. Jane Cooney, Carla DeAngelis, Brad Gross, Bob Jones, Dr. Holly Maes, Marla Mackiewicz, Molly Nicholson, and Connie Ostrander .

Absent: Jason Asaad.

Meeting was called to order President Carla DeAngelis at 6:07 PM.

A motion was made to approve the agenda as presented.

Motion: Dr. Wes Bieritz  
Second: Marla Mackiewicz  
Motion carried unanimously.

A motion was made to approve the minutes of the June 20, 2017 as presented.

Motion: Connie Ostrander  
Second: Dr. Holly Maes  
Motion carried unanimously.

**Fiscal Status**

Donna Dunham reported that the State/Federal grant dollars are current. We have not had any delays in payment. The end of the year will be June 30<sup>th</sup> and sometimes it takes the State until September to pay the final billings. By September, we usually have the first tax distribution so the delay in payment should not matter.

Doug Toole reported that we have been notified that the Health Protection grant has an additional million dollars to disburse for BY 2018. It has been indicated that we may get up to a 5.7% increase. This could possibly mean up to a \$12,000 increase. We have not had an increase in Health Protection money for several years.

The West Nile grant has always had a March 31 fiscal year end. For FY 2018, we were notified that grant will have a June 30<sup>th</sup> year end from now on. So, for April 1 – June 30, the State has asked us to complete a reimbursement request. The money we will be reimbursed is additional money we will receive. Our grant dollars awarded for July 1, 2017 – June 30, 2018 will remain the \$14,500 originally awarded for April 1, 2018 – June 30, 2018.

A motion was made to approve the Budget and Expenditure Report and Cash Flow statement for June 2017 as presented.

Motion: Connie Ostrander

Second: Dr. Holly Maes

Motion carried as follows:

Dr. We Bieritz	Yes
Dr. Karen Broaders	Yes
Dr. Jane Cooney	Yes
Carla DeAngelis	Yes
Brad Gross	Yes
Bob Jones	Yes
Marla Mackiewicz	Yes
Dr. Holly Maes	Yes
Molly Nicholson	Yes
Connie Ostrander	Yes

### **Old Business:**

The audience comments had been delayed until item 7.A. – Georgetown Holiday Gathering/Food Stand permitting process.

### **New Business:**

The Health Department held a Food Safety Training class. Brad Gross informed the Board that he had taken the course and it was very informative.

Doug Toole informed the Board that he had talked to Bill Donahue about EH fees. His suggestion was that the fees be listed and passed in a separate ordinance.

The audience was asked to participate in the discussion regarding the Georgetown Holiday Gathering. This event is usually held on the first and second weekends of November. Environmental Health (EH) staff was contacted about this event because several residents sell baked goods to make extra money. With the sale of baked good for a profit, there are guidelines and rules that need to be followed to protect the safety of the purchasers.

Darren Alexander, a Georgetown City Council Member, stated that this event has been occurring for 26 years. He stated that many of the home baking is done in kitchens of elderly women and they utilize this event to supplement their income.

The EH staff had informed Mr. Alexander that the public is not allowed to bake items within their home unless they are donating it to a charity and the charity is allowed to keep the money. Mr. Alexander said that the ladies could not afford to do that and was at the meeting to ask the Board of Health to adopt the Cupcake Law.

The cupcake law has guidelines and rules that need to be followed if it is adopted as an ordinance within the county.

Discussion ensued regarding the Cupcake Law and the problem associated with the adoption of this ordinance.

The Board of Health asked Doug Toole to survey other counties within the State of Illinois to see how many have adopted the Cupcake Law and ask what problems, if any, this law has caused. Mr. Toole is to bring the information to the next Board of Health meeting to be held on Tuesday, July 18, 2017. Discussion will resume at that meeting.

The Board agreed to this direction by the following vote:

Dr. Jane Cooney	Yes
Dr. Karen Broaders	Yes
Brad Gross	Yes
Marla Mackiewicz	Yes
Dr. Holly Maes	Yes
Carla DeAngelis	Yes

The bylaws, administrative policy and the fiscal policy had been mailed to the Board in their packet. If any changes were necessary, they have been highlighted in red and the verbiage that has been replaced has been crossed out.

A motion was made to approve the updated Bylaws, Administrative Policy and the Fiscal Policy.

Motion: Dr. Jane Cooney  
Second: Dr. Holly Maes  
Motion carried unanimously.

IPLAN was reviewed. The Board had a few minor changes and some clarifications that they deemed necessary. The changes will be made and the IPLAN will be voted on at the July 18, 2017 Board of Health Meeting.

Discussion ensued regarding IPLAN.

**Items of Information:**

We have had no site visits, evaluations or audits.

We are now fully staffed with the addition of the Community Health Educator.

The next meeting will be Tuesday, July 18, 2017 at 6:00 PM at the Health Department.

A motion was made to adjourn the meeting.

Motion: Brad Gross  
Second: Dr. Karen Broaders  
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham  
Recording Secretary

Bob Jones  
Secretary, Board of Health