

**VERMILION COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
MARCH 21, 2017
6:00 PM**

Present: Jason Asaad, Dr. Wes Bieritz, Carla DeAngelis, Brad Gross, Bob Jones, Dr. Holly Maes and Molly Nicholson.

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

Meeting was called to order President Carla DeAngelis at 6:11 PM.

Marla Mackiewicz, a County Board member who is interested in being appointed to the Board of Health, was introduced. She came to the Open House and decided to stay to see the workings of the BOH first hand.

A motion was made to approve the agenda as presented.

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

A motion was made to approve the minutes of the January 17, 2017 meeting.

Motion: Dr. Wes Bieritz
Second: Dr. Holly Maes
Motion carried unanimously.

Fiscal Status

Donna Dunham reported that the bank account is still very healthy. Nothing to date is out of the ordinary. It is still early in the fiscal year. Ed Training and Printing are above the 25% but we have to pay for these items as they come due or as they are needed.

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

Motion: Dr. Wes Bieritz
Second: Brad Gross
Motion carried as follows:

Dr. Wes Bieritz	Yes
Dr. Jane Cooney	Yes
Carla DeAngelis	Yes
Brad Gross	Yes
Bob Jones	Yes
Dr. Holly Maes	Yes
Molly Nicholson	Yes
Connie Ostrander	Yes

Old Business:

Doug Toole reported that the EH renovation has been totally completed. Kelly Sign Shop has been asked to give us a quote on replacing the signage within the building. The current signs are 22 years old and are worn.

The next step in the renovation process should be the Immunization Laboratory. In talking to Gary Dyer, Shick Office Supply, we do not think we need to purchase regular lab storage but can make do with office storage. This will save us a significant amount of money because lab equipment and storage is very expensive. We have asked Gary to design the new lab space and to get back with us with a price for the renovation.

Doug reported that he participated in the Wellness Fair at Quaker Oats on February 14th. He has reached out to the community through St. James Food Pantry, Leadership Tomorrow with Presence Hospital and the Hospital Leadership Board.

Mr. Toole informed the Board that the County has requested that the Departments nominate employees for Employee of the Month. The winning employee is given a gift card and is highlighted on Linda Bolton's Newsmaker's Show. Doug nominated 4 employees for the February contest. Jana Messmore, Environmental Health Food Supervisor, was chosen. Doug has since then been told that he can only nominate one employee per month. He nominated another employee for March but that employee was not chosen.

The County chooses a department to be highlighted in News and Views. For the March issue, the Health Department is to be highlighted.

Doug informed the Board that the first week of April is National Public Health week.

New Business:

The good news is we have signed contracts this year with the State. This time last year we didn't have that. The signed contracts are a guarantee of payment. Of course, we do not know when we will get paid but at least we know that payment is forthcoming.

Presence Hospital has awarded Vermilion County Health Department their Inspire award for community outreach. This is quite an honor. There will be a small ceremony at the hospital on Monday, April 10 at 3:30. Department heads will be attending the ceremony with Doug.

The revised Community Health Educator job description was given to the Board. Doug Toole announced that we interviewed six strong candidates and hired one. We hired Julie Fruhling, a nurse with Carle Hospital. She will start Monday, April 3rd. We were fortunate enough to hire our strongest candidate.

Julie will be charged with building the Health Educator Program. She seems to have many good ideas and asked very pointed questions regarding the position.

Mr. Toole updated the Board on the WIC department. Our funding is tied to the caseload assigned by the State. Our caseload is based on the number of clients serviced in the previous State Fiscal Year.

We partnership with the University of Illinois extension office to teach clients how to make easy meals with the food that WIC vouchers purchase.

Brad Gross asked if there is a point that the FEDS would pull the program. Doug said that is always a possibility but thinks that it is realized that the program is needed. It is probably time to reassess the program at the Federal Level. The fact that clients don't cook anymore is a problem.

Mr. Toole told the Board that funding for the WIC program should be announced within the next month. We will have a webinar with them tomorrow and could possibly find out a better idea of when we will expect the award.

The WIC program is income based. The residents have to bring proof of income, proof of residence and the children to be covered by WIC.

The first year, when infants need formula, the clients come to WIC. After the baby is no longer on formula, the clients stop coming even though children up to the age of 5 are covered under the program.

Molly Nicholson asked if we have considered going to Hoopeston. Doug told her that we are meeting with Danville Housing Authority on Wednesday to discuss the possibility of setting up a satellite clinic there twice a month. If this goes well, we will branch out to Hoopeston and Georgetown.

Discussion ensued regarding the WIC satellite clinics.

A discussion began regarding Food Permit fees. Food Permit annual fees are currently due by December 15th of each year. If the permits are paid between December 16th and December 31st a \$25 late fee is added to the price. If the permit fee is not paid by January 1st, the permit is until the fee is paid.

Brad Gross asked if we could possibly move the due date to January 15th. This would get people through the holidays. Twenty-nine establishments paid late this past year so we collected \$225 in late fees.

Bob Jones stated that the people that pay late will consistently pay late even if we change the date.

Discussion ensued regarding the payment of food permit annual fees.

The Board directed Doug Toole to bring something back to the Board at the May meeting for a vote.

Doug informed the Board that it has been brought to his attention that the Local Food Pantries are giving away potentially hazardous food – meat, produce and dairy. Doug would like to create a new category for the Food Pantries. If we do not, we would have to inspect and charge them \$200 per year like a grocery store.

A new category would have us inspecting them but not charging. Education of the Food Pantry staff would be necessary prior to implementation of the ordinance change. They would need to be trained to know what could cause the food to become potentially hazardous to their clientele.

Although the Food Pantries would not be charged a fee for the first inspections, if a critical violation was found they would have to be charged the re-inspection fee of \$25.

Discussion ensued regarding Food Pantries.

A motion was made to accept the food ordinance change to include local Food Pantries in a separate category.

Motion: Dr. Wes Bieritz
Second: Molly Nicholson

Motion carried as follows:

Jason Asaad	Yes
Dr. Wes Bieritz	Yes
Carla DeAngelis	Yes
Brad Gross	Yes
Bob Jones	Yes
Dr. Holly Maes	Yes
Molly Nicholson	Yes

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, May 16, 2017 at 6:00 PM at the Health Department.

A motion was made to adjourn the meeting.

Motion: Dr. Wes Bieritz
Second: Brad Gross
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham
Recording Secretary

Bob Jones
Secretary, Board of Health