



# MCHENRY COUNTY

## BOARD OF HEALTH

MINUTES • NOVEMBER 23, 2015

Regular Meeting

McHenry County Department of Health

7:00 PM

2200 N Seminary Ave, Woodstock, IL 60098

### 1. CALL TO ORDER

PRESENT: McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccone, Hill, Gugle, Nomm, Lembke, Morzos, Bellido-Griffin, Dorin  
ABSENT: Goodlow

### 2. PUBLIC COMMENT

Ms. Sass spoke at the last Board of Health meeting in October and she hasn't heard back regarding the situation her family encountered with animal control. She is looking for answers to her questions. Ms. Sass was also accompanied by Ms. Swanson, family and neighbors.

Ms. McCann replied that the Board of Health will set up an ad hoc committee to include Ms. Gaffney, Dr. Szurek, possibly Ms. Jackson and herself to meet and discuss the issues these families are having with animal control and how they can assist and what the Board can do for them. The family will be hearing from Ms. McCann.

### 3. MINUTES APPROVAL

A. Board of Health - Regular Meeting - Oct 26, 2015 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	David Banaszynski
<b>SECONDER:</b>	Sally Biere, RN
<b>AYES:</b>	McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccone

### 4. CONSENT AGENDA

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	David Banaszynski
<b>SECONDER:</b>	Ted Lorenc, MD
<b>AYES:</b>	McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccone

- A. Income & Expenses
- B. Disbursements
- C. Administrator Report
- D. ADM Division Report
- E. ENV Division Report

- F. PHN Division Report
- G. VPH Division Report
- H. DEN Division Report
- I. Advocate Sherman Hospital
- J. Anesthesiology Associates of Crystal Valley
- K. Centegra Primary Care
- L. Greater Elgin Family Care Center
- M. Lake McHenry Pathology Associates
- N. McHenry Radiology Imaging Associates
- O. Mercy Health System Corporation
- P. Independent Contractor - Metro Infectious Disease Consultants
- Q. Northern Illinois Medical Center & Memorial Medical Center
- R. Town Square Anesthesia
- S. MOU All Kids Dental Sealant - Crystal Lake South Head Start

## 5. CONTRACTS AND AGREEMENTS - NEW

### A. Ebola ER Consultant

Ms. Morzos explained that the Ebola Emergency Response Consultant would support McHenry County Department of Health, and the County, in expanding the pandemic response plan and to include the ebola planning. The Consultant would create and facilitate writing of an after action report and improvement plan, as well as collaborate with law enforcement, fire and emergency medical services.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	William McNerney, DDS
<b>SECONDER:</b>	Ted Lorenc, MD
<b>AYES:</b>	McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccone

### B. Ebola Law Enforcement

Ms. Morzos explained the Ebola Law Enforcement Contractor would be working with the Ebola Consultant to create a response plan, report on a budget and planning activities, as well as provide training for law enforcement.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Ted Lorenc, MD  
**SECONDER:** Sally Biere, RN  
**AYES:** McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccione

C. Ebola Fire EMS

Ms. Morzos explained the Independent Contractor would create a response plan, prepare training and report on budget activities. The contractor would also provide Fire/EMS with supplies required for safety, transport and monitoring of potential infectious patients.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** William McNerney, DDS  
**SECONDER:** David Banaszynski  
**AYES:** McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccione

D. Dental Health & Wellness

Mr. Gugle explained this is a managed care organization for reimbursement of dental services. There is no fee involved.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** William McNerney, DDS  
**SECONDER:** Sally Biere, RN  
**AYES:** McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccione

E. Independent Contractor - Dental Hygienist

Mr. Hill explained this contract is to hire a dental hygienist. Currently, there is not a name on the contract, due to the fact that the current hygienist resigned and they are looking to fill the position as soon as possible.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** David Banaszynski  
**SECONDER:** Mary McCann  
**AYES:** McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccione

6. PROGRAM HIGHLIGHTS

A. Staff Development Program

The program was presented by Ms. Maryellen Howell.

The Staff Development Program focuses on the training and development needs of each of the five Health Department Divisions, as well as, the overall hiring process, new employee orientation, and staffing compliance such as licensure and certifications for the Department. Over the next year, the Staff Development Coordinator will develop a comprehensive department-wide Staff Development

Plan focusing on a well-trained and competent workforce to meet the community's public health needs.

Turnover rates in 2015 are higher than the 4 year average (2011-2014) of 19%. To date the 2015 rates of 26% is mostly due to Workforce Reduction. As of 11/1/2015, 30 employees are over 55. 20 of these are vested or soon will be with an additional 7 vested employees turning 55 in the next 6 months. 74 employees hold Bachelor's degrees or above. 13 of those hold Master's degrees and 2 of the 13 hold Doctoral degrees. There are 15 positions that require a LEHP or must acquire one within 18 months of employment that requires a cycle of CEUs. There are also 23 positions holding a nursing license, 1 licensed Dietician, 1 Dentist and 1 Veterinarian that require a cycle of CEUs. Multiple other positions require training such as dental assisting, euthanasia and multiple grants with required training (i.e. WIC, FCM, Emergency Response).

Current workforce trainings include, but are not limited to, Department Orientation, Security Framework, CPR, Bloodborne Pathogen, Defensive Driving, Ethics, Mandated Reporter, and Harassment. The department partners and/or attends trainings with IDPH, PHF, DHS, CDC, IPHI, FEMA, NST (National Seminars), I-Train and local partners such as Shah Center, UIC, and Mental Health Board.

As a certified health department we strive to meet the core competency development within each division. Components of the current development process will be used to formalize a department-wide plan. Some areas of focus will be leadership, public health, cultural competency, teambuilding, customer service, communication, organization, quality improvement and technology. A workforce survey is in development and should be dispersed in January.

<b>RESULT:</b>	<b>PRESENTED</b>
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## 7. OLD BUSINESS

## 8. NEW BUSINESS

### A. 2016

The County Board approved a merit increase of 2.25%. Mr. Hill proposed that everyone that passed their performance evaluation gets a 2.25% salary increase.

The Board of Health made a motion that allows the personnel committee to make a decision in regards to Mr. Hill's salary increase. The Board agrees on a whole that whatever the personnel committee decides the Board agrees. Ms. McCann motioned, second by Dr. McNerney. The motion was passed by a roll call vote. All Board members accepted.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	David Banaszynski
<b>SECONDER:</b>	Michael Szurek, DDS
<b>AYES:</b>	McCann, Lorenc, Banaszynski, McNerney, Stinson, Foszcz, Biere, Gaffney, Szurek, Clarke, Faccone

## 9. BOARD ISSUES

## 10. INFORMATION AND COMMUNICATIONS

## 11. OTHER BUSINESS

### A. McHenry County Conservation District 1st Conservation Congress

Ms. Foszcz explained that the Conservation District is looking for a delegate and alternative to participate in their first Conservation Congress meeting on Saturday, February 6th. Dr. Szurek volunteered to be McHenry County's Board of Health delegate, as well as Mr. Banaszynski volunteered to be the alternate.

<b>RESULT:</b>	<b>PRESENTED</b>
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## **12. EXECUTIVE SESSION (AS NECESSARY)**

Motion by Dr. Lorenc, second by Ms. McCann to go into Executive Session at 8:50PM to discuss personnel. The motion was passed with a roll call vote. Motion by Dr. Lorenc, second by Dr. Szurek to go out of Executive Session at 940PM. This motion was passed with a voice vote. Motion to return to regular session by Ms. Gaffney, second by Dr. McNerney at 940PM.

## **13. APPENDIX**

## **14. ADJOURNMENT**

Motion by Dr. Stinson, second by Ms. McCann to adjourn the meeting at approximately 951PM. This motion was passed by a voice vote.