



MCHENRY COUNTY
BOARD OF HEALTH
MINUTES • NOVEMBER 28, 2016

Regular Meeting

County Board Conference Room

7:00 PM

667 Ware Rd, Administration Building, Woodstock, IL 60098

1. CALL TO ORDER

Meeting called to order at: 7:00 PM by Sally Biere.

PRESENT: McCann, Lorenc, Banaszynski (7:00 PM - 7:05 PM), Stinson (7:30 PM - 8:23 PM), Biere, Gaffney, Szurek, Clarke, Hill, Gugle, Nomm, Morzos, Howell, Goodlow, Volant
ABSENT: McNerney, Foszcz, Faccione

2. PUBLIC COMMENT

3. MINUTES APPROVAL

A. Board of Health - Regular Meeting - Oct 24, 2016 7:00 PM

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| RESULT: | ACCEPTED [UNANIMOUS] |
| MOVER: | Ted Lorenc |
| SECONDER: | Mary McCann |
| AYES: | McCann, Lorenc, Biere, Gaffney, Szurek, Clarke |
| ABSENT: | Banaszynski, McNerney, Stinson, Foszcz, Faccione |

4. CONSENT AGENDA

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Ted Lorenc |
| SECONDER: | Joseph Clarke |
| AYES: | McCann, Lorenc, Biere, Gaffney, Szurek, Clarke |
| ABSENT: | Banaszynski, McNerney, Stinson, Foszcz, Faccione |

- A. October Disbursements
- B. Income & Expenses
- C. Administrator Report
- D. ADM Division Report
- E. ENV Division Report
- F. PHN Division Report
- G. VPH Division Report
- H. IDHS-Breastfeeding Peer Counseling

- I. IDPH-Vision and Hearing Grant
- J. Marie Mercuri-Russell Court Storage
- K. Ind. Contractor-Dr. Russell Petrak of Metro Infectious Disease
- L. IDPH-Death Certificate Surcharge Fund
- M. Ind. Contractor-Dr. Peter Kennedy DVM

5. CENTEGRA DISBURSEMENTS

1. Centegra Disbursements

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| RESULT: | APPROVED [5 TO 0] |
| MOVER: | Michael Szurek, DDS |
| SECONDER: | Mary McCann |
| AYES: | McCann, Biere, Gaffney, Szurek, Clarke |
| ABSTAIN: | Lorenc |
| ABSENT: | Banaszynski, McNerney, Stinson, Foszcz, Faccione |

2. IBCCP-Centegra Primary Care

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| RESULT: | APPROVED [5 TO 0] |
| MOVER: | Michael Szurek, DDS |
| SECONDER: | Mary McCann |
| AYES: | McCann, Biere, Gaffney, Szurek, Clarke |
| ABSTAIN: | Lorenc |
| ABSENT: | Banaszynski, McNerney, Stinson, Foszcz, Faccione |

6. CONTRACTS AND AGREEMENTS - NEW

7. PROGRAM HIGHLIGHTS

A. Medical Reserve Corp (MRC)

- The events of September 11, 2001, medical professionals who wanted to help often arrived to a response site on their own and at personal risk or liability.
- Despite best intentions, their presence became problematic for emergency managers due to difficulties that arose surrounding the use of spontaneous, unaffiliated volunteers.
- Some of the issues faced by the response managers included volunteer credentialing, liability, and management.
- This underscored a need for a system to better utilize volunteer medical and public health professionals.
- In 2002, President Bush's State of the Union Address asked all Americans to volunteer in support of their country.
- This was the impetus for the MRC's founding.
- The MRC is currently sponsored by the Office of the Assistant Secretary for Preparedness and Response (ASPR), which is in the Department of Health and Human Services (HHS).

- The MRC is a partner program of Citizen Corps, which is a national network of volunteers dedicated to ensuring hometown security. Citizen Corps is a part of the President's USA Freedom Corps, which promotes volunteerism and service nationwide.
- The MRC also works closely with the National Association of County and City Health Officials (NACCHO).
- This agreement enables NACCHO to assist ASPR's MRC Program Office in enhancing units' ability to meet local, state, and national needs through collaboration, coordination, and capacity-building activities.

- The MRC is made up of medical and non-medical volunteers who are identified, trained and credentialed prior to being activated. (In our MRC our membership is comprised of a little bit under half medical professionals.) During most activities and responses, we typically need more non-medical volunteers for successful operations.
- Volunteers provide valuable surge capacity to local health departments, supplementing existing response capabilities
- Contribute to local health initiatives during times of non-emergency
- MRC units engage these volunteers to strengthen public health, improve emergency response capabilities and build community resiliency. They may respond to natural disasters or disease outbreaks and frequently contribute to community health activities that promote healthy habits.

- MRC units can be sponsored by different organizations
- Types of sponsoring/housing organizations: HDs, FDs, hospitals, county EMAs, or stand alone.
- LHDs are most common
- The mission of each unit is similar, but they can differ in functionality and operations

- Each MRC unit participates in various activities, depending on their membership and organization's structure
- For any activity, the decision to accept/decline any Call Out is always at the discretion of the volunteer. (For MC MRC we only require the volunteer attend an orientation and complete IS 100 & 700). Beyond that, as long as they update their contact information and respond, we keep them on the roster.
- This slide shows a list of some of the MRC activities in which the McHenry County unit has participated

- As with any volunteer organization, there are a number of challenges in having a successful program.
- We all know the issues surrounding staffing and funding. To effectively run an MRC unit, there is a substantial time commitment needed - to recruit, create and present trainings, manage the database, schedule activities, perform call outs and run exercises.
 - The MRC can be a wonderful resource in helping reach key health initiatives, but it takes time and personnel to best utilize the volunteers.
 - This is under the umbrella of keeping the volunteers active and engaged. There needs to be regular communication, trainings and events scheduled for the volunteers to attend.
 - The volunteers want to feel useful, valued and needed. And when you can do this, you have eager people that will jump at the chance to help!
 - In some cases, the database shows many more volunteers than actually regularly participate.
 - One other challenge is that the name of the organization can be off-putting to non-medical personnel.

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| RESULT: | PRESENTED |
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8. OLD BUSINESS

9. NEW BUSINESS

A. 2017 Slate of Officers

Ms. Foszcz has volunteered to stay on as president. This will be her third and last term. Dr. McNerney will remain as Vice President, Sally Biere as Secretary and Dr. Lorenc as Treasurer.

Joe Gugle presented copies of the Board of Health Committees. It was agreed not to change the committee assignments except David Banaszynski will be removed from the Retail Food Advisory Committee and Environmental Health Advisory Committee due to his resignation. These will become open positions.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Joseph Clarke |
| SECONDER: | Ted Lorenc |
| AYES: | McCann, Lorenc, Biere, Gaffney, Szurek, Clarke |
| ABSENT: | Banaszynski, McNerney, Stinson, Foszcz, Faccione |

B. 2017 Meeting Schedule

Board members reviewed the dates of the proposed 2017 meetings, but did not approve the time changes. Some members would be unable to attend the afternoon meetings due to their work schedule. The monthly meetings for 2017 will continue to begin at 7:00 pm on the 4th Monday of the month except for December where there is no meeting.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Ted Lorenc |
| SECONDER: | Joseph Clarke |
| AYES: | McCann, Lorenc, Biere, Gaffney, Szurek, Clarke |
| ABSENT: | Banaszynski, McNerney, Stinson, Foszcz, Faccione |

C. Merit Increase

The Board approved a merit increase of up to 2.75% for Department of Health employees.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Joseph Clarke |
| SECONDER: | Michael Szurek, DDS |
| AYES: | McCann, Lorenc, Stinson, Biere, Gaffney, Szurek, Clarke |
| ABSENT: | Banaszynski, McNerney, Foszcz, Faccione |

D. Personnel Policy

Mr. Hill stated that the Board of Health is updating our personnel policy to follow the County's policy updates. The McHenry County Department of Health's personnel policy is very similar to the county's, but there are a few differences.

Ms. McCann made a request to remove some mileage reimbursement verbage as the wording is confusing. Mr. Gugle stated the policy references the Travel and Business Expenses Policy on Sharepoint which includes mileage reimbursement and the policy on what determines and what is eligible for reimbursement. Mr. Hill stated that is up to the county to determine the rates of reimbursement and the Board of Health generally adopts those rates. The federal government normally updates the mileage reimbursement annually. The county typically will follow their formula.

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| RESULT: | APPROVED [6 TO 0] |
| MOVER: | Ted Lorenc |
| SECONDER: | Joseph Clarke |
| AYES: | McCann, Lorenc, Biere, Gaffney, Szurek, Clarke |
| ABSTAIN: | Stinson |
| ABSENT: | Banaszynski, McNerney, Foszcz, Faccone |

10. BOARD ISSUES

11. INFORMATION AND COMMUNICATIONS

12. OTHER BUSINESS

13. EXECUTIVE SESSION (AS NECESSARY)

Motion by Mr. Clarke, second by Dr. Szurek to go into Executive Session at 7:50 pm to discuss the review of Executive minutes for release. Motion passed with a voice vote. Motion by Ms. Gaffney second by Dr. Stinson to go out of Executive Session at 8:20 pm. Motion passed with a voice vote. Motion by Ms. McCann second by Dr. Szurek to go into Regular session at 8:21 pm. Motion passed with a voice vote. Motion by Ms. Gaffney second by Dr. Stinson to adjourn meeting at 8:23 pm. Motion passed with a voice vote.

14. APPENDIX

A. Media Detail

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| RESULT: | PRESENTED |
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B. Webstat

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| RESULT: | PRESENTED |
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C. ENV Activity Report

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| RESULT: | PRESENTED |
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D. ENV Well/Septic Report

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| RESULT: | PRESENTED |
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E. ENV Lab Report

RESULT: PRESENTED

F. PHN Reports

RESULT: PRESENTED

G. VPH Reports

RESULT: PRESENTED

15. ADJOURNMENT

Cindy Gaffney moved to adjourn meeting at 8:23 pm, second by Dr. Stinson. Motion passed unanimously.