



MCHENRY COUNTY
BOARD OF HEALTH
MINUTES • MARCH 27, 2017

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: 7:02 PM by William McNerney.

PRESENT: McCann, McNerney, Biere, Gaffney, Clarke, Faccone (7:16 PM - 8:00 PM), Morawski, Hatch, Hill, Gugle, Nomm, Morzos, Plonczynski, Goodlow, Volant, Wheeler
ABSENT: Lorenc, Stinson, Foszcz, Howell

2. PUBLIC COMMENT

Mayor Brian Sager addressed the board regarding open air dining at fixed food establishments. He stated a number of restaurants in the Square and other restaurants along Main Street are very interested in having the chance for open air dining at their establishments. Some of these establishments have been specifically constructed to allow for outdoor dining. They are requesting the opportunity to utilize the large bi-fold windows that open to outdoor dining and not have a screen covering. This would provide easier access to both clients and staff. The restaurants are committed to food safety, health and sanitation and will continue to work with staff to meet all the Departments standards.

3. MINUTES APPROVAL

A. Board of Health - Regular Meeting - Feb 27, 2017 7:00 PM

RESULT:	ACCEPTED BY VOICE
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4. ADMINISTRATOR'S ORAL REPORT

The county is seeking quotes for 2 possible replacement options for Annex B. A recommendation will be given to the County Board by June. Affordable Care Act will be in place for the time being. The president has suggested cuts to USDA programs, which include WIC, one of our larger grant programs and possible cuts to the CDC. A Quality Improvement Committee has been established to help make the Department ready for accreditation. Meetings have taken place with Sheriff's office staff on working together with the Veterinary Public Health Division and we are reaching out to other law enforcement agencies to meet with them to improve working relations throughout the county.

5. CONSENT AGENDA

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Sally Biere
AYES:	McCann, McNerney, Biere, Gaffney, Clarke, Morawski, Hatch
ABSENT:	Lorenc, Stinson, Foszcz, Faccone

A. Disbursements

- B. Income & Expenses
- C. Administrator Report
- D. ADM Division Report
- E. ENV Division Report
- F. PHN Division Report
- G. VPH Division Report
- H. MOU-Prairie Ridge Mass Dispensing Site
- I. MOU-Marengo High School-Mass Dispensing Site
- J. Advanced Surgical Care of Northern Illinois Ltd.
- K. Community Health Partnership of Illinois
- L. Teletask, Inc.
- M. Stan's Office Technologies # 701202

6. CENTEGRA DISBURSEMENTS

- 1. Centegra Disbursements

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary McCann
SECONDER:	Joseph Clarke
AYES:	McCann, McNerney, Biere, Gaffney, Clarke, Morawski, Hatch
ABSENT:	Lorenc, Stinson, Foszcz, Faccione

7. CONTRACTS AND AGREEMENTS - NEW

- A. University of Illinois at Urbana-Champaign

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sally Biere
SECONDER:	Mary McCann
AYES:	McCann, McNerney, Biere, Gaffney, Clarke, Faccione, Morawski, Hatch
ABSENT:	Lorenc, Stinson, Foszcz

- B. Accurate Document Destruction Inc.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Sally Biere
AYES:	McCann, McNerney, Biere, Gaffney, Clarke, Faccone, Morawski, Hatch
ABSENT:	Lorenc, Stinson, Foszcz

C. Wipeco, Inc. (Chicago Textile Recycling)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sally Biere
SECONDER:	Joseph Clarke
AYES:	McCann, McNerney, Biere, Gaffney, Clarke, Faccone, Morawski, Hatch
ABSENT:	Lorenc, Stinson, Foszcz

8. PROGRAM HIGHLIGHTS

A. Food Inspection Program

Patti Nomm provided an overview of the Environmental Health electronic inspection and data management system. It is a web based system used by multiple other jurisdictions throughout the country. The Department pays a quarterly subscription fee to Advanced Business Software LLC (ABS) to use the system, and for ABS to store and manage the data for us.

The system is comprehensive and can be used to manage applications, fees, permits, inspections and complaints. It will also have a public web portal to allow customers to submit applications online, monitor file status and view public records. Staff is currently using the system for the food protection program. Complaint responses will be added in the near future; other files types will be added throughout the year.

The advantages of the system include the legibility of the reports, reduced time spent writing reports, elimination of duplicate data entry, generation of less paper, less filing, the ability to email reports to operators/owners and the immediate availability of reports online. Staff is still learning to use the system, and is working with the vendor on some minor issues including formatting of documents, invoicing of our facilities, and generation of a variety of reports. Our efficiencies will increase as our understanding of the system increases.

RESULT:	PRESENTED
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9. OLD BUSINESS

10. NEW BUSINESS

A. Open Air Dining at Fixed Food Establishment

Patti Nomm introduced a policy change related to open air dining at fixed food facilities. Open air dining would allow open windows and/or doors in the dining area to extend outside by a variance approved by the Public Health Administrator. Currently, a screen in the window or door is required. The policy change does not change the food ordinance but would allow the Administrator to grant a variance. The policy also contains conditions such as: food must be prepared in a closed kitchen which is sealed against rodents and insects as well as complying with building codes from local jurisdictions. Ms. Nomm explained that she surveyed surrounding county health departments and Lake and DuPage County are currently allowing open air dining as defined in this policy.

Ms. Sally Biere has resigned from the Board of Health. The Board thanked her for her time and support.

RESULT: PRESENTED

11. BOARD ISSUES

Mr. Wheeler stated that he would inform and the Public Health Committee regarding the Open Air Dining policy change. Ms. McCann offered to present the information to the committee if requested. Mr. Wheeler asked if this was a variance of the liquor license law. Mr. Hill said that this does not affect the liquor license, it only applies to food. Any questions should be directed to the Liquor Commission and the municipality where the establishment is located.

Ms. McCann is pleased with the progress the Veterinary Public Health Department has made. Kara Plonczynski stated that Maryellen Howell is doing a great job working to improve law enforcement and community relations with the VPH. The veterinarian that assists in the clinic is working out well and things are running smoothly.

12. INFORMATION AND COMMUNICATIONS

13. OTHER BUSINESS

14. EXECUTIVE SESSION (AS NECESSARY)

15. APPENDIX

A. Media Detail

RESULT: PRESENTED

B. Webstats

RESULT: PRESENTED

C. ENV Activity Report

RESULT: PRESENTED

D. ENV Well/Septic Report

RESULT: PRESENTED

E. ENV Lab Report

RESULT: PRESENTED

F. PHN Reports

RESULT:	PRESENTED
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G. VPH Reports

RESULT:	PRESENTED
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16. ADJOURNMENT