



**MCHENRY COUNTY**  
**BOARD OF HEALTH**  
**MINUTES • MARCH 25, 2019**

**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 William Stinson.

PRESENT: Lorenc (7:20 PM), Stinson, Gaffney, Clarke, Morawski, Axman, Lin, Trevino, Adamson, Gugle, Nomm, Karras, Drosos, Buthod  
ABSENT: McCann, Faccione, Hatch

**2. PUBLIC COMMENT**

**3. PROGRAM HIGHLIGHTS**

**A. Water Resources Action Plan**

Scott Kuykendall, Water Research Specialist from the County Planning & Development Division gave a presentation on the Water Resources Action Plan (WRAP).

Mr. Kuykendall explained to the board his job as a Water Research Specialist is to help oversee the county's scientific research in water resources and to help maintain the county's environmental compliance with the Illinois Environmental Protection Agency thru public education and outreach.

McHenry County relies 100% on groundwater for our drinking water. Mr. Kuykendall said that in 2006 the county had concerns of having enough water to support the large growth within the county. The County contracted to have a Groundwater Management Plan to identify problems. It was a comprehensive study of the county's water sources and our current and future demands. Contamination and water shortage were recognized as potential problems.

Mr. Kuykendall explained that the County then requested the development of a Water Resource Action Plan in order to focus on solutions to the problems brought out in the Groundwater Management Plan. A committee of volunteers from municipal governments and county engineering firms along with county employees worked to develop the WRAP. This was completed in 2011. The committee worked with the US Geologic Survey to develop a monitoring well network of 40 wells throughout the county. A 3-D map of the county's sub-surface geology aquifers was also developed and can be used as an online resource.

The WRAP is approximately 10 years old, outdated and not a useable source. Mr. Kuykendall is now working to create a Best Management Manual for Water Resource Protection. The manual will consist of an educational overview of the county, such as land uses and water resources. The manual will also identify potential threats to our water resources and identify best management practices to implement to avoid these potential issues. Mr. Kuykendall is meeting with a task force over the next year to gather information and they will be reviewing completed drafts of different sections of the manual.

The goal is to have completed drafts ready for the County Board to adopt in the spring of 2020. The manual will provide people regardless of their level of expertise, a place to find useful and practical information.

<b>RESULT:</b>	<b>PRESENTED</b>
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#### 4. MINUTES APPROVAL

##### A. Minutes

<b>RESULT:</b>	<b>APPROVED BY VOICE</b>
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#### 5. ADMINISTRATOR'S ORAL REPORT

Ms. Adamson told board members that the IPHA has notified the Department of Health they have approximately \$3000.00 of funding available for HIV electronic billing. The IPHA is trying to expand capacity for billing HIV testing among health departments. Our department already has electronic billing, but the funds will help us expand and integrate our clearinghouse with our billing provider. IPHA will draft a Memo of Understanding and it will be added to the agenda for approval.

Board members were informed that Ms. Adamson, Susan Karras, and two of her Emergency Preparedness staff met with the County Emergency Management Agency to discuss opportunities for improved coordination and collaboration. In 2020, a full scale exercise will be held across the state.

The Department of Health would like the County EMA to be involved in the exercise in 2020 in order to work together and see how best to respond in an emergency situation.

Ms. Adamson said Phase 2 of the parking lot improvements will start on April 8, 2019. The area west of Annex A to Route 47 will be blocked off and will take approximately 7 weeks.

Ms. Adamson stated that the Northern Illinois Public Health Consortium monitors a lot of legislation but not everything is health specific. Ms. Adamson noted there is a bill called Health in all Policies, which would require policymakers to consider public health and its impacts in legislative decisions.

Dr. Stinson asked Ms. Adamson if the previous governor vetoed the legislation for HB345, Tobacco Products under 21. Ms. Adamson stated it was vetoed by Governor Rauner and it's anticipated that it will be signed by Governor Pritzker.

Ms. McClain-Trevino inquired how the Administration's office move went. Ms. Adamson said it went pretty smoothly. A meeting is scheduled with Facilities to review some minor issues that need to be resolved.

Mr. Gugle noted there was no interruption of services due to the move.

#### 6. CONSENT AGENDA

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Joseph Clarke
<b>SECONDER:</b>	Cindy Gaffney
<b>AYES:</b>	Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Lin, Trevino
<b>ABSENT:</b>	McCann, Faccione, Hatch

##### A. Disbursements

##### B. Income & Expenses

C. Administrator Report

D. ADM Division Report

Mr. Gugle said Administration was mainly centered around the move to the Administration building this month. The move was a good opportunity to re-organize and clear out unused items.

E. ENV Division Report

Ms. Nomm stated Environmental Health is working on regional HACCP plan reviews. Ms. Nomm said they are working with the Northern Illinois Public Health Consortium and all other departments in the region to create a system to review variance requests from food operators from across the region. The goal is to create a policy whereby someone who has establishments in multiple counties can come to one county and have a regional review and they will not have to redo the entire process in each county. It will be a time saving and cost effective benefit for the departments and for the operators. Ms. Nomm said they hope to have the draft completed next month and then to the Northern Illinois Public Health Consortium for approval.

F. PHN Division Report

Ms. Karras said the Nursing Division was busy with a high level of influenza in the county. The department reached out to hospitals to implement visitor restrictions.

Ms. Karras also informed the board there were three cases of mumps in the community related to the church and five cases in our correctional facility. Vaccine was provided by ICE and IDPH and vaccination clinics are ongoing. ICE detainees will be receiving a second vaccination, and staff from the Sheriff's office that were involved in transport of ICE detainees will also be vaccinated. Everyone at the Correctional Facility, which included all detainees as well as inmates and staff, have been vaccinated.

Dr. Lorenc asked if the detainees were vaccinated on a voluntary basis. Ms. Karras replied it was voluntary. Dr. Stinson inquired if any of the church members were previously vaccinated. Ms. Karras said that two people were not previously vaccinated. Ms. Karras noted it will be very difficult to determine where the virus started from since all five church members were at the correctional facility to do ministry work.

Ms. Gaffney asked if the ICE detainees were local or brought here from other areas. Ms. Karras said the detainees are transported from multiple locations along the borders and split up among the counties.

G. VPH Division Report

David Drosos, said they are currently working on staffing and have only 1 part- time position left to fill.

Mr. Drosos noted he has recently been re-certified in CPR and several officers will be attending CPR training within the next few weeks. Animal Control would eventually like to have the entire staff certified.

Mr. Drosos stated he is a certified Child Safety Seat Inspector thru Safe Kids of McHenry County and has been involved in several events representing the Department of Health. He mentioned at one of the events volunteers from the shelter were available to answer questions about animal control matters, such as adoption.

H. IDPH-Potable Water Grant

I. IDPH-Vision & Hearing Grant

**7. CENTEGRA DISBURSEMENTS**

1. Centegra Disbursements

<b>RESULT:</b>	<b>APPROVED [6 TO 0]</b>
<b>MOVER:</b>	Cindy Gaffney
<b>SECONDER:</b>	Linnea Axman
<b>AYES:</b>	Gaffney, Clarke, Morawski, Axman, Lin, Trevino
<b>ABSTAIN:</b>	Lorenc, Stinson
<b>ABSENT:</b>	McCann, Faccione, Hatch

**8. FAMILY HEALTH PARTNERSHIP DISBURSEMENTS**

1. Family Health Partnership Disbursements

<b>RESULT:</b>	<b>APPROVED [7 TO 0]</b>
<b>MOVER:</b>	Cindy Gaffney
<b>SECONDER:</b>	Joseph Clarke
<b>AYES:</b>	Lorenc, Stinson, Gaffney, Clarke, Morawski, Lin, Trevino
<b>ABSTAIN:</b>	Axman
<b>ABSENT:</b>	McCann, Faccione, Hatch

**9. CONTRACTS AND AGREEMENTS - NEW**

A. HealthLab-Part of Northwestern Medicine IBCCP

Ms. Karras explained Northwestern Medicine uses HealthLab for IBCCP services and must be submitted through IBCCP for payment.

<b>RESULT:</b>	<b>APPROVED [6 TO 0]</b>
<b>MOVER:</b>	Joseph Clarke
<b>SECONDER:</b>	Cindy Gaffney
<b>AYES:</b>	Gaffney, Clarke, Morawski, Axman, Lin, Trevino
<b>ABSTAIN:</b>	Lorenc, Stinson
<b>ABSENT:</b>	McCann, Faccione, Hatch

B. OSF Healthcare-St.Anthony College of Nursing

Ms. Karras stated the contract with the Department is to provide clinical experience to nursing students from St. Anthony College of Nursing.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Cindy Gaffney
<b>SECONDER:</b>	Juliana Morawski
<b>AYES:</b>	Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Lin, Trevino
<b>ABSENT:</b>	McCann, Faccione, Hatch

C. Aunt Martha's Health & Wellness-Illinois Wisewoman Program

Ms. Karras stated this is an agreement to provide services to referred patients and bill through our Illinois Wisewoman Grant.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Linnea Axman
<b>SECONDER:</b>	Ted Lorenc
<b>AYES:</b>	Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Lin, Trevino
<b>ABSENT:</b>	McCann, Faccione, Hatch

**10. OLD BUSINESS**

A. Greater Leadership of McHenry County

Dr. Axman told board members Ms. Adamson has been invited by the Leadership of Greater McHenry County to an informational meeting in April.

Dr. Axman asked Ms. Adamson if she would be interested in participating in the leadership program. Ms. Adamson stated she would be happy to participate if accepted and didn't foresee a problem with the time commitment required. The Administration budget would be able to fund one person this year Ms. Adamson said, and suggested that moving forward, we budget for one senior staff person to be in the program each year.

A motion was made to approve Ms. Adamson's participation in the Leadership of Greater McHenry County, a professional development program.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Juliana Morawski
<b>SECONDER:</b>	Rhienna McClain Trevino
<b>AYES:</b>	Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Lin, Trevino
<b>ABSENT:</b>	McCann, Faccione, Hatch

**11. NEW BUSINESS**

A. Administrative Authority for Approval of Grants and Contracts

Ms. Adamson said she reached out to several counties and checked the state statutes for language to use in drafting a resolution on authorized signators. Ms. Adamson told the board that Lake County's resolution is similar to the draft she provided for review.

Ms. Adamson stated that especially on renewal contracts, the Administrator is typically the person authorized to sign. She told the board that any of the language can be changed as well as who the designated signatories will be.

Ms. Trevino asked if the contracts are based on dollar amounts or just renewals and Ms. Adamson said no language was added to the draft regarding that. That would need to be discussed and add the language in.

Ms. Adamson added that once we had the language in order, the board should have the State's Attorney's Office review the document.

It was decided to add this item to Old Business category on April's agenda.

<b>RESULT:</b>	<b>CONTINUED</b>	<b>Next: 4/22/2019 7:00 PM</b>
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**B. Change of Time and Venue of Board of Health Meetings**

Dr. Stinson reminded members that at the last Board of Health meeting a suggestion was made to consider changing the time of the Board of Health meeting and also changing venues.

Dr. Stinson stated Mr. Faccione suggested changing the starting time to 6:30 pm and split the meeting venues between Crystal Lake and Woodstock.

Mr. Clarke stated changing to an earlier start time is not necessarily beneficial to everyone and Dr. Stinson agreed. Ms. Gaffney said to keep in mind that an earlier time may not be convenient for the public to attend. It was suggested to keep the meeting time at 7:00 pm and hold some of the meetings at the Crystal Lake location.

After a short discussion, it was decided to send out a survey with different options for times and locations and review the data when they are completed. It was also decided to review this item when all survey results are in.

<b>RESULT:</b>	<b>DISCUSSION</b>
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**C. Inspections on Behalf of Illinois Liquor Commission**

Ms. Nomm stated the Department of Health has been offered the opportunity to perform liquor inspections on behalf of the Illinois Liquor Commission. There are currently over 600 establishments within McHenry County that would require inspections and the Department of Health would be reimbursed approximately \$45,000.00 per year.

Our inspectors are in many of these locations doing food inspections. Ms. Nomm stated it would take an additional 20-30 minutes to complete the liquor inspection and the department wouldn't need to send out additional staff for each inspection. Ms. Nomm said the department will need to re-evaluate staffing resources in order to complete the additional liquor inspections.

Mr. Clarke asked if our staff is trained and Ms. Nomm replied they were not. If we enter into a contract with the Liquor Commission, they will come to McHenry County and provide training for our staff.

Ms. Nomm said other health departments are also working with the Liquor Commission and it is working well for both parties. Once the Liquor Commission puts together a proposal, Ms. Adamson stated, it will be brought to the board for review.

<b>RESULT:</b>	<b>DISCUSSION</b>
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**D. McHenry Township Solid Waste Franchise Agreement Renewal**

Ms. Nomm said the franchise solid waste removal agreements in McHenry Township will expire next year. We have multiple franchise agreements and they are set up to expire around the same time. Ms. Nomm would like to propose to bring this under one franchise agreement. This would be fairly large and would cover approximately 7000 residents. It is a lengthy process Ms. Nomm stated, and the department will start on this very soon.

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<b>RESULT:</b>	<b>DISCUSSION</b>
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**E. Animal Control Collective Bargaining Agreement**

Ms. Cheryl Chukwu, Director of Human Resources told board members that she, David Drosos, Vet. Assistant Manager, Michelle Courier, State’s Attorney Office, and three employees from Animal Control were in negotiations with SEIU representatives. They requested a one-year contract. Ms. Chukwu discussed some of the changes of the new contract.

Most contracts across the county with non-union employees in the last year went up 2.25% for each year. Ms. Chukwu also said that they looked at positions and re-classifying them if necessary to bring them up to market. Ms. Chukwu said the challenge of retaining Animal Control Officers had to be addressed. Animal Control has lost seven officers because of wages. It was proposed to raise the beginning start rate and a 1% compression adjustment to employees who were below the start rate after the 2.25% increase. This allowed everyone to receive a wage increase.

The HMO and PPO insurance is closed and all future employees will be on HDHP with incentives. Ms. Chukwu noted some of the language in the contract will be revised to reflect some changes in the agreement and state requirements regarding union dues.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Linnea Axman
<b>SECONDER:</b>	Juliana Morawski
<b>AYES:</b>	Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Lin, Trevino
<b>ABSENT:</b>	McCann, Faccione, Hatch

**12. BOARD ISSUES**

**13. INFORMATION AND COMMUNICATIONS**

A. Thank You Letters-VPH

<b>RESULT:</b>	<b>PRESENTED</b>
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B. Thank You Letters-PHN

<b>RESULT:</b>	<b>PRESENTED</b>
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**14. OTHER BUSINESS**

**15. EXECUTIVE SESSION (AS NECESSARY)**

Motion made by Mr. Clarke, second by Dr. Lin to adjourn the regular meeting at 9:01 pm to enter into Executive Session to review and discuss Executive Session minutes for release. The motion passed unanimously with a voice vote.

Motion made by Dr. Stinson, second by Dr. Axman to release the Executive Session minutes without redaction or modification. The motion passed unanimously with a voice vote.

Motion made by Dr. Lorenc, second by Ms. Morawski to go out of Executive Session at 9:14 pm. The motion passed unanimously with a voice vote.

Motion made by Ms. Gaffney second by Mr. Clarke to go into Regular Session at 9:15 pm. The motion passed unanimously with a voice vote.

**16. APPENDIX**

A. Media Detail

**RESULT: PRESENTED**

B. Webstats

**RESULT: PRESENTED**

C. ENV Well & Septic Report

**RESULT: PRESENTED**

D. ENV Lab Report

**RESULT: PRESENTED**

E. PHN Reports

**RESULT: PRESENTED**

F. VPH Reports

**RESULT: PRESENTED**

G. SB131 Support Sheet

**RESULT: PRESENTED**

H. 2018 Electronics Recycling Data

**RESULT: PRESENTED**

**17. ADJOURNMENT**

Dr. Lorenc motioned, second by Mr. Clarke to adjourn regular meeting at 9:20 pm. The motion passed unanimously with a voice vote.