



MCHENRY COUNTY
BOARD OF HEALTH
MINUTES • AUGUST 26, 2019

Regular Meeting

County Board Conference Room

7:30 PM

667 Ware Rd, Administration Building, Woodstock, IL 60098

1. CALL TO ORDER

Meeting called to order at: 7:42 PM by William Stinson.

PRESENT: McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Adamson, Gugle, Nomm, Karras, Howell, Buthod, Volant

ABSENT: Faccone, Hatch, Axman, Lin, Trevino

2. PUBLIC COMMENT

3. MINUTES APPROVAL

A. Board of Health - Regular Meeting - Jul 22, 2019 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Mary McCann
SECONDER:	Cindy Gaffney
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski
ABSENT:	Faccone, Hatch, Axman, Lin, Trevino

4. DEPARTMENT & DIVISION UPDATES

Ms. Adamson informed board members that the grant period for the Opioid Surveillance Grant has been extended to August 2020 with an additional \$60,000 in funding. Ms. Adamson said the Department will be making revisions and looking to integrate this project into existing surveillance activities.

Ms. Adamson told the board about the timing of receipt of fully executed State contracts and initiation of program activities associated with those grants. Some signed contracts have been received only a few months prior to the end of the grant period. For mandated services, the Department performs those functions regardless of when we receive the contracts. However, other essential services may be delayed and result in unexpended grant funds. Ms. Adamson said she will work with County on ways to minimize disruption to services while awaiting signed contracts from the State.

Ms. Adamson mentioned that Head Start is looking for board members that have a medical background.

Ms. Adamson, Meaghan Haak, Susan Karras and Keri Zaleski attended the Striders, Walkers and Talkers (SWAT) meeting. Ms. Adamson reminded board members that a letter from the group was included in a prior Board of Health meeting packet. Started 20 years ago through the Health Department, the group encourages people to be active and provides a social support network. The group meets at the building adjacent to the Hollows in Algonquin Township. Ms. Adamson said it was a lot of fun and encouraged everyone to attend.

Dr. Stinson asked what concerns were brought up at the Northern Illinois Public Health Consortium meeting Ms. Adamson attended. Ms. Adamson stated that immigration and how it impacts local health departments, as well as funding were among the topics discussed. Ms. Adamson commented that Lauren Underwood was very open to hearing feedback and hosting meetings to discuss public health issues.

Ms. Nomm told board members she recently chaired the Food Sub-Committee for the Northern Illinois Public Health Consortium (NIPHC) which recommended a set of guidelines to offer regional reviews for certain types of restaurants. The Food Sub-Committee’s proposal was approved by the full NIPHC board. Ms. Nomm said this would streamline the process in facilities and possibly allow Environmental Health to do additional policies and regional guidelines.

Ms. Karras updated the board on the recent respiratory distress syndrome believed to be linked to vaping. Ms. Karras stated there are 193 cases nationwide affecting 22 states and one death in Illinois. Currently, there are 22 identified cases in Illinois and 13 potential cases under investigation. The symptoms are similar to pneumonia. The cause is unknown but one thing the individuals have in common is vaping. Ms. Karras said the investigations are very time consuming and intensive for staff because records are needed from all hospitals, physicians' offices, etc. where the individuals presented symptoms. And, the CDC is requesting the individual's vaping devices and products be shipped to them. Many of the individuals are underage and not cooperative, so the investigations are proving difficult.

Ms. Howell stated bargaining will start with the union staff within the next few months. There has been an uptick in serious cruelty situations with dogs and cats. Ms. Howell said her department is aware that sometimes this can be a sign of a spousal or family abuse. Animal Control is mandated to report to the FBI in the case that someone is found guilty, because they will follow up with those type of situations. Ms. Howell informed the board they are working closely with the Sheriff's Department, Environmental Health, Planning and Development, and some local organizations to tackle some of these situations.

Mr. Gugle told board members their accountant has recently accepted another position within the County. Mr. Gugle said another accountant has been hired from our Fiscal team and we are working hard to get back up to speed.

5. CONSENT AGENDA

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cindy Gaffney
SECONDER:	Juliana Morawski
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski
ABSENT:	Faccione, Hatch, Axman, Lin, Trevino

- 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. Elgin Recycling Inc.
- I. MRM-Electronics Manufacturers Recycling Management Company

6. NORTHWESTERN MEDICINE DISBURSEMENTS

- 1. Northwestern Medicine Disbursements

RESULT:	APPROVED [4 TO 0]
MOVER:	Mary McCann
SECONDER:	Cindy Gaffney
AYES:	McCann, Gaffney, Clarke, Morawski
ABSTAIN:	Lorenc, Stinson
ABSENT:	Facone, Hatch, Axman, Lin, Trevino

7. FAMILY HEALTH PARTNERSHIP DISBURSEMENTS

8. CONTRACTS AND AGREEMENTS - NEW

- A. Paper Tiger Document Solutions

Ms. Nomm said this is a one day document shredding event for county residents taking place at the Government Center. The documents are shredded onsite.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Juliana Morawski
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski
ABSENT:	Facone, Hatch, Axman, Lin, Trevino

- B. Epaint Recycling Solutions Inc.

Ms. Nomm said this is a free paint recycling event which will accept latex and oil based paints. This year, the Department is partnering with McHenry County College and will be holding the paint recycling at the college in conjunction with the Green Expo. We will be doing pre-registration so we don't exceed collection amounts.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Cindy Gaffney
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski
ABSENT:	Facone, Hatch, Axman, Lin, Trevino

- C. Data Use Agreement-Real Time Disease Detection

Ms. Adamson told board members there is no money tied to this agreement. The purpose is to give our staff, primarily the epidemiologist, access to Poison Control Center data for surveillance activities.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Stinson
SECONDER:	Mary McCann
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski
ABSENT:	Faccione, Hatch, Axman, Lin, Trevino

9. PROGRAM HIGHLIGHTS

10. OLD BUSINESS

11. NEW BUSINESS

A. ASAP Shelter

Board members were updated by Ms. Adamson regarding the complaint against the ASAP Shelter. Since the initial investigation, there was a follow-up visit at the site by both Animal Control and Environmental Health and there were no observed violations. Ms. Howell did add the majority of the complaint is covered by the Department of Agriculture because of licensing.

RESULT:	PRESENTED
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B. FY2020 Proposed Budget

Ms. Adamson reviewed the proposed FY 2020 budget including a summary of changes in income and projected expenses compared to FY 2019.

The Department is requesting supplemental funds for 2 positions for Animal Control. Ms. Adamson explained one is a new position and the other augments an existing position. Ms. Howell said the new position is for an Assistant Manager, Kennel Operations which oversees intakes, adoptions, transfers and rescues. Ms. Howell said there is currently no supervisor on staff working in the kennel. The other request is to increase hours for the existing Office Assistant II.

The difference between the revenue and expenditures is the amount of general funds that support the Department. Contractual services and commodities expenditures are flat, per the County budget policy. The Animal Shelter Fund and Health Scholarship Fund are used for special circumstances and are small funds outside of what we budget for.

Ms. Adamson stated the Department's revenue is down more than \$488,000 compared to FY2019, primarily due to the discontinuation of the Family Case Management grant which was \$426,360; however, our potential revenue is projected to increase from Environmental Health's fees/fines by \$10,000 and Animal Control's registration fees by \$100,000. Ms. Adamson also noted that the Department's draw on the general fund is up by \$440,000.

Ms. Karras explained that some of the positions from Family Case Management were created on resolution, so we had been able to defer the cost to the general fund by using the grant. When the grant was lost, we re-classified the positions to meet other needs within the Nursing Division. Ms. Karras said Nursing is also interested in applying for the Better Birth Outcome Grant next year. Ms. Adamson said the Department has mandated services it's required to do regardless of grant funding to support the activities.

Ms. Karras was asked to explain the subscription expenses on the budget. Ms. Karras said the subscription line includes a wireless notification system for monitoring temperatures for vaccine storage, which is required, and any books that a grants want us to distribute to participants or providers.

Ms. Adamson explained that because the County switched systems from last year, and because the County coded some things differently from how the Department of Health tracked them internally, some of the numbers didn't line up easily. However, the overall numbers match and as we move forward in the coming years this should be an issue.

Mr. Clarke asked about the pay increase and if it would be done the same as last year. Ms. Adamson said it would be done as last year at 2.25% and is based on the employee's evaluation points. The County is moving the compensation scale up by 1.125%, which will affect mainly new hires. It will also create compression, as it did last year, and the compression adjustments will be the same as last year.

Ms. Adamson said there were some adjustments made to the Highlight and Goal sheet and will forward board members an updated copy.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski
ABSENT:	Facone, Hatch, Axman, Lin, Trevino

12. BOARD ISSUES

13. INFORMATION AND COMMUNICATIONS

A. Thank You Letter

RESULT:	PRESENTED
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B. Happy Ever After

RESULT:	PRESENTED
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14. EXECUTIVE SESSION (AS NECESSARY)

15. APPENDIX

Motion made by Dr. Lorenc, second by Mr. Clarke to adjourn regular meeting at 8:52 pm. The motion passed unanimously with a voice vote.

A. Media Detail

RESULT:	PRESENTED
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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. Additional VPH Reports

RESULT: PRESENTED

16. ADJOURNMENT

Motion was made by Dr. Lorenc, second by Mr. Clarke, to adjourn the regular meeting at 8:52 pm. Motion passed unanimously with a voice vote.