



MCHENRY COUNTY
BOARD OF HEALTH
MINUTES • FEBRUARY 24, 2020

Regular Meeting

Animal Control & Adoption Center

6:30 PM

100 North Virginia Street, Crystal Lake, IL 60014

1. CALL TO ORDER

Meeting called to order at: 6:33 PM by William Stinson.

PRESENT: McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen, Adamson, Gugle, Nomm, Karras, Howell, Buthod, Volant
ABSENT: Faccone, Lin, Trevino

2. PUBLIC COMMENT

3. MINUTES APPROVAL

A. Board of Health - Regular Meeting - Jan 27, 2020 6:30 PM

RESULT: ACCEPTED BY VOICE
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4. DEPARTMENT & DIVISION UPDATES

Ms. Adamson stated she is working with the Consultant to find some available dates for the Strategic Planning. She told board members in order to accommodate schedules, they will look into Saturday dates and also the possibility of having 2 weekday evening meetings. An e-mail will be sent with the additional dates this week.

The County is in the process of writing the budget policy for 2021. Ms. Adamson said the Department will start working on the budget within the next few months.

Information was handed out to interested board members about the National Association of Local Boards of Health Conference scheduled for August in Grand Rapids, Michigan. Ms. Adamson said she will add this to the agenda soon so there can be some discussion on who would like to attend.

Ms. Nomm followed up the last month's discussion regarding 300 West. Ms. Nomm said the States Attorney's Office sent out a follow-up letter this week regarding the groundwater use restriction ordinance and indicated the County of McHenry is not interested in pursuing it at this time.

Ms. Nomm also updated members about the Hennings subdivision, which has a wastewater treatment facility with only 18 homes. The developer has recently filed for bankruptcy. Ms. Nomm met with residents and their attorney, Department of Planning & Development and the States Attorney's Office and what they are proposing is to try to move forward and re-commission the wastewater facility and utilize on-site wastewater treatment systems. There are some challenges with that because ground disturbance and mass grading done during the development process. There is a site located that is partially inside and partially outside of the subdivision. We are currently waiting on the bankruptcy process that will determine if the developers can gain access to this site.

A resident from the subdivision informed Ms. Nomm that the certified operator that is overseeing the project is leaving at the end of the month. Ms. Nomm told board members she will be in touch with the

operator and the IEPA representative to make sure there will be no immediate sanitary issues when the operator leaves.

Ms. Nomm stated her biggest concern was to find an alternative for these homes. There are currently people living in them and 20 lots are privately owned. The Department has done some calculations and reviewed the conditions prior to subdivision being platted and it may be possible to accommodate the existing homes and possibly give some options for people who own lots.

Ms. Karras stated there are no deaths reported in McHenry County from influenza. In regards to the Coronavirus, the Nursing Division is currently working with Emergency Preparedness on the N95 masks. Ms. Karras said that there are restrictions on ordering masks a proof that they are needed. We had a stockpile of masks, but the majority of them have expired. Our masks were stored in a climate controlled environment and are still useable. Ms. Karras said we have enough that we can respond for approximately 1 week and then we would have to request a stockpile to be sent to us. The front line staff that have to respond are being fitted for the masks and we are actively planning preparedness.

Ms. McCann asked how the Department is communicating information in keeping the public informed since many people no longer read the newspaper. Ms. Adamson and Ms. Karras responded that we utilize our social media, press releases to newspapers and distribution of information to providers. We also utilize our website and are updating information as situations change.

Ms. Howell said Animal Control is working with GIS on a mapping project to map out activity such as animal bite occurrences and where other situations are happening within the county. Animal Control is also working with IT to have all of our activity reports entered in Onbase, the County's database system.

Ms. Howell said they are actively interviewing for open positions. The Assistant Manager position has just been posted. One part time position has been offered and we will be offering the Lead Animal Control position later in the week. Ms. Howell noted there has not been many applications for the part time office positions. Ms. Howell added that once the Bargaining Agreement goes through, it may be a little easier to fill these open positions.

5. CONSENT AGENDA

A. Disbursements

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kyle Marcussen
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccone, Lin, Trevino

B. Income & Expenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kyle Marcussen
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccone, Lin, Trevino

C. Administrator Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kyle Marcussen
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccione, Lin, Trevino

D. ADM Division Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kyle Marcussen
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccione, Lin, Trevino

E. ENV Division Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kyle Marcussen
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccione, Lin, Trevino

F. PHN Division Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kyle Marcussen
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccione, Lin, Trevino

G. VPH Division Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kyle Marcussen
SECONDER:	Ted Lorenc
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Marcussen
ABSENT:	Faccione, Lin, Trevino
PRESENT:	Morawski

6. NORTHWESTERN MEDICINE DISBURSEMENTS

1. Northwestern Medicine Disbursements

RESULT:	APPROVED [5 TO 0]
MOVER:	Mary McCann
SECONDER:	Cindy Gaffney
AYES:	McCann, Gaffney, Clarke, Morawski, Marcussen
ABSTAIN:	Lorenc, Stinson
ABSENT:	Faccione, Lin, Trevino

7. CONTRACTS AND AGREEMENTS - NEW

A. Livestories

Ms. Adamson said this is a public facing tool the Department can use to communicate about our Community Health Needs Assessment. This has been discussed with our community partners and everyone seems to be interested. Livestories will have its' own website where the Department and community partners can report on activities and our progress results. The cost will be shared with our partners and the cost for each partner will be \$625.00 per year.

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

B. Abrahams On-Site Shredding Service - April

Ms. Nomm said the contracts are for 2 separate on-site shredding events; one in Harvard and one at the Government Center in Woodstock. There will be two trucks at the Harvard event and one truck in Woodstock.

Ms. Nomm stated these events offer residents an opportunity to dispose of their private and personal papers in a responsible way and once shredded on-site, they are recycled.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Kyle Marcussen
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccione, Lin, Trevino

C. Abrahams On-Site Shredding Service - May

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Kyle Marcussen
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Marcussen
ABSENT:	Faccione, Lin, Trevino

8. PROGRAM HIGHLIGHTS

A. Online Permitting

Joe Gogle and Patti Nomm provided a summary of the online payment options in Environmental Health. The Department has a variety of permit and service fees associated with their programs. Previously, customers could pay in person or mail a check. Staff would also collect fees in the field. Joe was able to work with Govpay, the Department's credit card vendor, to set up individual accounts for different types of services to facilitate tracking of the payments. Joe also worked with our IT department to develop the online applications. Currently customers can apply for Temporary Health permits and pay for their annual health permit renewals online. Some customers have already taken advantage of the online opportunities. The Administrative Division will be able to process requests for birth and death certificates in the very near future. The remaining Environmental Health permits and services will then be added to the online options. Joe demonstrated the process for online payments on the Department's website.

RESULT:	PRESENTED
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9. OLD BUSINESS

A. Animal Control Collective Bargaining Agreement

Ms. Cheryl Chukwu, Human Resources Director for McHenry County explained to board members some language in the agreement was either added, removed or modified. Some examples were the death benefit amount added to the life insurance, adding cannabis to the drug policy, new state legislation regarding the Sick Leave Act and removing fair share language out of the Janus Decision.

Ms. Howell said On-call language regarding call times were cleaned up for clarification and the probationary periods were extended to (9) months and can be extended another (3) months if needed. The title of Lead Animal Control Officer was added to the Agreement. Ms. Howell explained an officer (who was already part of the Bargaining Unit) was made the Lead Officer and received the new title.

Base Starting pay was increased, annual increases were added and a 1% compression adjustment for employees that have been here for a number of years was also added. Ms. Chukwu said a shift differential was added to the agreement for holidays and employees that have to work on a Sunday.

RESULT:	PRESENTED
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B. Review of Public Health Ordinance Article VI-Animal Control

Ms. McCann informed board members that the Planning, Regulation, Ordinance & Public Relations Committee meeting met prior to the Board of Health meeting this evening to review Public Health Ordinance Article VI-Animal Control. After a discussion between the three Committee members in attendance, it was determined there would not be three affirmative votes to pass a recommendation. It was voted to move discussion to Board of Health without Committee action.

Ms. Howell reminded board members this ordinance was reviewed 3 or 4 times by the Ordinance Committee and approved by the Board of Health. This ordinance has been brought before all necessary committees, some of whom requested changes and/or additional information. Ms. Howell stated it is now back to the Board of Health for approval with some additional changes. Ms. Howell stated this is a time sensitive issue and in order to enforce the state law of cat vaccination and to receive the fees to offset the costs of enforcing this law, Ms. Howell stated it is imperative that the Board pass the cat registration.

There are other changes throughout the ordinance Ms Howell stated. The safety fee for animal bites should have been added to Article VII under fees and had been added into the Ordinance.

Ms. Howell reviewed the letters that were sent to the County Board from the American Kennel Club and the Illinois Federation of Dog Clubs & Owners. She told board members that some adjustments of the language were made however, some language quoted in the letters was incorrect.

Ms. Howell made mention of the Illinois Animal Control Act and the Illinois Humane Care for Animals Act in the General Provisions section as reference for the ordinance.

On the States Attorney's recommendation, Ms. Howell added some language in determining where a vicious dog will reside during the court case.

Ms. Howell said she changed the language regarding barking. She looked up what Kane and Lake County are doing and adopted that language to our ordinance. The Notice to Appear (NTA) and the euthanasia language were removed but that will now be a choice for a judge.

Under the Cruelty section for tethering, Ms. Howell stated we adopted some language from the Humane Care for Animals Act and withdrew the hours that a dog cannot be tethered.

Another recommendation by the States Attorney's Office was to add a new section for posting security. This is something we do under the Humane Care for Animals Act. Often times Animal Control has to care for animals for an extended period of time and this section will allow Animal Control to go to court to receive payment from the owner.

Board members and Mr. Clarke discussed some of his concerns regarding the ordinance. He stated he is very concerned about the language in the ordinance, especially in regards to the potentially dangerous dog section and tethering. Mr. Clarke said the language is too strict and regulatory.

A motion was made by Mr. Marcussen, second by Ms. Morawski, to remove the first sentence from Section F-Tethering which reads; No person or owner shall chain or leash an unsupervised dog outside for a period longer than 9 (one) hour. Motion was passed by a voice vote.

A motion was made by Ms. Gaffney, second by Ms. McCann to approve Ordinance VI. Motion was passed with a roll call vote.

RESULT:	APPROVED [6 TO 1]
MOVER:	Cindy Gaffney
SECONDER:	Mary McCann
AYES:	McCann, Lorenc, Stinson, Gaffney, Morawski, Marcussen
NAYS:	Clarke
ABSENT:	Faccione, Lin, Trevino

10. NEW BUSINESS

A. 2021 Electronics Recycling Opt-In Form

Ms. Nomm explained this is a required form by the IEPA and is due March 1, 2020. It states that the Department plans to operate an electronics recycling program in 2021. The Department is in its' second year of working with Elgin Recycling. On our single day recycling events last year, we collected approximately 57,000 lbs. and had over 1000 participants. Ms. Nomm said they are popular events and there are no costs to the County.

RESULT: PRESENTED

B. Hearing Committee

Ms. Adamson said that when ordinances were passed, Article I established a Hearing Committee. At one point, the Board of Health had a Hearing Committee and another committee needs to be established. The purpose of a Hearing Committee is to hear the petitioner’s appeal, check facts regarding the appeal and make a recommendation to the Board of Health. Once an appeal is made, the Board of Health has ten days to respond.

Mr. Gugle said that by creating the committee, a change needs to be made to the bylaws. This requires giving Board of Health members a 2 week notice of change for review before the next Board of Health meeting. If the bylaws are approved, then members can be selected to serve on the committee. Mr. Gugle also stated that the previous Hearing Committee had 4 members and was not made up of Board of Health members.

It was suggested that the committee be made up of 5 Board of Health members and appointed by the Board of Health President.

RESULT: PRESENTED

11. BOARD ISSUES

12. EXECUTIVE SESSION (AS NECESSARY)

Motion to adjourn the regular meeting at 8:30 pm was made by Ms. Gaffney, second by Mr. Clarke to discuss Personnel issues. The motion passed unanimously with a voice vote.

Motion to go out of Executive Session at 8:50 pm was made by Ms. McCann, second by Ms. Morawski. The motion passed unanimously with a roll call vote.

Motion to go into Regular session at 8:51 pm was made by Ms. Gaffney, second by Mr. Marcussen. The motion passed unanimously with a roll call vote.

13. APPENDIX

A. Webstat

RESULT: PRESENTED

B. ENV Well & Septic Report

RESULT: PRESENTED

C. ENV Lab Report

RESULT: PRESENTED

D. PHN Reports

RESULT:	PRESENTED
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E. VPH Reports

RESULT:	PRESENTED
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14. ADJOURNMENT

Motion to adjourn meeting at 8:51 pm was made by Ms. Gaffney, second by Ms. McCann. Motion was passed by a voice vote.