MINUTES
REGULAR MEETING – ROCK ISLAND COUNTY
BOARD OF HEALTH

TIME: 5:30 p.m., Thursday, November 5, 2015
PLACE: Conference Room, Rock Island County Health Department
        2112 25th Avenue, Rock Island, Illinois  61201

MEMBERS
Mr. John Neary, RN, President

PRESENT:
Ms. Kate Varlas Teel, Vice President
Mr. Leon Gibson, Secretary
Mr. Ed Langdon, County Board Representative
Dr. Patricia Barron
Mr. Jim Flannery
Mr. Greg Pagliuzza

MEMBERS
Dr. Mark Bollaert

ABSENT:
Ms. Sommer Livengood, ARNP
Ms. Nancy Mulcahey
Dr. Prem Virdi

STAFF
Ms. Nita Ludwig, Public Health Administrator

PRESENT:
Ms. Linda L. Roberts, Manager, Human Resources
Mr. Gary Bryant, Chief Financial and Information Officer

President Neary called the meeting to order at 5:30 p.m.

MOTION
The minutes of the October meeting were approved with a correction. The motion to approve was made by Ms. Varlas Teel, second by Dr. Barron. Motion carried.

MOTION
The transfers of appropriations were approved with a motion by Mr. Gibson, second by Mr. Pagliuzza. Motion carried.

The financial report for the period ending October 31, 2015, shows revenues of $198,959 and expenditures of $421,315 for a total deficit of $222,356. The department now has a year to date deficit of $307,561.

The Health Department’s balance sheet shows our cash balance of $3,151.31 and investments of $446,000. The department currently has funds available to pay the first payroll in December.

MOTION
Mr. Langdon made a motion to postpone the payment of the two cost allocation payments to the County due to the lack of State payments to the department, second by Mr. Flannery. Motion carried.

The department’s grants accounts receivable has a balance for FY 2015 of $497,000. There are seven State grants totaling $359,443 that are held up due to the budget impasse.
The Illinois Association of Public Health Administrators (IAPHA) is requesting the Local Health Protection Grant monies ($95,000 for Rock Island County) be released to local health departments. The Department should start seeing Federal monies for our Emergency Preparedness fund, which is passed through the State.

**MOTION**
Ms. Varlas Teel made a motion to approve the financial report, second by Mr. Flannery. Motion carried.

The Board of the School Health Link, Inc. has contracted with Sally O’Donnell as a consultant to provide oversight of the Silvis and Rock Island clinics until the Health Department can hire a new supervisor.

**MOTION**
Ms. Varlas Teel made a motion to close the meeting at 5:47 p.m., second by Mr. Gibson. The meeting was closed with a unanimous voice vote under 5 ILCS (c) (1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

**MOTION**
Mr. Gibson made a motion to open the meeting at 6:15 p.m., second by Mr. Langdon. Motion carried.

Mr. Bryant requested the Department purchase a Citrix Encryption program which will enable us to e-mail large medical records securely and also ensure the documents sent would be in compliance with HIPAA (Health Insurance Portability and Accountability Act). The Department would not need to sign a contract and would have ten licenses. If there would be a HIPAA breach Citrix would be responsible for 100% of any and all fines. The Citrix Encryption does work with our electronic health records. Mr. Gibson made a motion to approve this encryption program, second by Dr. Barron. Motion carried.

Environmental Health had three employees watch a webinar demonstrating an internet-based inspection and reporting system that IDPH (Illinois Department of Public Health) recently contracted to utilize. This system could be customized for local health departments’ use at significant cost savings. Our Environment Health Program has been unable to implement such a program due to financial constraints.

A compliance conference was held with a local restaurant regarding a chronic lack of certified food managers at the location. An agreement was reached to have qualified personnel take the exam the following week.

Emergency Planning and Response will hold a full scale exercise in June for the entire Department with an emphasis on dispensing medication for an anthrax outbreak.
A call down drill was performed for the management staff of the department per Emergency Preparedness requirements. We had an 83.3% compliance to this drill.

MOTION

The service delivery report was approved with a motion by Dr. Barron, second by Mr. Pagliuzza. Motion carried.

Ms. Ludwig informed the members that the IAPHA is working hard to get the message out regarding the dire straits some LHDs (local health departments) are facing due to the budget impasse.

The CHA (Community Health Assessment) has made the top priority mental health. Although our Department does not provide mental health services to our county, we will be facilitating provider and family focus groups to determine areas where improvements can be made.

The Department is helping to plan the 2016 Disaster Conference. Mr. Neary informed the members if they were available it would be worth their effort to attend this conference.

MOTION

Mr. Pagliuzza made a motion to approve the Administrator’s report, second by Ms. Varlas Teel. Motion carried.

MOTION

The Human Resource report was approved with a motion by Mr. Langdon, second by Dr. Barron. Motion carried.

MOTION

The claims were approved with a motion by Ms. Varlas Teel, second by Mr. Flannery. Motion carried. A brief discussion was held regarding the monthly cost of Certified Death certificates.

The meeting was adjourned at 6:38 p.m.

Respectfully submitted,

Mr. Leon Gibson, Secretary. by
Linda L. Roberts, PHR

LG/LLR