

**Kankakee County Health Department
Regular Meeting
June 16, 2011**

Members Present: Dr. O. Akintilo, Mr. W. Boudreau, Dr. J. Jurica, Mr. P. McConnell,
Ms. J. Richmond, Dr. J.R. Tripp

Members Absent: Mr. J. Buono, Ms. B. Durell, Dr. L. O'Connor

Staff Present: Ms. B. Schaafsma, Mr. J. Bevis, Ms. K. Marcotte

Others Present:

Dr. Jurica called the meeting to order at 6:34 pm. Dr. Tripp motioned to approve the agenda; Mr. Boudreau seconded the motion which passed unanimously.

PUBLIC COMMENT

None.

A motion was made by Mr. McConnell to accept the minutes of the April 14, 2011 Board of Health minutes. Seconded by Mr. Boudreau the motion passed unanimously.

EMPLOYEE INFORMATION

None.

Client Services

Bonnie reported that it appears that the Teen Parent Services grant (approximately \$60,000) will not be renewed for FY12. This program worked with pregnant and parenting teens to encourage/assist them to stay in high school or complete their GED. It is part of the TANF (Temporary Assistance for Needing Families) employment and training program through DHS (Department of Human Services). The plan is for DHS to take over this program themselves. This grant provided for one full time employee who will move into a previously vacated position in case management.

Environmental Health

None.

Health Promotion

None.

ADMINISTRATIVE REPORTS

Financial Status

Ms. Schaafsma presented the April and May 2011 financial reports for approval. If we would have received Local Health Protection and property tax money we would be ahead in the budget. Once again this year, the State will have until the end of December to payout FY11 grant monies. The "cushion" in the checking account is from money previously taken out of invested CDs. Currently the only invested monies are in the IPTIP (Illinois Public Treasurers' Investment Pool). At the end of April, 41.6% of the year, we have received 27.93% of the revenue and allocated 37.44% of the expenses. At the end of May, 50% of the year, we have received 35.11% of the revenue and allocated 44.69% of the expenses. Mr. Boudreau made a motion to approve the April and May 2011 reports. Seconded by Dr. Tripp the motioned passed unanimously.

SKDO is finished with the financial audit and it will be presented at the next BOH meeting for approval. We ended FY10 with a fund balance of approximately \$50,000. There were no major findings. There was a new requirement for DHS grants requesting time studies to be done all of the time and some additional monitoring due to the additional “transparency” legislation.

OLD BUSINESS

None.

NEW BUSINESS

Bonnie discussed the recently obtained “estimates” from Bennett and Brosseau Roofing, C & C General Contractors, and Langlois Roofing. All three would recommend a new roof. The building commission owns the building and a new roof was installed over the existing roof during the remodeling. Different options were discussed. Mr. Boudreau motioned to form a sub-committee to further investigate repairing the roof. Dr. Tripp seconded the motion which passed unanimously. Dr. Jurica appointed Mr. McConnell and Dr. Tripp to the sub-committee. Ms. Schaafsma will contact the insurance company to report the recent damage to the portable sign, roof, and HVAC systems.

EXECUTIVE SESSION

On a motion made by Mr. McConnell, seconded by Dr. Tripp, and approved unanimously the Board moved into Executive Session at 7:16 p.m. to discuss legal issues. The Board returned to regular session at 7:34 p.m.

ADJOURNMENT

There being no further business before the Board, Ms. Richmond moved to adjourn at 7:35 p.m. The motion, seconded by Dr. Tripp, passed unanimously.

Minutes respectfully submitted by,
Ms. Jean Richmond, Secretary

Minutes reviewed by, Ms. Bonnie Schaafsma, RN, BSN, MBA Public Health Administrator

Minutes prepared by, Ms. Kris Marcotte, Administrative Coordinator