

**Kankakee County Health Department
Regular Meeting
March 15, 2012**

Members Present: Dr. O. Akintilo, Mr. W. Boudreau, Ms. B. Durell, Ms. L. Faber, Dr. J. Jurica,
Mr. P. McConnell, Dr. L. O'Connor, Ms. J. Richmond, Dr. J.R. Tripp

Members Absent:

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

Others Present:

Mr. Boudreau called the meeting to order at 6:30 pm. Dr. Jurica motioned to approve the agenda; Dr. O'Connor seconded the motion which passed unanimously.

PUBLIC COMMENT

None.

A motion was made by Mr. McConnell to accept the minutes of the January 26, 2012 Board of Health minutes. Seconded by Ms. Faber the motion passed unanimously.

EMPLOYEE INFORMATION

Ms. Schaafsma announced the twenty year employee anniversary of Linda Coffie who is a Lead Inspector in Environmental Health. Ms. Coffie assesses homes in Kankakee County for lead. In addition she provides lead safety education to families. KCHD works closely with the City of Kankakee through a HUD grant providing eligible properties funding to remove lead hazards. She will be recognized with a certificate at the next Full Staff meeting.

Client Services

Ms. Schaafsma reported the BCCP will receive an additional \$75,000 in clinical service funding. The state has caught up with grant reimbursement payments for this program.

Environmental Health

Mr. Bevis introduced Mr. Rick Clevenger from Tyson Engineering who is requesting approval of the septic and well proposal for River Rock Estates subdivision. Each lot is larger than one acre. Mr. Bevis noted that there were some questionable water soil samples and additional testing was completed. Historically, once drainage tiles are in place the water tables lower. In time, when construction finally begins, the water tables will probably be even lower. Sewage codes dictate that additional fill needs to sit a year and then be retested as the characteristics of the lots will change due to the fill and drainage tiles. Mr. Bevis recommends the approval of the conventional septic and well proposal with specific maximum trench depths for each of the twenty lots. The Board discussed various concerns regarding basements, flooding, and the type of septic systems that would be used. Mr. McConnell made a motion to approve the septic and well plans as presented. Seconded by Dr. Jurica the motion passed unanimously.

Health Promotion

None.

ADMINISTRATIVE REPORTS

Financial Status

Ms. Schaafsma presented the January and February 2012 financial reports for approval. At the end of January, 16.6% of the year, we have received 22.27% of the revenue and allocated 18.67% of the expenses. At the end of February 25% of the year, we have received 27.47% of the revenue and allocated 25.99% of the expenses. Ms. Schaafsma noted that we received a significant amount of income in January including Local Health Protection and Case Management grant monies. An additional Accounts Receivable report was distributed and reviewed. Ms. Schaafsma suggested that the finance committee meet to discuss options of investing. The committee members suggested moving \$600,000 into the IPTIP account which would cover the projected costs for the roof replacement and leave a sufficient balance in the checking account. Dr. Tripp made a motion to approve the January and February 2012 financial reports. Seconded by Dr. Jurica the motion passed unanimously. Mr. Boudreau asked if any thought had been given to refinance the building bond; Ms. Schaafsma will look into the matter.

OLD BUSINESS

Mr. McConnell provided a status report on the roof replacement project. Mr. Bohlman (RGB Architectural Group) is in the process of preparing the bid specifications. It is suggested that this process start sooner than later as it will take a couple of months until the actual work would begin. With a motion made by Dr. Jurica, it was the consensus of the Board was to move forward. Seconded by Ms. Durell the motion passed unanimously.

NEW BUSINESS

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business before the Board, Dr. Jurica moved to adjourn at 7:05 p.m. The motion, seconded by Dr. Akintilo, passed unanimously.

Minutes respectfully submitted by,
Mr. Pat McConnell, Secretary

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

Minutes prepared by, Ms. Kris Marcotte, Administrative Coordinator