

Kankakee County Health Department
Regular Meeting
April 11, 2013

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

Members Absent: Dr. O. Akintilo, Ms. B. Durell, Ms. L. Faber, Dr. L. O'Connor

Staff Present: Ms. B. Schaafsma, Ms. K. Marcotte

Others Present:

Mr. Boudreau called the meeting to order at 6:32 pm. Dr. Jurica motioned to approve the agenda; Mr. McConnell seconded the motion which passed unanimously.

PUBLIC COMMENT

None.

A motion was made by Mr. McConnell to accept the minutes of the February 21, 2013 Board of Health minutes. Seconded by Dr. Jurica the motion passed unanimously.

EMPLOYEE INFORMATION

Ms. Schaafsma announced the five year employee anniversary of Pam Morrison, RN Case Manager in Maternal Child Health. In addition, Linda Hildebrandt, Health Educator reached her 25 year employee anniversary. Linda has done a lot of work in the schools providing health education. The 25th annual Teen Conference will be held on May 7. This is a day-long event for area 8th and 9th graders held at Olivet.

Client Services

None.

Environmental Health

Mr. Bevis reviewed the current Temporary Food Establishment permits that are available. They include: 1 day single event - \$25.00, 2-14 days single event - \$40.00, Farmer's Market (14 collective days) - \$65.00, Farmer's Market (28 collective days) - \$120.00, and Seasonal Concession Stands - \$80.00. He proposed, for the Board's approval, an additional permit that would be applicable for vendors that operate throughout the season utilizing the same stand and menu. The fee would be \$40.00 for the first event, plus \$10.00 for each additional event. Dr. Jurica asked about the qualifications for non-for-profit agencies. Mr. Bevis explained that these agencies should inform us of their event, but their fee is waived if certain conditions are met (IE no more than 3 days in a row or 12 days annually, etc). The goal is to provide food safety education. There are approximately 200 temporary food events a year. Dr. Tripp made a motion to approve the new temporary food permit. Seconded by Dr. Jurica, the motion passed unanimously.

Ms. Schaafsma noted that Environmental Health recently sponsored a half day septic seminar for contractors. There were approximately 20 attendees with 3 presenters.

Health Promotion

None.

ADMINISTRATIVE REPORTS

Financial Status

Ms. Schaafsma presented the February and March 2013 financial reports for approval. At the end of February

2013, 25% of the year, we have received 11.39% of the revenue and allocated 23.67% of the expenses. At the end of March 2013, 33% of the year, we have received 20.10% of the revenue and allocated 32.93% of the expenses. Ms. Schaafsma stated that at this time of the year revenues are behind because we are waiting for property tax payments. In March, we received approximately \$232,000 in revenue; expenses are in line. An Accounts Receivable report was also provided and shows \$382,506.61 outstanding through 03/31/13. Dr. Jurica motioned to approve the February and March 2013 financial reports. Seconded by Ms. Richmond the motion passed unanimously.

OLD BUSINESS

None.

NEW BUSINESS

Ms. Schaafsma confirmed that all Board members received the Economic Interest Statement information from the County Clerk's office. These are due May 1.

There are four Board members whose term expire in June; they are Mr. Boudreau, Ms. Durell, Dr. Tripp, and Dr. O'Connor. Dr. O'Connor has decided not to reapply for his position due to health issues. He has a replacement dentist who is interested. Please let Mr. Bossert know of your interest in continuing on the Board.

Ms. Schaafsma stated that last week was Public Health Week. Each day had a special emphasis and handouts were provided to clients and staff. Cake was provided last week and a potluck lunch will be held tomorrow for staff. In regards to "public health", Dr. Tripp commented about his concern for obesity in children. Noting that the food in schools is not nutritious. Ms. Schaafsma replied that a priority established from the community needs assessment was risk factors for chronic disease. A committee was formed and is currently focusing on obesity. The Illinois Public Health Institute and Illinois Maternal Child Health Coalition are trying to work with schools to removed trans fat items from vending machines. Ms. Schaafsma noted that WIC does a lot of nutrition education for families with children through age five. WIC clients and seniors can get Farmer's Market vouchers to receive fresh fruit and vegetables. Caseload for WIC is declining; it is felt that due to the economy more families are receiving food stamps. There isn't a restriction to the type of food that can be purchased and oftentimes unhealthy choices are made. Another initiative in Kankakee that goes along with the Surgeon General's theme of "take a walk" is the idea of creating/improving the walking/biking trails.

EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business before the Board, Dr. Tripp moved to adjourn at 6:58 p.m. The motion, seconded by Mr. McConnell, 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