

**Kankakee County Health Department
Regular Meeting
August 15, 2013**

Members Present: Mr. W. Boudreau, Dr. J. Jurica, Mr. P. McConnell, Dr. S. Wu

Members Absent: Dr. O. Akintilo, Dr. R. Hess, Ms. J. Richmond

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

Others Present:

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

PUBLIC COMMENT

None.

A motion was made by Mr. McConnell to accept the minutes of the July 11, 2013 Board of Health minutes. Seconded by Dr. Jurica the motion passed unanimously.

EMPLOYEE INFORMATION

None.

Client Services

Ms. Schaafsma discussed the recent IBCCP review with the Board. Overall comments were positive. One finding was not sending out the physician survey in January. This was an oversight and was sent in August. Ms. Boudreau reviewed the details of the grant which covers women 40-64. They can be underinsured or not have insurance. We pay the doctors/providers and then get reimbursed by the grant. There have been a lot of "abnormals", both breast and cervical, which takes more of the screening monies. Once a client has been diagnosed through the program they can obtain coverage through Medicaid for further treatment.

Environmental Health

None.

Health Promotion

None.

ADMINISTRATIVE REPORTS

Financial Status

Ms. Schaafsma presented the June 2013 financial reports for approval. At the end of June 2013, 58.3% of the year, we have received 52.21% of the revenue and allocated 60.47% of the expenses. Ms. Schaafsma noted that at this time of the year revenue is behind awaiting property tax payments in July. Dr. Jurica motioned to approve the June 2013 financial report. Seconded by Dr. Wu the motion passed unanimously.

The County Board approved a new insurance carrier changing from Blue Cross Blue Shield to United Healthcare. First projections looked at an increase of 10-14%, but now it appears to be around 1%. Ms. Schaafsma stated that she will be starting on the FY14 budget and hopes to present it at the October meeting for approval.

OLD BUSINESS

Mr. McConnell presented the estimates for the parking lot repairs. He would recommend using Kankakee Valley Construction Company to repair the manhole covers at a cost of \$8,000. The quote from R&R Construction was \$12,000. Mr. McConnell recommended Freehill Asphalt to repair the cracks for an amount of \$9,780, resurface and restripe the parking lot for approximately \$25,800. R&R Construction was almost \$30,000. Mr. McConnell motioned to approve the work to be completed by Kankakee Valley Construction Company and Freehill Asphalt for the parking lot repairs. Dr. Jurica seconded the motion which was approved unanimously.

Ms. Schaafsma commented that currently our HVAC maintenance contract is with Holohan. The Board agreed to get quotes from other companies to compare prices. Holohan did come and fix some leaking seals around the HVAC units. S&S Sheet Metal removed and sealed an old vent in the dock area that was leaking.

NEW BUSINESS

Ms. Schaafsma informed the Board of money available from the federal government to assist the public in enrolling those who are currently uninsured with the plans available through public health insurance (Medicaid) and/or the Market Place. There are approximately 4200 people in Kankakee County needing assistance. Enrollment will be October 1 through March 15 with an effective date of January 1, 2013. We applied as a consortium of health departments throughout the State and will receive \$131,000 for education, outreach, and assistance. Funding will be for one year. The budget has \$117,000 for salary and will include a portion of existing staff and fund a recently created management position, Community Outreach and Planning Coordinator. This person will be the program manager of the In-Person Counselor grant and supervise two part time contractual employees. Mr. McConnell motioned to approve the grant including the staffing. Dr. Jurica seconded the motion which passed unanimously.

Ms. Schaafsma brought a recent occurrence to the attention of the Board. An RN Case Manager was involved in a hit and run accident while traveling for a home visit. There was approximately \$2,000 in damages to her vehicle and she has a \$500 deductible. The employee is asking to be reimbursed for her deductible. Ms. Schaafsma noted that currently there isn't a policy that specifically addresses this situation; the County does not have one either and has no plans to implement one. Use of a personal vehicle with mandatory auto liability insurance is part of their job requirements listed in the job description. The type of collision coverage is not dictated. Mileage is reimbursed at the State rate to cover gas, maintenance, expenses, etc. Discussion ensued regarding the complicated nature of developing such a policy. The consensus of the Board was to deny the request at this time.

The Salvation Army asked to place collection containers on our property which are now located at the front edge of the parking lot.

EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business before the Board, Mr. McConnell moved to adjourn at 7:21 p.m. The motion, seconded by Dr. Jurica, 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