

**Kankakee County Health Department  
Regular Meeting  
March 12, 2015**

Members Present: Dr. O. Akintilo, Dr. J. Jurica, Mr. P. McConnell, Ms. J. Richmond, Dr. S. Wu

Members Absent: Mr. W. Boudreau, Dr. R. Hess, Ms. S. Crawford-Willis

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

Others Present:

Dr. Jurica called the meeting to order at 6:40 pm. Dr. Akintilo 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 December 11, 2014 Board of Health minutes. Seconded by Dr. Akintilo the motion passed unanimously.

**EMPLOYEE INFORMATION**

Ms. Schaafsma informed the Board of new employees. Mallory Hoge, a December graduate from ONU, was hired as a Certifying Health Professional in the WIC program. She had completed one of her clinical rotations here and is excited to be working in public health. Luis Varelas was hired in November as a bilingual CSR. Angela Colón started in February as a Sanitarian in Environmental Health. She is a graduate of Northern Illinois University and had an internship with LaSalle County Health Department.

**DIVISION REPORTS**

*Client Services*

Ms. Schaafsma reported that there was a cluster of measles cases in Chicago associated to a daycare recently. We thought we might have had a measles case but it turned out to be negative. The State is considering expanding the VFC (Vaccine for Children) program to include adult eligibility for certain vaccines (IE Tdap, Measles).

*Environmental Health*

Ms. Schaafsma reported that there was a fire recently in a waste can at Northfield Square Mall which created a lot of smoke damage. Five food establishments were temporarily closed including GNC, Vitamin World, Barrels and Bins, Hershey's Ice Cream, and Auntie Ann's Pretzels. Environmental Health is responsible for insuring that any contaminated inventory was destroyed properly and the facilities were cleaned appropriately and re-inspected before re-opening.

*Health Promotion/Community Outreach and Planning*

The Child Health Conference was held at KCC on February 26, 2015. There were approximately 13

vendors and attendees represented school health, doctor's offices, daycares, etc. Topics included a keynote speaker on suicide and breakout sessions pertaining to youth immunizations, digital safety, autism, child abuse, drug issues, first aid, and food safety.

#### ADMINISTRATIVE REPORTS

Ms. Schaafsma reported that a DHS fiscal/administrative audit was completed in December. We have these every three to five years due to the amount of funding we receive. We passed with no findings.

##### *Financial Status*

Ms. Schaafsma presented the December 2014, January and February 2015 financial reports for approval. At the end of December 2014, 8.3% of the year, we have received 1.06% of the revenue and allocated 7.94% of the expenses. At the end of January 2015, 16.6% of the year, we have received 9.4% of the revenue and allocated 15.97% of the expenses. Dr. Akintilo motioned to approve the financial reports. Seconded by Ms. Richmond the motion passed unanimously. Ms. Schaafsma noted that it looks like FY14 will finish with a deficit of approximately \$24,000 after the audit is finalized. As usual for this time of the year the budget is tight in anticipation of receiving property tax revenue but cash flow looks good. Our fiscal budget is part of the County's budget as a whole which is December 1 through November 30.

Ms. Schaafsma noted there is a new Director of Public Health, Dr. Nirav Shah. He seems well prepared for his position and is in tune with what public health does. The Governor's initial budget proposal kept Local Health Protection grant money the same (\$17 million) as it has been for the past 12 years. DHS has been cut 18%. The BCCP grant will see a cut as many of those clients now have health insurance due to the Affordable Care Act.

#### OLD BUSINESS

None.

#### NEW BUSINESS

Ms. Schaafsma requested approval for the purchase of a data breach insurance policy as required by the In Person Counselor Grant which also provides the funding for this purchase. Beazley Insurance Company is the underwriter through the County's current insurance carrier, Deuschle/Gilmore Insurance Agency, Inc. The yearly amount is \$2,917. Mr. McConnell motioned to approve the purchase; seconded by Dr. Wu. The motion passed unanimously.

Ms. Schaafsma noted that in December 2014, the statewide Cornerstone computer program used by the majority of programs at KCHD moved from a server based system to one that is accessible online. The current server was purchased over five years ago and was not keeping up with the need. Ms. Schaafsma requested approval for the purchase of a new network server in the amount of \$4,799.00 through Advanced Computer Systems. Dr. Akintilo motioned to approve the purchase. Dr. Wu seconded the motion which passed unanimously.

Ms. Schaafsma reported on the county's interest in a Heroin Drug Overdose Prevention Program. Our application to the State has been approved and we are in the process of finalizing the details. The nasal antidote, Narcan, will be ordered/purchased by Riverside. A Riverside ER physician, Dr. Smithgall, and Dr. Akintilo as the BOH Medical Director will be authorized prescribers. Training will initially be targeted for the county sheriff's office. Often law enforcement are the first on the scene. Administering Narcan has been very successful in saving lives. The Good Samaritan law covers the administration. Generally there is no harm if Narcan is given and it is something other than a drug overdose.

#### EXECUTIVE SESSION

On a motion made by Ms. Richmond, seconded by Dr. Akintilo, and approved unanimously the Board moved into Executive Session at 7:10 p.m. to discuss union contract negotiations. The Board returned to regular session at 7:18 p.m.

#### ADJOURNMENT

There being no further business before the Board, Dr. Akintilo moved to adjourn at 7:20 p.m. The motion, seconded by Dr. Wu, passed unanimously.

Minutes respectfully submitted by,  
Dr. Richard Hess, DDS, Secretary

Minutes reviewed by, Ms. Bonnie Schaafsma, RN, BSN, MBA Public Health Administrator  
Minutes prepared by, Ms. Kris Marcotte, Administrative Coordinator