

**Kankakee County Health Department  
Regular Meeting  
August 15, 2019**

Members Present: Mr. Jim Johaneck, Mr. Rodney Gustafson, Dr. John Jurica  
Dr. Abraham Kurien, Dr. Simon Wu, Mr. Jim Byrne  
Mr. Michael Taylor, Dr. Syreeta Jones

Members Absent: Dr. Olatunji Akintilo

Staff Present: Mr. John Bevis, Ms. Nicole Finnegan, Mrs. Amy LaFine  
Mr. Keith Wojnowski, Mrs. Laura Sztuba

Staff Absent: Mrs. Erin Weakley

Others Present: None

The meeting was called to order by Mr. Rodney Gustafson at 5:03 P.M.

APPROVAL OF AGENDA

A motion to approve the August 15<sup>th</sup>, 2019 agenda was made by Dr. Jurica, seconded by Mr. Byrne, the motion passed unanimously.

PUBLIC COMMENT

NONE

APPROVAL OF MINUTES

A motion was made by Mr. Johaneck to accept the July 11<sup>th</sup>, 2019 Board of Health minutes, seconded by Dr. Kurien the motion passed unanimously.

EMPLOYEE INFORMATION

Mr. Bevis announced that we currently have two open positions at the Health Department. We are actively interviewing for an Opioid Overdose Prevention Specialist and a Public Health Nurse. We have had several interviews for both positions and hope to move forward with an offer within the next few weeks.

DIVISION REPORTS

*Client Services*

Mrs. LaFine announced that we have our WIC MEQA Site Review coming up on August 26<sup>th</sup>-28<sup>th</sup>, 2019.

Mrs. LaFine also shared that we are currently participating in the Mexican Consulate Immunization Event being held August 15<sup>th</sup> and August 16<sup>th</sup>, 2019. This event is a collaboration with IDPH and the Mexican Consulate in which we administer Hepatitis A and MMR vaccinations to individuals who are there to renew their license and passports.

Mrs. LaFine then announced that we have a new program starting called Vaccines for Adults, in which uninsured adults without proper vaccinations are able to get vaccinated at the Health Department starting August 14<sup>th</sup>, 2019. She also noted that you cannot use this for Medicare part B unless there is an outbreak.

### *Environmental Health*

Mr. Wojnowski updated the Board on the Heartland Virus. He explained that last summer we had a resident with a positive case of the Heartland Virus. After assembling a team last year and doing a tick drag, we were unable to collect any ticks because of the time of the year in which it was done. This year, we re-assembled a team and were able to collect an abundance of ticks, of which ten tested positive for the Heartland Virus. Environmental Health notified the owner of the property of the findings and Mr. Wojnowski did an interview with WVLI regarding the report and educating the public on tick safety.

### *Health Promotion/Community Outreach and Planning*

Mrs. Sztuba updated the Board on the AmeriCorps program that we introduced at the July Board of Health meeting. We found out that we were accepted as a host site for the AmeriCorps program. At this point, we have received information regarding the position and have moved forward with posting it on our website. We will continue to update the Board as we progress and move forward with the interview process.

Mrs. Sztuba also announced the upcoming Kankakee County Cross-Systems Collaboration Meeting in which Dr. Chen will be discussing the local movement to become a trauma informed Kankakee county. Mrs. Sztuba encouraged the board to attend the meeting on August 21<sup>st</sup>, 2019 at the I-KAN Regional Instructional Center in Kankakee.

Mrs. Sztuba also shared with the Board our partnership for a healthy community MAPP handout. Mrs. Sztuba explained that the team worked with Linkpoint for a very long time to make this reflective of explaining what MAPP is and outlining our top three priorities. She also explained that the handout shows who we are and what we are doing within the community. Mr. Bevis thanked Mrs. Sztuba for all her hard work, as well as all the individuals on the steering committee who were involved in putting this together.

### *Administrator's Report*

Mr. Bevis updated the Board our annual Farmer's Market that we had last week at the Health Department. He explained that this year was unique because it was the first time that we had a car seat safety check event onsite in conjunction with the Farmer's Market. This is an exciting event that we host at the Health Department because we receive a Grant through WIC that allows us to invite community agencies and vendors that keep clients and children engaged through activities like reading while parents have time to shop for healthy fruits and vegetables using their

WIC coupons to purchase the produce. We were excited to be able to do a total of forty-one car seat safety checks by having two certified employees on staff, as well as the help of other volunteers from the State Police Department who came out to lend a hand. Last year, we were recognized as being one of the top Farmers Markets for coupons being distributed. This year, we are excited to announce that we exceeded that number by three hundred and seventy-six.

## ADMINISTRATIVE REPORTS

### *Financial Status*

Mr. Bevis explained now that we have finished out the grant year, the June 2019 financials are final. As you can see, we should be a 58.3% of revenues for the year, and we were at 49.20%. Again, the main reason is that we hadn't yet received the property tax distribution. We did receive word that we will be able to claim Federal Med Match money for FY19, and we have received and sent in claims for the first three quarters of FY19; we are still waiting on the 4<sup>th</sup> quarter report. All other grant billing is complete. As of the end of June, we had billed and were owed over \$378,000 due to grant spend outs and amounts owed back to July 2018. You will also see on the expense page, the machinery and equipment line item is way over the budgeted annual amount. This is due to the purchase of equipment allowed as a one-time amendment to the Local Health Protection Grant, where we purchased refrigerators, freezers, portable refrigerators and freezers, data loggers, the generator notification system, new chairs for all employees, and the Lead Care Analyzer. It should be noted that all this equipment is covered/claimed out of grants, so it will all be recouped when we receive payment. Outside contracting is high because we purchased billboards for the Opioid grant, the Tobacco grant, and the Local Health Protection Grant. Pharmaceutical supplies are high because we purchased almost \$35,000 of Narcan in June. Overall, as of the end of June, we were at 59.82% of expenses, so barely over the annual budget of 58.3%.

For July, we finally received our first property tax distribution and we also started seeing some of the grant payments come in that we billed through June. We should be at 66.6% of the year for revenue, and we are at 62.18%. For expenses, it was a typical month, and we ended July at 66.88% of expenses.

We would also like to note that the money market account is now open and operating. We received confirmation that the money was transferred from IPTIP to the checking account on 7/10/19, so the Money Market was opened 7/11/19. We have already received our first interest deposit on the money market account for July 31, 2019 of \$1319.04, whereas typically we would only see about \$200 of interest when it was sitting in the bank. Overall, our interest went from about \$2700-2800, to \$3555.61 for July 2019.

As of today, we are still owed approximately \$144,233 from that \$ 378,000 that we were owed through June 2019, so we have received approximately \$233,000 in July and the first two weeks of August. We are keeping our eye on the checking account balance, but as of right now it looks promising that the State will continue to be able to pay us as promised. Dr. Jurica made a motion to approve the June and July 2019 Financial Reports, seconded by Dr. Wu, the motion passed unanimously.

## OLD BUSINESS

Mr. Bevis explained that tonight's meeting represents the last night that the Board voted for the three-month trial meeting time of 5:00 P.M. After some discussion amongst the Board, Dr. Wu made a motion to approve the meeting time of 5:00 P.M going forward, seconded by Dr. Jurica the new Board of Health meeting time of 5:00 P.M. passed unanimously.

## EXECUTIVE SESSION

Do not believe we need to go into executive session per Mr. Bevis.

## New Business

Mr. Bevis explained that he would like to briefly discuss the lemonade issue. Allegedly, it was believed that we had shut down a lemonade stand. There is a law in Illinois that says that an individual can sell lemonade with just a pitcher and lemonade. The individual showed on Facebook that they were adding other ingredients to make lemonade. They also showed that they were bottling lemonade in addition to adding other ingredients other than lemonade. We tried asking them what they were doing and never received an answer. We were trying to protect the public's best interest regarding issues within the home that the City of Kankakee and Code Enforcement were involved in. The City of Kankakee was alleging that the home did not have running water and thus no proper sanitation or handwashing was available. The Health Department never told the individual that they couldn't have a lemonade stand, we did however feel that we needed to intervene by explaining what the proper guidelines are in regards to having a lemonade stand. At this point, we feel that the individual is currently just serving lemonade and we are okay with allowing them to operate if they are only using a pitcher and lemonade. Mr. Bevis explained that he conveyed the message about our concerns to the public and in many instances those concerns were not showing up in the story that was being presented on the news. He also stated that the Health Department is in full support of lemonade stands and encourages them as long as they are following the proper guidelines.

## ADJOURNMENT

There being no further business before the Board, Dr. Jurica moved to adjourn, the motion was seconded by Mr. Johaneck, which passed unanimously.

Minutes respectfully submitted by,

Dr. Abraham Kurien, Secretary

Minutes reviewed by, Mr. John J. Bevis, MPH, Public Health Administrator

Minutes prepared by, Ms. Nicole Finnegan, Administrative Coordinator