

**Kankakee County Health Department
Regular Meeting
May 16, 2019**

Members Present: Jim Johaneck, Mr. Rodney Gustafson, Dr. Olatunji Akintilo
Dr. Abraham Kurien, Dr. Simon Wu, Dr. John Jurica

Members Absent: Dr. Syreeta Jones, Mr. Michael Taylor, Mr. Jim Byrne

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

Staff Absent:

Others Present: Tom Alcoser (First American Bank)
Aldin Au-Yeung (Family Practice Resident)

The meeting was called to order by Mr. Rodney Gustafson 6:30 pm.

APPROVAL OF AGENDA

A motion to approve the May 16th, 2019 agenda was made by Dr. Jurica, Dr. Akintilo seconded the motion which passed unanimously.

PUBLIC COMMENT

We had a Family Practice Resident observing, Aldin Au-Yeung and Tom Alcoser from First American Bank.

APPROVAL OF MINUTES

A motion was made by Dr. Jurica to accept the May 16th, 2019 Board of Health minutes, seconded by Dr. Akintilo the motion passed unanimously.

A motion was made by Mr. Johaneck to approve the May 16th, 2019 Executive session minutes, seconded by Dr. Wu the motion passed unanimously.

EMPLOYEE INFORMATION

Mr. Bevis announced that we have hired a new Client Service Representative, Yolanda Rios- Tovar. We also received a resignation letter from one of our Public Health Nurses, Anna Milton.

Mr. Bevis also announced that the Kankakee County Health Department received a Certificate of Recognition from the Illinois Department of Public Health, in which a representative from the state came to present to us. This recognition was based on Laura's involvement with

Young Growers of Pembroke Township and we are very thankful for her hard work and dedication in achieving this award.

DIVISION REPORTS

Client Services

Mrs. LaFine announced that we had our DCFS Survey Review, which had previously been cancelled multiple times in the past because of staffing issues. The review went very well and they were happy with our progress with only exception being that it has been a challenge in meeting the 24 day deadline for children who are in behavioral detention centers.

Mrs. LaFine also announced the upcoming Farmers Market on August 9, 2019 at the Kankakee County Health Department. This will be our 15th year hosting this event in which clients receive coupons to purchase fresh fruits and vegetables that can be used at all local farmers markets throughout the summer.

Mrs. LaFine updated the Board on a recent visit from Harbor House in which we invited them to come speak at our April Full Staff Meeting to introduce Harbor House and explain their services to our employees.

Mr. Bevis also updated the Board on our involvement with YMCA Healthy Kids Day Fair on April 27th, 2019. Penny Greenley from the YMCA contacted us saying thank-you so much for attending and sharing what we do with the community. There were about 150 people in attendance and it was a nice experience to be able to meet people within our community and we plan on attending annually.

Environmental Health

Mr. Wojnowski announced that mosquito season will soon be upon us. Every year we do a larvicide seminar in which we explain how to use the approved larvicide which helps regular employees with helping to administer it. This is a training that many municipalities send their employees to and it's taking place at Kankakee County Health Department on May 22, 2019.

Mr. Wojnowski also announced that we are collecting dead birds now and will accept all kinds as part of our Vector Program. We will continue to be setting out traps to test for the West Nile Virus and if we get our first positive we will put an alert out to notify the media. We also have an Intern starting in June that will participate in the program.

Health Promotion/Community Outreach and Planning

Mrs. Sztuba introduced our new Adolescent Health Policy in which we need to implement to fulfill one of the deliverables of our Adolescent Health Grant. Adolescents are less likely to receive well care, less likely to seek treatment and have higher rates of risky behavior. Dr. Jurica motioned to approve the new Adolescent Health Policy, Mr. Johanek seconded the motion which passed unanimously.

Mrs. Sztuba shared the upcoming Bridges to Health and Healthcare which will be held at

Gathering Point Church on October 7, 2019. This will provide all day training for community stakeholders within Kankakee County to address the root causes of poverty, support individuals as they build resources and build a sustainable and healthy community.

ADMINISTRATIVE REPORTS

Financial Status

Mrs. Weakley noted that as of April 30th we are at 41.6% of the year. Total revenue received through 4/30/19 is 32.58 % of the amount budgeted for the year. We are holding our expenses at 39.61%. Grants are at 34.4% and we are catching up with Case Management, Opioid, VFC, and West Nile Prevention. All of our first certs have been turned in so grant payments will pick up as well as our property tax distribution in July. We also have a meeting scheduled to revise our cost of vaccines. Our total Cash on hand is 2.2 million. Dr. Jurica motioned to approve the April 2019 financials, seconded by Dr. Kurien the motion passed unanimously.

OLD BUSINESS

Mr. Bevis explained that he met with the personnel committee and after some discussion they agreed that board members would prefer staff input and then they would review and conduct an evaluation based on that input. At this time the Board decided there would be no vote and once the personnel committee meets to conclude the evaluation they will share with findings with all Board members.

Mr. Bevis discussed the Survey Monkey results that were sent to the Board based on suggested time changes for upcoming Board of Health meetings. The results reflected interest that most members wanted to change the time and there was interest from 7-8 AM or 4:30- 5:30 PM. After some discussion, Board members felt trialing a three month period would be in their best interest. Dr. Wu motioned to approve a 5:00 P.M. start time for the next three months, seconded by Dr. Kurien which passed unanimously.

Tom Alcoser from First American Bank was present to answer questions from the Board regarding the opening of a new money market account. Tom explained that the new account will have securities pledged as collateral held at Wells Fargo Bank. The money market account is a tiered interest bearing account with balances over \$1 million currently earning at 2.294% rate with an APY of 2.32% and under \$1million currently earning 0.20% compared to the current .25% we are receiving now. The interest rate is not guaranteed and could change at any time. The account will also be liquid with a maximum of 6 withdrawals per month. Dr. Jurica made a motion to approve transferring approximately 257,000 from the IPTIP account to the checking account at First American Bank, then taking 1,000,000 from First American Bank and opening a new money market account, thus leaving approximately 300,000 in the checking account. The signors to open the account will be Mr. John Bevis, or the current Administrator of the Kankakee County Health Department, and Mr. Rodney Gustafson, or the current President of the Kankakee County Board of Health. The signors will change as roles/ personnel changes. Mr. Johanek seconded the motion to open the money market account at First American Bank and the motion passed unanimously.

EXECUTIVE SESSION

NONE

New Business

Mr. Bevis presented the Board with the new AFSCME tentative agreement showing each page that reflects changes that were tentatively agreed upon. Mr. Bevis indicated that the AFSCME Union has already met as of April 25, 2019 and ratified so it's now up to the Board of Health to approve. John thanked all Board members for their involvement throughout the negotiations and concluded that their presence was a great help with accelerating the process. After reviewing the changes, Dr. Akintilo motioned to approve the AFSCME contract, seconded by Dr. Kurien the motion passed unanimously.

ADJOURNMENT

There being no further business before the Board, Dr. Jurica moved to adjourn, the motion was seconded by Dr. Wu 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