

# Lake County Illinois

*Lake County Health Department and Community Health Center  
3010 Grand Avenue  
Waukegan, Illinois  
Conference Room #3112*



## **Meeting Minutes - Final**

**Wednesday, November 20, 2019**

**6:00 PM**

**3010 Grand Ave., Waukegan, IL**

**Lake County Board of Health**

**1. Call to Order**

**President Sashko called the meeting to order at 6:02 p.m.**

**Present** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

**2. Pledge of Allegiance****3. Approval of Minutes****3.1**

October 23, 2019 Meeting Minutes

**Attachments:** [BOH Minutes 10.23.19 - DRAFT](#)

**A motion was made by Member Hagstrom, seconded by Member DeVaux, that the minutes be approved. Motion carried unanimously.**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

**4. Public Comment to the Board**

*Susan Zingle and Mildred Corder were called upon to address the Board. They stated they were in attendance in regard to item 9.2 and that they wished to make comments and ask questions at that point in the agenda. President Sashko agreed.*

**5. Awards, Recognitions, Appointments and Reappointments****5.1**

Environmental Health Advisory Committee (EHAC) Reappointments - Mackey

**Attachments:** [Debra DePauw, RN - EHAC Reappointment Application](#)  
[Edward McGinniss, DVM - EHAC Reappointment Application](#)  
[Pintozzi, Chuck - EHAC Application](#)

*Larry Mackey, Director of Environmental Health, reviewed the EHAC member reappointment information as provided in the agenda packet.*

**A motion was made by Member Maine, seconded by Member Ehrlich, to approve the EHAC member reappointments. Motion carried unanimously.**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

**6. Presentations**

**6.1**

Strategic Planning Theme Prioritization - McMillan-Wilhoit

**Attachments:** [BoH ThemesPresentation November2019](#)

*Anna Yankelev, Strategic Planning Analyst, reviewed the presentation as provided in the agenda packet focusing on the finalization and prioritization of themes. Key points made by Anna were that the themes provide strategic direction for the organization. They are cross-functional and they are not focused on any one specific health issue but more so on where the organization is headed as a whole. The new strategic plan is going to be an open, adaptive plan, that will involve staff from all levels of the organization. All employees will be involved in the implementation and evaluation of objectives, activities, and key results. The goal of an open plan is to ensure the content is as relevant and as accessible as possible for those doing the work. An adaptive plan merges planning, implementation, and evaluation in to one narrative cycle. Three to five year objectives will be set and each year an annual action plan will be put together stating what to do and how to measure it so that smaller steps can be built to achieve a longer term vision. This will assist in breaking down the challenging and complex processes in to digestible, understandable, and accessible bites. The Board was then tasked with deciding which of the strategic themes presented at the October 23, 2019 meeting are the most important to incorporate into the next iteration of the strategic plan. President Sashko then facilitated the discussion amongst the Board members. The ensuing discussion was lengthy and contained a good exchange of questions, ideas, and insights. The Board, through electronic voting, selected in order of priority: Quality, Primary Prevention, Community Driven Health Neighborhood, Innovation, and Access. The Board then discussed and decided that five themes is too many and narrowed it down to the top three of Quality, Primary Prevention, and Community Driven Health Neighborhood. Anna then addressed what happens next now that the themes have been set. Leadership staff, at their December 12, 2019 forum, will be determining the focus areas based on the three themes. The objectives will be set by inter-program, frontline staff, the Theme Teams, sometime in January.*

**This matter was presented**

**7. President's Report**

*President Sashko reported on the following:*

- 1. Work continues on the 2-1-1 initiative.*
- 2. Member Rheault's mother passed away recently, so please keep her in your thoughts and prayers.*
- 3. In December, there will be a World Aids Day event at the Family Piano Company, 118 S. Genesee St., Waukegan.*

**8. Action Items****8.1**

Ratification of Amendment of Easement and Grant of Parking Easement - Nordstrom

**Attachments:** [Amendment Of Easement and Grant Parking 1105.2019](#)

*Jerry Nordstrom, Director of Business Operations, reviewed this item as presented in the agenda packet.*

**A motion was made by Member DeVaux, seconded by Member Belmonte, to approve this item. Motion carried by the following roll call vote:**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

## 8.2

Bid #19060: 3010 Grand Avenue Interior Renovation - Nordstrom

*Jerry Nordstrom, Director of Business Operations, reviewed this item as presented in the agenda packet. Mark Pfister, Executive Director, added that this will be brought to the County Board at their January meeting and reminded Board members that it is the Medicaid Match funds being used for this project.*

**A motion was made by Member Carlson, seconded by Member Hagstrom, that this item be approved. Motion carried by the following roll call vote:**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

## 8.3

Lake County Stormwater Management Commission Contract, \$32,606.27 - Mackey

**Attachments:** [BOH-Stormwater Management Commission](#)

*Larry Mackey, Director of Environmental Health, reviewed this item as presented in the agenda packet. Member Carlson asked how the carp are going to be removed. Larry explained that it is done by placing low voltage electrical current in the water and netting the temporarily stunned carp as they rise to the surface.*

**A motion was made by Member Johnson Jones, seconded by Member Belmonte, that this item be approved. Motion carried by the following roll call vote:**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

## 8.4

Quality Management System (QMS) Guide - Hayes

**Attachments:** [QMS Guide Final 10.30.19](#)

*Christina Hayes, Quality Improvement Coordinator, reviewed this item as presented in the agenda packet. The Quality, Informatics and Technology Steering Committee conducted an assessment of the quality management system and used the results to update the guide. Key revisions she highlighted were: language added to strengthen accountability of senior leaders to regularly review KPI's with their direct reports to ensure that when indicators are below target, quality improvement processes are being initiated to address them; governance structure was updated to reflect changes made over the last 18 months; the Quality, Informatics and Technology Steering Committee was instituted to oversee the implementation of the QMS guide; three subcommittees were added that focus on Behavioral Health, Physical Health, and Prevention; specificity was added to roles and responsibilities to ensure staff understand where they fit in the quality structure; and language added under communications that encourages leaders to include quality as a standing agenda item in key meetings.*

**A motion was made by Member Hagstrom, seconded by Member Ehrlich, that this item be approved. Motion carried unanimously.**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

#### 8.5

Fee Schedule Review for Lake County Health Department (all fees for clinical services) for Implementation in FY20 - Riley

**Attachments:** [Summary Grid of Fee Rationale](#)  
[FY20 Proposed Fees](#)

*Pam Riley, Director of Finance, reviewed this item as presented in the agenda packet.*

**A motion was made by Member Maine, seconded by Member Belmonte, that this item be approved. Motion carried by the following roll call vote:**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

#### 8.6

Annual Routine Action Items - Nordstrom

**Attachments:** [RESOLUTION ON PREVAILING WAGE RATES 2019](#)  
[RESOLUTION ON AUTHORIZED SIGNATORS 2019](#)  
[RESOLUTION ON LIVESTOCK AGREEMENTS 2019](#)  
[RESOLUTION ON JOINT PURCHASING PROGRAMS CONSORTIUMS / GRANT POLICIES 2019](#)  
[RESOLUTION ON CHARGES FOR EXPERT WITNESSES IN PRIVATE L](#)

*Jerry Nordstrom, Director of Business Operations, reviewed this item as presented in the agenda packet.*

**A motion was made by Member DeVaux, seconded by Member Johnson Jones, that this item be approved. Motion carried unanimously.**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz

## **9. Discussion Items**

### **9.1**

Continuation and Expansion of the Provider Incentive Plan - Dr. Zun

*Dr. Les Zun, Medical Director, reviewed this item as presented in the agenda packet. He made the following key points: last year productivity was at 68% of the target, this year it's currently at 83%; of the 10 KPI's, compared to last year, 6 have increased, two have decreased, and two are unchanged; and currently we're meeting or exceeding 7 of the 10 targets. Mark Pfister added that once the pilot is complete, the actual data from the pilot time period will be brought to the Board. He also stated that discussion is currently taking place as to what metrics should be used, are they reasonable metrics, and are they actually going to incentivize the providers to improve. Member Belmonte asked if the productivity targets are specialty specific. Dr. Zun explained that it's currently based on physician vs. nurse practitioner, but if other provider types were added then that would change.*

**This matter was presented**

### **9.2**

Request to Support HB3888 - Sashko

*President Sashko commented that he had this item placed on the agenda because the State was in veto session last week, this bill was in the executive committee of the Senate, and not knowing what the outcome of that would be he felt it important to have a discussion. Since then correspondence has indicated that HB3888 had not made it out of the Senate committee and, therefore, has to be reintroduced in the spring. He reminded the Board that we're still currently in the process of air quality testing so data is still incomplete and that the 90-day contiguous testing will not be complete until mid-January. Also, the results of the two bills that became law in July will also require upgrades to be made by Medline and Vantage. He then called on Mildred Corder to present her public comment. Ms. Corder asked who observes and monitors the testing canisters once they're placed and how are they protected prior to testing to ensure no one has interfered with them? Mark Pfister stated that the consultant sets the canisters out for a 24-hour period, when they pick up the canister they check the gauge to ensure everything is still operational, they shut off the valve, transport it to the lab, and the lab does quality control checks to ensure the pressure in the canister is still negative. Those canisters still at*

*negative pressure upon reaching the lab are tested. Those not at negative pressure are not tested. As for observation of the canisters while sitting out for the 24-hours, concerned citizens are keeping an eye on them as well as the owners of the property a canister is placed on. President Sashko then called on Susan Zingle. Ms. Zingle stated that she and Ms. Corder are there to ask the Board to continue doing whatever it can in support of HB3888.*

**This matter was presented**

## **10. Attachments for Board Review**

### **10.1**

Media Placement Highlights - Nordstrom

**Attachments:** [Media Placement Highlights - October-November 2019](#)

**This matter was presented**

## **11. Lake County Community Health Center Governing Council Update**

*Mark Pfister informed the Board that the Governing Council Strategic Planning Committee will be meeting in January to go over the themes and objectives.*

**This matter was presented**

## **12. Lake County Tuberculosis Board Update**

*Lisa Kritz, Director of Prevention, informed the Board that the TB Board next meets on Thursday, November 21, 2019. A TB case at the Jewel-Osco in Libertyville, consisting of 30-40 contacts, is currently being investigated. Also, the work done at Round Lake High School resulted in 14 latent TB cases. Through a questionnaire given to 2,200 students, 462 were found to be high risk and were subsequently TB tested, identifying those 14 latent cases. She also informed the Board that there had been a second flu death in Lake County. Lastly, the LCHD has a 94% immunization rate among staff against the flu.*

**This matter was presented**

## **13. Added to Agenda Items**

None

## **14. Old Business**

### **14.1**

Retirement of James C. Bakk

*President Sashko and Executive Director Mark Pfister presented Jim Bakk with an award recognizing his 32 years of service to the Board. Jim gave a speech in which he recounted many memories, expressed how much it meant to him to serve the Board and the Health Department in the good work that they do, and what an honor it has been to work with so many dedicated individuals.*

## **15. New Business**

None

**16. Executive Session**

None

**17. Adjournment**

**A motion was made by Member Johnson Jones, seconded by Member Belmonte, that this meeting be adjourned. Motion carried unanimously. Meeting adjourned at 7:44 p.m.**

**Aye:** 9 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Hagstrom D.D.S., Member Ehrlich M.D. and Member Belmonte D.O.

**Absent:** 3 - Member Cesnovar, Member Rheault Ph.D. and Member Schultz