

**LAKE COUNTY BOARD OF HEALTH MEETING**

**June 25, 2008**

6:00 p.m.

**Minutes**

President Waxman called the meeting to order at 6:17 p.m. with a roll call resulting in the following:

Michael Waxman, President  
Lucille DeVaux, R.N., Secretary  
Steve Carlson, County Board Member  
Dennis Manning, DDS  
Carol Spielman, County Board Member

Carl Hagstrom, D.D.S., Vice-President  
Timothy Sashko, Member-at-Large  
Eula Crawford  
Neil Puller, M.D., M.B.A.  
Chris Stout, Psy.D., M.B.A.

Not Present: Shari Bornstein, M.D., M.P.H.  
Harry Axelrod

Also Present:

Dale Galassie, Executive Director  
Irene Pierce, Director, Primary Care  
Bill Mays, Director, Community Health  
Angela Moreno, Executive Assistant  
Lorraine Harris, Director, Human Resources  
Pam Riley, Director, Finance  
Toby Smithson, Community Health  
Sandy White, Environmental Health  
Plotkin, Epidemiologist  
Jacqueline Lowry, Elmhurst College Graduate Student

Jerry Nordstrom, Director of Administration  
Dave Schanding, Director, Behavioral Health  
Anthony Smithson, Director, Environmental Health  
Denise Koppit, Associate Director, Primary Care Services  
Tiffany Bronk, Communications  
Dave Crooks, Purchasing Director  
Toby Karg, Community Health  
Debra Newman, Assoc. Director, Behavioral Health Victor  
Brittany Schulz, Elmhurst College Graduate Student

**APPROVAL OF MINUTES**

President Waxman entertained a motion to approve the regular minutes of the Board of Health meeting on May 21, 2008, as submitted. Member Carlson motioned to approve the regular minutes as submitted. Member Crawford seconded the motion. Voice vote, all in favor, motion carried.

The executive session minutes of the May 21, 2008 meeting were approved by signature.

**PUBLIC COMMENT TO THE BOARD**

There was none.

**AWARDS, RECOGNITION AND APPOINTMENTS/REAPPOINTMENTS**

Bill Mays, Director of Community Health, informed the Board that Toby Smithson, Community Dietitian, has been selected as an official spokesperson for the American Dietetic Association (ADA). The ADA has over 67,000 members and only 30 official spokespersons. Ms. Smithson will be one of only two in the Chicago area. This appointment is a three year term.

## **PRESENTATIONS**

There were none.

## **GRANT AWARDS, APPLICATIONS AND UPDATES**

Teen Parent Services Grant – Bill Mays, Director of Community Health Services, explained a grant increase in the amount of \$22,120 to the Teen Parent Services Grant. This will continue to fund the effort to assist young parents in becoming self-sufficient.

Family Case Management Grant - Mr. Mays informed the Board of a grant increase in the amount of \$54,500. This will continue to fund home visits to pregnant women, infants & children to provide teaching, counseling, health assessments & monitoring & referral.

West Nile Virus Grant – Anthony Smithson, Director of Environmental Health, explained a West Nile Virus/Culex Mosquito Vector Prevention Grant from the Illinois Department of Public Health for \$166,000.00. Of this amount, \$76,000.00 needs to be appropriated for FY 2008 as \$90,000 had previously been budgeted for FY 2008.

Waukegan River Water Quality Monitoring Contract – Mr. Smithson informed the Board that of an Illinois EPA Contract from USEPA Section 319 fund to perform water quality monitoring of the Waukegan River from April 2, 2008 through September 30, 2009 for \$92,640. Since the majority of work will be conducted in 2009, \$32,640 needs to be appropriated for FY 2008 and \$60,000 is budgeted for FY 2009. The contract period is through September 30, 2009.

Illinois Department of Public Health Funding, Illinois Breast and Cervical Cancer Program – Irene Pierce, Director of Primary Care Services, informed the Board that The Illinois Department of Public Health has awarded the LCHD/CHC an additional \$25,000 in funding to support the Illinois Breast and Cervical Cancer Program (IBCCP). The funding is specifically to support services provided to women living in McHenry County during the current grant year – July 1, 2007 through June 30, 2008. The McHenry County Health Department has received funding to establish an IBCCP program to serve McHenry County women; however, the program was in the start-up phase during this grant period, and Lake County continued to provide screening services in the interim. The Lake County Breast and Cervical Cancer Program will use the funds for a portion of the Case Management Coordinator's position that was spent supporting services to McHenry County women.

Special Supplemental Nutrition Program for Women, Infants and Children Funding – Ms. Pierce explained that The Illinois Department of Human Services has informed us that the WIC Program grant award for FY 2009 (July 2008-June 2009) is \$1,870,200. This will provide \$77,900 in additional funds over the FY 2008 base funding level. She stated that the LCHD/CHC WIC Program received a \$5,000 *Incentive Award* with the FY 2009 grant award for achieving the highest breastfeeding six-month duration rates for agencies with caseloads over 10,000. Lake County's six-month breastfeeding duration rate for 2<sup>nd</sup> Quarter FY 2008 was 29% compared to 26 % for the state. Also included in the FY 2009 award is \$1,000 to provide training, oversight and monitoring of farmers participating in Lake County WIC Farmers' Market Nutrition Program and \$2,500 to continue Lake County WIC's "Loving Support" Breastfeeding Peer Counselor Program. An additional \$12,500 is expected to be awarded for the Breastfeeding Peer Counselor Program in October 2008. The additional FY 2009 funds will be used for staff hours, equipment and supplies needed to provide services to support our newly assigned FY 2009 caseload of 14,127 participants.

Member Hagstrom made a motion to accept the additional funding of \$242,718 from the above-mentioned funding sources, and if deemed necessary by the Executive Director, to recommend to the County Board an emergency appropriation or line item transfer be approved to allow for expenditure of these funds. Member Manning seconded the motion. A roll call vote was taken. Ayes: Carlson, Crawford, DeVaux, Hagstrom, Manning, Puller, Sashko, Spielman, Stout, and Waxman. Nays: None. Motion carried.

### **PRESIDENT'S REPORT**

President Waxman reported that Shari Bornstein, M.D., Lucille DeVaux, R.N., and Chris Stout, Psy.D. were reappointed to the Board of Health for a three year term at the Lake County Board meeting on June 9<sup>th</sup>.

### **PRIORITY/ACTION ITEMS**

#### **Emergency Operations Plan**

Mr. Mays explained that LCHD/CHC Emergency Management has completed development of a new all hazards Emergency Operations Plan (EOP). The purpose of this EOP is to establish a comprehensive, all-hazards approach to public health incident management including preparedness, response, recovery and mitigation. The Plan characterizes the emergency and, in most cases, specifies the department's daily operations in response to both natural and man made disasters having public health ramifications in Lake County. The EOP follows the guidelines suggested by the Illinois Department of Public Health, the Illinois Emergency Management Agency and the Federal Emergency Management Agency. It adopts the Lake County Emergency Operations Plan by reference.

He stated that the plan is a work in progress, therefore, as new information/guidelines become available through state, regional and/or federal programs they will be incorporated. In addition, LCHD/CHC's Emergency Response Coordinator, or his/her designee, shall be responsible for the annual review and maintenance of all pertinent information contained within this plan.

Member Carlson made a motion to approve the LCHD/CHC Emergency Operations Plan as presented. Member Crawford seconded the motion. Voice vote, all in favor, motion carried.

#### **Women's Residential Services**

Dave Schanding, Director of Behavioral Health Services, thanked the Board for visiting the Women's Residential Services (WRS) program last month. He provided a brief recap, stating that county administration has requested that the Board review the continuation of WRS because the county would like to expand the juvenile detention/juvenile court system which is housed on the same campus as WRS. He noted that LCHD provided \$1 million for the down payment on the property when it was purchased.

Mr. Schanding provided the Board with the outcomes that were requested at the last meeting, including treatment completion statistics, some general outcomes (ability to cope & parent effectively), client satisfaction results, recidivism outcomes, and funding information.

Mr. Schanding stated that while the Board informally expressed support of the program last month, he is asking for formal support to inform county administration that the Board would like to maintain the program at its current location in Vernon Hills.

Member Spielman made a motion to continue the WRS program and to notify the county that while the Board would like for it to remain at its current location, Health Department staff will work in cooperation with County Administration to resolve the County's space needs. Member Carlson seconded the motion. Voice vote, all in favor, motion carried.

#### Citrix Presentation Server

Jerry Nordstrom, Director of Administration, explained a recommendation to accept the lowest responsive and responsible bid for the provision of five hundred Citrix Presentation Server 4.5 Enterprise Edition software licenses, which are required for the workstations at outlying sites in order to connect to the NextGen EMR servers. He stated that an invitation for bid was sent to each of the four authorized Citrix License resellers in Illinois, and that two bids were received. The low responsive and responsible bid was submitted by Netrix, LLC, Bannockburn, Illinois in the amount of \$248.00 each for a grand total of \$124,000.00. Funding for the contract is being held in account 210.4010010.84030.

Member Manning made a motion to accept the low responsive and responsible bid from Netrix, LLC in the total amount of \$124,000 and to authorize the Executive Director or his designee to execute the necessary documents. Member Sashko seconded the motion. A roll call vote was taken. Ayes: Carlson, Crawford, DeVaux, Hagstrom, Manning, Puller, Sashko, Spielman, Stout, and Waxman. Nays: None. Motion carried.

#### Technical Assistance and Consultation Services

Mr. Nordstrom explained a recommendation to accept the lowest responsive and responsible proposal for Technical Assistance and Consultation Services for Child and Family Connections. He stated that the services are necessary to provide professional assessing, evaluating, consulting and instructing on a wide array of conditions which cause or contribute to developmental delays in children that are served in the Early Intervention Program. Invitations were sent to all the local hospitals in the immediate area, and one bid was received. All hospitals, with the exception of Lutheran General Children's Hospital, Park Ridge, IL, are unable to provide services due to staffing issues. Therefore we have designated Lutheran General Children's Hospital as a sole source provider for the requested services. The low responsive and responsible bid was submitted by Lutheran General Children's Hospital in the amount of \$72,898.00. Funding for the contract is being held in account number 210-4020040- 71150.

Member Manning made a motion to accept the low responsive and responsible bid from Lutheran General Children's Hospital in the amount of \$72,898 and to authorize the Executive Director or his designee to execute the necessary documents. Member Crawford seconded the motion. A roll call vote was taken. Ayes: Carlson, Crawford, DeVaux, Hagstrom, Manning, Puller, Sashko, Spielman, Stout, and Waxman. Nays: None. Motion carried.

#### Grand Avenue Construction Bid

Mr. Nordstrom explained to the Board that for the next step in the Grand Avenue Expansion Project, a legal notice was posted soliciting sealed bids for the new construction of the multi-storied office building totaling 85,026 sq ft. and new construction of a single story maintenance building totaling 6775 sq. ft. on the Grand Avenue campus. The contract also requires the demolition of five existing building structures, site development, utilities, parking lot expansion, and landscaping as the major components.

Prospective bidders were asked to submit bids in a single contract with a stipulated lump sum. Five alternate bids were also included in the specifications: 1) facilities building construction, 2) remove and replace existing

northwest asphalt, 3) remove and replace existing northeast asphalt, 4) office building reveal ceiling grid and 5) AISC certified steel erector. Nearly forty (40) contractors were notified with six (6) submitting sealed bids. The low responsive and responsible bid was submitted by A.J. Maggio, Mt Prospect, Illinois in the amount of \$19,684,000.00 which also includes the five (5) alternates.

Mr. Nordstrom noted that the agency has prior positive experience with A.J. Maggio as the general contractor for the North Shore Health Center in Highland Park. He stated that he concurs with the recommendation of A.J. Maggio Company as the general contractor for the Grand Avenue Expansion Project.

Member Manning made a motion to accept the low responsive and responsible bid from A.J. Maggio, Mt Prospect, Illinois in the amount of \$19,684,000.00 and authorize the Executive Director or designee to execute the necessary document(s) and to coordinate the issuance of the contract with County administrative staff and County Board structure pursuant to requirements of the Reimbursement Ordinance for bond funding of this project. Member Crawford seconded the motion. A roll call vote was taken. Ayes: Carlson, Crawford, DeVaux, Hagstrom, Manning, Puller, Sashko, Stout, and Waxman. Nays: Spielman. Motion carried.

#### FY 2009 Budget

Mr. Nordstrom stated that the Budget Committee met earlier in the month and went through the proposed budget very thoroughly. He provided the Board an opportunity to ask questions, but there were none.

Member Carlson made a motion to approve the proposed FY 2009 Budget. Member DeVaux seconded the motion. A roll call vote was taken. Ayes: Carlson, Crawford, DeVaux, Hagstrom, Manning, Puller, Sashko, Stout, and Waxman. Nays: Spielman. Motion carried.

### **DISCUSSION ITEMS**

#### Emergency Management Technical Assistance Review

Mr. Mays informed the Board that LCHD/CHC has received a score of 95 out of 100 on its annual Technical Assistance Review (TAR) conducted by the Illinois Department of Public Health on behalf of CDC. The review focuses on the health department's ability to deliver antibiotics to all county residents within 48 hours of a public health emergency such as a bioterrorism attack. A score of 69 is considered satisfactory. Last year's audit score was 82%.

Compared to the previous review, LCHD/CHC's improvement was primarily due to the higher number of polling places determined to be fully ready (from 39 to 149). The remaining areas of improvement relate primarily to continuing training documentation. The success of this TAR is supported by last year's field exercise results.

### **POLICY DISCUSSION ITEMS:**

#### **ITEMS OF INFORMATION FOR BOARD REVIEW**

The following items were included in the packet for Board of Health members review.

- Media Coverage Summary – May 1, 2008 through June 9, 2008
- Monthly Finance Report – April 2008
- Scoop Newsletter – Volume 2, Issue 6 – June 13, 2008

- NALBOH NewsBrief – Volume 15, Issue 2 – 2<sup>nd</sup> Quarter, 2008

#### **LAKE CO. COMMUNITY HEALTH CENTER GOVERNING COUNCIL UPDATE**

Ms. Pierce noted that Evanston Northwestern Hospital and Northwestern Medical school have severed their relationship.

#### **LAKE CO. TUBERCULOSIS BOARD UPDATE**

Mr. Mays noted that the TB Board will hold a retreat on July 12, 2008.

#### **ADDED TO AGENDA ITEMS**

There were none.

#### **OLD BUSINESS**

There was none.

#### **NEW BUSINESS**

Mr. Nordstrom informed the Board that an employee is in the process of an informal grievance that could possibly result in a formal hearing before the Grievance Committee, therefore, it is necessary for the Secretary to draw names for that committee, should they need to meet before the next Board meeting.

Lorraine Harris, Human Resources Director, provided the Secretary with a bowl that had the name of each of the twelve Board Members. Member DeVaux selected the following: Member Bornstein and Member Hagstrom. If either of them are unable or unwilling to serve, the alternates are the following: Member Carlson and Member Crawford. The Service Area Director that was selected is Tony Smithson, Environmental Health. If Mr. Smithson is unable to serve, his alternate is Jerry Nordstrom, Administration.

#### **EXECUTIVE SESSION**

There was none.

#### **ADJOURNMENT**

Motion by Member Spielman to adjourn the meeting at 8:40 p.m. Member Crawford seconded the motion. Voice vote, all in favor, the meeting was adjourned.

Respectfully submitted,

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Lucille DeVaux, RN  
Lake County Board of Health