

Lake County Illinois

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



Meeting Minutes - Draft

Wednesday, July 25, 2018

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 6:01 p.m.

Present 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent 1 - Member Johnson Jones

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

May 23, 2018 Meeting Minutes

Attachments: [BOH Mtg Minutes 5.23.18 - DRAFT](#)

A motion was made by Member Manning, seconded by Member Welch, that these minutes be approved. Motion carried unanimously.

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

4. Public Comment to the Board

None

5. Awards, Recognitions, Appointments and Reappointments

None

6. Presentations

None

7. President's Report

President Sashko reported on the following:

- The Executive team, President Sashko, and some of the senior leadership completed media training in June. Many thanks to Hannah Goering and her team for putting a meaningful training together. All participants had to role play through a scenario that was very specific and at times very challenging.*
- Executive Director Mark Pfister, President Sashko, Chairman Lawlor, County Administrator Barry Burton and Deputy County Administrator Amy McEwan met to discuss future outcomes of the Mental Health Coalition, and several sub-committee meetings over the past couple of months.*
- President Sashko had the pleasure of opening the Quarterly Leadership meeting on June 13th with over 100 in attendance. His comments focused on how they are the "who"*

in the “why” of what we do in our mission to be “one agency” as we retool our operations.

- *President Sashko and Member Ehrlich attended the Live Well Lake County meeting.*
- *The ribbon cutting ceremony at the new Zion Medical Center took place on July 9th. It was very well attended. Board members who were unable to attend were encouraged to visit the new medical center. Many thanks to Jerry Nordstrom, Director of Business Operations, Bruce Robbins, Facilities Manager, and their entire team for making a dream begun over 7 years ago come true. The old facility has been demolished and new parking created.*
- *Jefferson McMillan Wilhoit, new Health Informatics Director, started on July 9th. Health Informatics will be a \$229 billion Industry by 2020 with a growth rate of 13%, a huge place in the medical market.*
- *Member Carlson's reappointment to the Board of Health was approved at the July 10th Lake County Board meeting.*
- *The employee picnic at Women's Residential Services is on August 1st. Members were encouraged to attend, if possible, as it is a great opportunity to interact with staff. August 16th is the Animal Care and Control picnic and August 9th is the North Shore Health Center picnic.*
- *August 13th is the date of the legislative event, “The Power of Public Health.” This event will provide a forum for County and State elected officials and will cover advancements in our system, barriers to health, local, state and federal hurdles and more. It runs from 8:00–11:30am. Members were encouraged to attend, if possible. Breakfast will be provided.*
- *The next Rx for Health Walk is August 25th at McDonald Woods Forest Preserve in Lindenhurst.*
- *Tobacco 21 legislation hit the Governor’s desk the 3rd week of June. It’s likely he will wait the 60-days and either sign it last minute, veto it, or not sign it at all, which would still mean it becomes law. A letter in support of T21 was sent by President Sashko to the Governor’s office.*

8. Action Items

8.1

FY2019 Budget Approval - Carlson

The Board of Health and Governing Council Joint Budget Committee meeting took place on Wednesday, July 18, 2018. Budget Committee Chair Steve Carlson recommended the FY2019 Budget for the Board's approval.

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: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.2

Prevention Grant Awards - Kritz

Attachments: [Emergency Appropriation TFLC - Kritz](#)

[Emergency Appropriation CDSH - Kritz](#)

A motion was made by Member DeVaux, seconded by Member Manning, that this item be approved. The motion carried by the following roll call vote:

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.3

Tobacco Cessation Marketing - Nordstrom

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

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.4

Approval of \$60,821 in additional funding from the AIDS Foundation of Chicago for the Medical Management Clinic (MMC) - Dorn

Attachments: [60K RWB](#)

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

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.5

Proposed Revisions to Lake County Code of Ordinances Chapter 173, Food Service Regulations - Kritz

Attachments: [Chapter 173 revisions MAY 2018 changes tracked](#)

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

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.6

Proposed revisions to the Lake County Health Department Food Program Administrative Procedures and Policies - Kritz

Attachments: [Food Program Procedures and Policies changes tracked](#)

A motion was made by Member Welch, seconded by Member Cesnovar, that this item be approved. The motion carried unanimously.

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.7

Proposed Revisions to the Lake County Health Department Environmental Health Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178) - Kritz

Attachments: [EH Fees Proposal with data](#)
[2018 EH fees schedule PROPOSED MAY 2018](#)

A motion was made by Member Schuler, seconded by Member Manning, that this item be approved. The motion carried by the following roll call vote:

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.8

Proposed Revisions to the Onsite Wastewater Treatment System (OWTS) Program Administrative Procedures and Policies - Kritz

Attachments: [OWTS Admin Procedures and Policies Propose Changes May 2018](#)

A motion was made by Member Schuler, seconded by Member Hagstrom, that this item be approved. The motion carried unanimously.

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

8.9

Proposed Revisions to Health Department Employee Policies and Procedures - Hagstrom

Attachments: [Lactation Accommodations](#)
[Personal Cell Phone Use](#)

A motion was made by Member Hagstrom, seconded by Member Manning, that this item be approved. The motion carried unanimously.

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones

9. Discussion Items

9.1

Influenza Vaccination of Staff - Kritz

Attachments: [Influenza Vaccination of Staff](#)

Lisa Kritz, Director of Prevention, informed the Board that a policy requiring all health department staff receive an influenza vaccination by November 15th of each calendar year is in process. The only allowable exemptions will be medical or religious, for which a form must be completed, submitted, and approved. Those employees that are exempt will be required to wear a mask while in patient care areas for the entirety of the influenza season.

This matter was presented

9.2

Second Quarter Financial Summary - Riley

Attachments: [Financial Summary May 2018](#)

Pam Riley, Director of Finance, provided a review of the second quarter financial summary.

This matter was presented

10. Attachments for Board Review

10.1

Media Placement Highlights - Nordstrom

Attachments: [Media Placement Highlights - May-July 2018](#)

This matter was presented

11. Lake County Community Health Center Governing Council Update

Loretta Dorn, Director of Clinical Operations, informed the Board that the Governing

Council members will be participating in the upcoming HRSA site visit and have gone through training in preparation. PADS continues to be a topic of discussion as LCHD providers continue to visit those locations to see and treat PADS clients. Even though there is no longer a grant to fund this, we've become sustainable, so we will continue with this good work. The next Governing Council meeting is Thursday, July 26.

This matter was presented

12. Lake County Tuberculosis Board Update

Lisa Kritz, Director of Prevention, informed the Board that the TB Board last met on July 19, where they approved the FY19 TB budget.

This matter was presented

13. Added to Agenda Items

None

14. Old Business

None

15. New Business

None

16. Executive Session

None

17. Adjournment

A motion was made by Member Manning, seconded by Member DeVaux, that this meeting be adjourned. Motion carried unanimously. Meeting adjourned at 7:16 p.m.

Aye: 11 - Member Hagstrom D.D.S., Member Manning D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member Schuler, Member DeVaux R.N., Member Schultz, Member Cesnovar, Member Maine, Member-at-Large Sashko and Member Carlson

Absent: 1 - Member Johnson Jones