

# **Lake County Illinois**

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



## **Meeting Minutes - Draft**

**Wednesday, October 24, 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 6:02 p.m.**

**Present** 8 - Member Hagstrom D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member DeVaux R.N., Member Schultz, President Sashko, Member Carlson and Member Mittl Pollina

**Absent** 4 - Member Manning D.D.S., Member Johnson Jones, Member Cesnovar and Member Maine

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

September 26, 2018 Meeting Minutes

**Attachments:** [BOH Minutes 9.26.18 - DRAFT](#)

**A motion was made by Member Hagstrom, seconded by Member DeVaux, to approve the September 26, 2018 minutes. The motion carried unanimously.**

**Aye:** 8 - Member Hagstrom D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member DeVaux R.N., Member Schultz, President Sashko, Member Carlson and Member Mittl Pollina

**Absent:** 4 - Member Manning D.D.S., Member Johnson Jones, Member Cesnovar and Member Maine

**4. Public Comment to the Board**

**None**

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

American Heart Association's Workplace Health Achievement Index - Kritz

**Attachments:** [Crain's - AHA Award](#)

*Live Well Lake County Health Works received Silver Level recognition from the American Heart Association (AHA) for the 2018 Workplace Health Achievement Index. The AHA Workplace Health Achievement Index is a comprehensive organizational self-assessment that measures both the health of the work environment and the health of the staff.*

**This matter was presented**

**6. Presentations****6.1**

Informatics Roadmap - McMillan-Wilhoit

**Attachments:** [Informatics Roadmap - October 2018](#)

*Jefferson McMillan-Wilhoit, Director of Health Informatics, provided an Informatics Roadmap presentation.*

**This matter was presented****7. President's Report**

*President Sashko reported on the following:*

- 1. The Go Lake County walk at Independence Grove on September 29, 2018, was a great success. There were over 200 people and representatives from the many "Go" communities in the program. Hats off to the Prevention Team under Lisa Kritz, with coordination by Jon Ashworth, and others. Great job by all.*
- 2. Congratulations to Mark Pfister who has been nominated for the IPHCA (Illinois Primary Health Care Association) Board of Directors and is now the Collar County Representative on that Board. It is critically important that LCHD have a presence in the global healthcare and public health system and President Sashko is confident that he will do a great job representing LCHD and the county.*
- 3. Mark Pfister, Member Carlson and President Sashko attended County Administrator Barry Burton's going away coffee on October 16, 2018. Barry accepted a position in Pinellas County, FL. Deputy Administrator Amy McEwan will serve as interim Administrator while the search for his replacement is conducted and completed.*
- 4. The Village of Barrington passed Tobacco 21 on Monday, October 22, 2018, and now becomes the 11th municipality in Lake County, for a total of 12 communities, paving the path toward our goal of healthy choices. Congrats to Lea Bacci, Danielle Ryan and the entire Tobacco Free Lake County team for a great job. Danielle represented LCHD/CHC at the Village Board meeting along with youth advocates from Barrington.*
- 5. The Lake County Board conducted budget hearings and LCHD/CHC has passed through F&A and HCS in a joint meeting and is moving forward with the new fiscal year as of December 1. Once again the budget committee, chaired by Member Carlson, along with staff did a great job presenting a comprehensive, well designed financial plan for our future operations.*
- 6. Acute Flaccid Myelitis (AFM - a polio like virus affecting children) has been in the news and a concern. Mark Pfister provided an update.*

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

Committee Appointments - Sashko

**Attachments:** [2018 Committee Appointments - Revised 10.24.18](#)

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

**Aye:** 8 - Member Hagstrom D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member DeVaux R.N., Member Schultz, President Sashko, Member Carlson and Member Mittl Pollina

**Absent:** 4 - Member Manning D.D.S., Member Johnson Jones, Member Cesnovar and Member Maine

**8.2**

Proposed Revisions to the Lake County Health Department Animal Care and Control Fees

Schedule (as authorized in Lake County Code of Ordinances Chapter 178) - Kritz

**Attachments:** [ACC Fees Schedule Revised](#)

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

**Aye:** 8 - Member Hagstrom D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member DeVaux R.N., Member Schultz, President Sashko, Member Carlson and Member Mittl Pollina

**Absent:** 4 - Member Manning D.D.S., Member Johnson Jones, Member Cesnovar and Member Maine

### 8.3

Clinical Operations Grant Awards - Dorn

**Attachments:** [50K SBHC](#)  
[119K 330 QI](#)  
[406K SUD MH](#)  
[125K SAMHSA MHAT](#)  
[247K A Way Out](#)  
[88K IBCCP](#)  
[58K IBCCP FY19](#)

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

**Aye:** 8 - Member Hagstrom D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member DeVaux R.N., Member Schultz, President Sashko, Member Carlson and Member Mittl Pollina

**Absent:** 4 - Member Manning D.D.S., Member Johnson Jones, Member Cesnovar and Member Maine

### 8.4

Proposed Revisions to Health Department Employee Policies and Procedures - Hagstrom

**Attachments:** [Incident-Injury Reporting Policy](#)  
[Lactation Accommodations Policy](#)

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

**Aye:** 8 - Member Hagstrom D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member DeVaux R.N., Member Schultz, President Sashko, Member Carlson and Member Mittl Pollina

**Absent:** 4 - Member Manning D.D.S., Member Johnson Jones, Member Cesnovar and Member Maine

## 9. Discussion Items

**9.1**

Proposed Revisions to the Lake County Board of Health Bylaws - Sashko

**Attachments:** [BOH Bylaws Proposed Amendments](#)

*Revisions to Article VIII - Executive Director, D.7, of the Board of Health Bylaws were proposed. These proposed revisions will be voted on at the Board of Health meeting on November 28, 2018.*

**This item was presented.**

**9.2**

Third Quarter Financial Summary - Riley

**Attachments:** [Third Quarter Financial Report](#)

**This item was presented.**

**10. Attachments for Board Review****10.1**

Media Placement Highlights - Nordstrom

**Attachments:** [Media Placement Highlights - September-October 2018](#)

**This item was presented.**

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

*Mark Pfister informed the Board that the Governing Council is actively seeking at least one new member that meets HRSA's diversity guidelines in order to be in compliance.*

**12. Lake County Tuberculosis Board Update**

*Lisa Kritz informed the Board that the TB Board meeting has been changed from November 15 to November 29 due to the anticipated absence of key staff.*

**13. Added to Agenda Items**

**None**

**14. Old Business****14.1**

Integrated Health Home Update - Pfister and Burke

*Mark Pfister and Kim Burke gave an update on Integrated Health Home.*

**15. New Business**

*Jerry Nordstrom informed the Board of the upcoming Healthcare Job Fair scheduled for Wednesday November 7, from 4:00 p.m. - 6:30 p.m. The job fair will be held at the Lake County Health Department, 3010 Grand Ave., Waukegan in the first and third floor conference rooms.*

**16. Executive Session**

None

**17. Adjournment**

**A motion was made by Member Carlson, seconded by Member DeVaux, that this meeting be adjourned. Motion carried unanimously. Meeting adjourned at 7:20 p.m.**

**Aye:** 8 - Member Hagstrom D.D.S., Member Ehrlich, Member Welch MB ChB FRCP, Member DeVaux R.N., Member Schultz, President Sashko, Member Carlson and Member Mittl Pollina

**Absent:** 4 - Member Manning D.D.S., Member Johnson Jones, Member Cesnovar and Member Maine