

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, March 29, 2017

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 6:02pm.

Present 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

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

February 22, 2017 Meeting Minutes

Attachments: [BOH Draft Meeting Minutes - 2.22.17](#)

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

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

4. Public Comment to the Board**5. Awards, Recognitions, Appointments and Reappointments****6. Presentations****6.1**

Primary and Behavioral Health Care Integration Grant Presentation - Robbins

Attachments: [Presentation - Libertyville Health Center](#)

Heather Robbins, Coordinator of the Libertyville Health Center, presented on the Primary and Behavioral Health Care Integration Grant. The purpose of the grant is to deliver coordinated and integrated services by adding primary and speciality care medical services in community-based behavioral health settings. The objective is to support the triple aim of improving the health of individuals with serious mental illness, enhance the consumer experience of care, and reduce/control the per capita cost of care. It began September 30, 2016 and runs through September 29, 2020, and provides \$400,000 each year for 4 years resulting in the addition of 7 staff, 3 full-time and 4 part-time, to form an integrated care team focusing on diabetes, cardiovascular disease, obesity, tobacco cessation, and the decrease of unnecessary ER visits.

This matter was presented.

7. President's Report

President Sashko reported on the following:

-Board members were reminded to obtain their 2017 OMA certification and submit it to Lisa Kroeger. If members already possess a 2017 OMA certificate as the result of

serving on another Board, they can submit it. Lisa will send an email containing a link to the IAG's website.

-Board members were again reminded to complete their monthly activity tracking and reporting requirement for PHAB. At the request of Member Maine, Lisa Kroeger will send a recurring "meeting request" to the members for the first of every month to serve as a reminder to complete the activity tracker.

-There is a public hearing on April 19th for the US Healthvest site in Vernon Hills for which members may receive information.

-Friday, March 31st, is the closing date for substantive bills coming out of committee in Springfield. Members were reminded to slip the bills on non-pasteurized milk and Tobacco 21.

-Member Hal Axelrod has accepted a position in Quincy IL and therefore, after 16 years of service to the Board, is resigning with this meeting being his last. He was presented with a token of the Board's appreciation.

8. Action Items

8.1

Sliding Fee Schedules - Pam Riley

Attachments: [Sliding Fee Schedules](#)

Pam Riley, Director of Finance, informed the Board that the Department of Health and Human Services has updated the federal poverty guidelines for 2017, resulting in income level changes to the sliding fee schedules, as provided in the agenda packet.

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

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

8.2

Susan G. Komen Grant Award - Dorn

Attachments: [Komen 25K](#)

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

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

8.3

Prevention Grant Awards - Plotkin

Attachments: [Prev EA's Mar-17 \(QOL,SAPP,CRI,PHEP\)](#)

A motion was made by Member Axelrod, seconded by Member Carlson, that this

item be approved. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

8.4

Pharmacy and Consulting Services - Nordstrom

Loretta Dorn, Director of Clinical Operations, reviewed the pharmacy and consulting services RFP process and the two proposals received. During the process one of the two contractors did withdraw their proposal. An evaluation committee conducted an interview and reference check on the remaining contractor, Genoa, and determined they best met the needs of LCHD/CHC.

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

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

8.5

2016 LCHD/CHC Annual Report - Carson

Attachments: [Annual Report-170316](#)

Adam Carson, Director of Strategic Initiatives, reviewed the 2016 LCHD/CHC Annual Report with the Board. He thanked all of the staff involved in creating this document and in making it the celebration of efforts it is.

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

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

8.6

Proposed Revisions to Health Department Employee Policies and Procedures - Hagstrom

Attachments: [Standards of Conduct](#)
[Inclusion and Diversity](#)
[Identification Cards and Security Access Cards](#)
[Injury Reporting and Follow-up](#)
[Dress Code](#)
[Definition of Employment Status](#)
[Change of Name Address Marital or Family Status](#)
[Multiple Assignments](#)
[Normal Workday and Workweek](#)

Member Hagstrom, Personnel Committee Chair, recommended this item for the Board's approval.

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

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP

9. Discussion Items

9.1

Mumps in Lake County - Plotkin

Victor Plotkin, Epidemiologist, provided an update on the mumps outbreak. He informed the Board that in his twenty-seven years with the Health Department, he does not recall an outbreak of this magnitude. There are now eight confirmed cases, eighteen probable, and ten suspect with the majority of those affected having been previously vaccinated. In addition, it is a multi-jurisdictional outbreak affecting not only Lake County, but Cook, McHenry, and Kane, as well. He has requested the State check cultures with the CDC to determine if a new virus is circulating, but has not yet received their answer. It will take fifty days, two incubation periods, of no new cases in order for the outbreak to be determined over.

This matter was presented.

9.2

FY 2016 Year End Financial Report - Riley

Attachments: [BOH Report Nov 16](#)

Pam Riley, Director of Finance, informed the Board the report is unaudited as the auditors are still conducting their review and, therefore, subject to change though change is not anticipated. Almost all of the grants expected were received with the exception of a \$409,000 psychiatric services grant and an \$80,000 Department of Mental Health grant. The effects of not receiving the psychiatric services grant were mitigated by transitioning 95% of our psychiatric services to the FQHC. Since those grants were not

spent, and due to the difference in fiscal year between the County and the grants, the funds of \$2,227,000 were carried over, of which \$1,270,000 are earmarked for the Zion clinic. Also, fees are down slightly for the following reasons: adult dental was budgeted as private pay as it was anticipated the State would not cover it under Medicaid, but they are, increasing our reimbursables; due to a new software program an accounting decision was made to spread the 3-year rabies tag fees over the 3 years resulting in a fee revenue adjustment of \$434,000. Reimbursables are better than anticipated due to a Medicaid Match payment of \$1,058,000 over the budgeted amount. Miscellaneous includes 340B monies received from Walgreens in the amount of \$2,087,000.

This matter was presented.

9.3

FY 2016 Budget Carry Forwards - Riley

Attachments: [BOH Agency Funding FY16-17 Carry forwards.pdf](#)
[Agency Funding FY16-17 Carry forwards detail.](#)

This matter was presented.

10. Attachments for Board Review

10.1

Media Coverage Summary - Carson

Attachments: [Media Placements February 2017](#)

This matter was presented.

11. Lake County Community Health Center Governing Council Update

Loretta Dorn informed the Board that the Governing Council meeting scheduled for March 23, 2017, was canceled due to a lack of a quorum.

12. Lake County Tuberculosis Board Update

Victor Plotkin informed the Board that the next TB Board meeting is Thursday, April 20th.

13. Added to Agenda Items

14. Old Business

15. New Business

16. Executive Session

17. Adjournment

A motion was made by Member Manning, seconded by Member Axelrod, that this meeting be adjourned at 7:11pm. The motion carried unanimously.

Aye: 7 - Member Carlson, Member Maine, Member Axelrod, President Sashko, Member Hagstrom D.D.S., Member Manning D.D.S. and Member Puller M.D. M.B.A.

Absent: 4 - Member DeVaux R.N., Member Schuler, Member Ehrlich and Member Welch MB ChB FRCP