

# Lake County Illinois

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



## Meeting Minutes - Final

**Wednesday, June 24, 2020**

**6:00 PM**

**Via Zoom (<https://zoom.us/j/94555542951> or 1-312-626-6799;  
Meeting ID: 945 5554 2951)**

**Lake County Board of Health**

**1. Call to Order**

**President Sashko called the meeting to order at 6:03 p.m.**

**Present** 12 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Cesnovar, Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Rheault Ph.D., Member Hagstrom D.D.S., Member Ehrlich M.D., Member Belmonte D.O. and Member Schultz

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

May 27, 2020 Meeting Minutes

**Attachments:** [BOH Minutes 5.27.20 - DRAFT](#)

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

**Aye:** 12 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Cesnovar, Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Rheault Ph.D., Member Hagstrom D.D.S., Member Ehrlich M.D., Member Belmonte D.O. and Member Schultz

**4. Public Comment to the Board**

*None*

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

*President Sashko noted that the recommendation for reappointment of Member DeVaux, Member Johnson-Jones, and Member Pollina is still being reviewed by County Board Chair Sandy Hart and will be on the Board of Health agenda at the regular meeting on July 22, 2020.*

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

Strategic Plan Update - McMillan-Wilhoit

**Attachments:** [June 24 2020 BOH SP FINAL Presentation](#)

*Jefferson McMillan-Wilhoit, Director of Health Informatics and Technology, and Anna Yankelev, Strategic Planning Analyst, gave a joint presentation on the status of the strategic planning process. Jefferson stated that it's been a while since the Board has heard anything about strategic planning due to our COVID-19 response, so he and Anna will be providing an update of where it's at, where it's headed, what to expect, and reset some expectations. Between now and August the Strategic Plan will be finalized, reviewed and approved by the Executive Team, and the strategic plan website will be developed and prepared for launch. In August the Board of Health and the Governing Council will receive the final product for review and feedback, and then it will be on their respective*

August or September agenda for approval. Once approved, action teams will be developed to work on the annual action plan. Member Maine asked if thought has been given to the intersection of community and education. Jefferson responded that a lot of the components at the community level will get fleshed out in the Health Department's Community Health Improvement Plan (CHIP), for which the first meeting took place on Friday, June 19, 2020, and education will definitely be a large part of that conversation. Member Maine then asked if a bound, printed copy of the Strategic Plan will be available to those who do not have internet access. Anna responded that the outputs of the plan will be available in print in a poster-type format. Mark Pfister added that printed copies will definitely be available for the Health Department's PHAB accreditation, HRSA accreditation, and IDPH certification, but that the only document the Board of Health is legally required to produce is the Annual Report within 3-months after the end of the fiscal year. Jefferson added that links to the plan will be made available on the Health Department's website, replacing where the current plan is, and that they will also be working with the Marketing and Communications team on other channels where it can be made available such as our community partners. Mark stated that one of his long term goals is for the Health Department's governing boards to have real time access to all of the metrics so that they have information as things move forward, rather than the annual reports and printed updates they have been receiving. Dr. Ehrlich asked if it was going to be made available in Spanish, as well. Anna confirmed it will.

## **7. President's Report**

President Sashko reported on the following:

1. The Lake County Veterans' and Family Services Foundation has initiated the #RUCKUP2020 event to continue to raise awareness of the loss of 22 current and former military veterans each and every day to suicide. With the added pressure of the pandemic and loss of employment, this year is clearly one that needs our full support. The virtual event will run for the first 22 days in September. He will send the flyer to the Board members for distribution and support.
2. He continues to meet with the Strategic Advisory team that County Board Chair Hart established to engage stakeholders throughout the county on the distribution of the CARES ACT funding. Nineteen million dollars has already been set aside for various items: small business support (\$10 million), rent assistance (\$4 million), food insecurity (\$2 million), utilities assistance (\$1million), and more.
3. He recently had a 2-1-1 Disaster Information Committee meeting, of which he is now the Chair, and reviewed the data for calls related to the pandemic. Some startling numbers, as compared to February 2020, include:
  - a. 1,800% increase in calls for home delivered meals in March, dropped to 650% in April
  - b. 400% increase for food in general, dropped to 253% in April, which shows the impact of what the county was doing in response
  - c. Rent payment assistance up 223%, was still at 202% in April
  - d. 92% increase in calls and texts to 2-1-1

- e. *Mental Health and Addiction was down 44% in March and 34% in April*
4. *United Way of Lake County held their Virtual Leadership Event on June 2, 2020, and exceeded their fund-raising goals, all at a very important time in the operation of 2-1-1.*
5. *He has been engaged in conversations regarding what the United Way can plan for in the event of a resurgence of COVID-19 cases potentially occurring in the fall.*
6. *Lake Behavioral Health Hospital is now open and the next monthly meeting scheduled for July 15, 2020, will be a tour of their new facility.*
7. *Biweekly stakeholder meetings continue with the Lake County Municipal League, Lake County Partners and Lake County United. He will share some of the documents with the Board so they can see the extensive detail Hannah Goering, Marketing and Communications Manager, and her team within the Joint Information Center (JIC) has provided as their detail has been excellent.*
8. *The Public Health Emergency Operations Center (PHEOC) is now closed and most programs have resumed near normal operation to support the continued needs of the county and health department.*
9. *He asked Mark Pfister to provide an update on the status of hiring contract tracers. Mark informed the Board that contact tracing efforts hinge on whether or not we have a signed contract. The State is going to supply us with a \$5M grant that runs from June 1, 2020 to May 31, 2021. He and Flo Redmond, Grants Manager, received a call yesterday from IDPH as they are in the final review of the Health Department's grant application and they expect to receive notification of approval by the end of this week. If approved, it would be brought to the Executive Committee so recruiting and hiring can begin. The goal is to hire case investigators and contact tracers from Lake County and from the most impacted communities in Lake County that have the skill set and/or language skills necessary. The first hires would be ten or more leads to act as contact tracer managers and case investigator managers. Member Carlson asked what the time-frame is for hiring. Mark stated that resumes and applications are currently being reviewed to determine which individuals are to be interviewed and as soon as we have the go-ahead from the State that we are receiving the grant we applied for on June 5, 2020, interviews will be scheduled. Member Carlson asked if everyone that applies will receive a response. Mark explained that there were over 1,200 people who submitted via the State website interest in a contact tracing position, so we will limit it to those that actually applied versus those who are only interested, and it will probably be a couple weeks before applicants will be contacted.*
10. *He asked the Directors to provide an update on their area of responsibility:*
- *Dr. Zun: As of July 6, 2020, the clinics are moving back to a normal schedule of days and hours; the Respiratory Illness Clinic (RIC) at North Chicago has been closed but we are prepared to re-open if need be; COVID-19 telehealth services have been distributed; as of June 29, 2020, dental services will be expanded as a grant was received for the supplies and equipment to do so; wellness calls are being made to patients who have not been seen in a while encouraging them to return for needed services. Member Belmonte asked if the physical layout of the clinics has been changed to accommodate social distancing. Dr. Zun stated it has and they are looking at ways to limit the number of patients coming in at any one time. Member Ehrlich asked if every provider will be outfitted*

*in PPE regardless of whether its a physical exam or a conversation. Dr. Zun explained that those patients coming in with symptoms of COVID-19 will wait in their car and they will be seen in their car or they will be directed to a separate entrance and room, and the provider and care team will be in full PPE. Non COVID-19 patients and their caregivers will be required to wear a mask, following LCHD PPE use protocols.*

- *Sam Johnson-Maurello: How and when to safely reopen the residential programs is being looked in to; 95% of outpatient programs have transitioned to telehealth.*

- *Lisa Kritz: Sara Zamor, Prevention Associate Director, is coordinating the contact tracing project. WIC, Family Case Management, and Child and Family Connections are all still operating via telehealth. WIC continues to offer curbside pick up of coupons until the State decides otherwise. Community partnerships have been created with the Hispanic and African American communities. Lisa is the executive sponsor for the African American Community Partnership Group (AACPG) which has created a Facebook page and kits containing masks and hand sanitizer to disseminate at events. As of today, there are 9468 cases of COVID-19 in Lake County, with an average of 30-60 new cases per day, which is down from previous reports. There have been 375 deaths total, of which 262 were in long-term care facilities, with 70 of those facilities having two or more cases. Lisa is going to be working closely with Dr. Zun to get patients in for their immunizations as those numbers have been declining as a result of COVID-19. Member Maine asked if thought has been given to cross-training staff on contact tracing so that we're prepared for the future. Lisa stated that approximately 100 staff have already been trained on contact investigation and tracing, but we need to add more as some of those staff will eventually have to return to their normal duties. Mark Pfister added that while surge capacity has already been developed, we are definitely working on expanding it.*

- *Jefferson McMillan-Wilhoit: His staff are working on the annual HIPAA risk assessment which kicked off on Monday, June 22, 2020. They are also focusing on ensuring the organization has the technology needed, that the technology is working, and that staff know how use the technology in order to work under the current circumstances. The entire team has also been working long and hard to ensure that all of the pandemic-related data is uploaded and disseminated accurately and as quickly as possible. And providing guidance as to how to interpret that data.*

- *Larry Mackey: As of June, Environmental Health has resumed its routine restaurant inspections concentrating on the medium-to-high risk non-corporate facilities as corporate facilities have better food safety and COVID-19 plans in place and receive more direction. Some staff continue to provide contact tracing support. They continue to provide support to businesses by assisting with their COVID-19 safety plans or through enforcement to those businesses needing more direction. He and other Directors located at CPF are meeting tomorrow to determine when the facility can be reopened to the public. The third and final phase of EtO sampling was completed on May 2, 2020. A third phase had to be added due to Medline being shut down for longer than anticipated for the installation of additional controls. A total of 606 samples were collected over fifty-four separate sampling days over a 120-day period. In comparison, the USEPA collected, in Willowbrook, 414 samples over forty-nine days. All of our data has been turned over to USEPA, ILEPA, and ATSDR. Once*

*the risk assessments are completed, they will be turned over to IDPH who will use those higher risk zones to establish areas for cancer rate incident studies.*

*11. He toured the new 3010 Grand first floor waiting area with Mark Pfister last week and conveyed to the Board just how impressive it is and encouraged them to see it for themselves as soon as current circumstances allow.*

## 8. Action Items

### 8.1

Health Resources and Services Administration (HRSA) Health Center Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding, \$1,490,120.00 - Zun

**Attachments:** [HRSA CARES \\$1.4M](#)

*Dr. Les Zun, Medical Director, presented this item as outlined in the agenda packet.*

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

**Aye:** 12 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Cesnovar, Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Rheault Ph.D., Member Hagstrom D.D.S., Member Ehrlich M.D., Member Belmonte D.O. and Member Schultz

### 8.2

Replacement and new grant funding of \$596,860 from the Kenneth Young Center - Johnson-Maurello

**Attachments:** [KYC \\$596K](#)

*Sam Johnson-Maurello, Director of Behavioral Health, presented this item as outlined in the agenda packet.*

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

**Aye:** 12 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Cesnovar, Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Rheault Ph.D., Member Hagstrom D.D.S., Member Ehrlich M.D., Member Belmonte D.O. and Member Schultz

### 8.3

Illinois Department of Public Health, COVID-19 Crisis Grant, \$298,756 - Kritz

**Attachments:** [IDPH - COVID-19 Crisis](#)

*Lisa Kritz, Director of Prevention, presented this item as outlined in the agenda packet.*

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

**Aye:** 12 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Cesnovar, Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Rheault Ph.D., Member Hagstrom D.D.S., Member Ehrlich M.D., Member Belmonte D.O. and Member Schultz

## 8.4

Illinois Department of Human Services, \$140,777 increase to existing Behavioral Health grant contracts and \$45,000 in new grant funding for Outpatient Fitness Restoration - Johnson-Maurello

**Attachments:** [Crisis Res \\$6K](#)  
[Crisis Staff \\$18K](#)  
[CILA \\$5K](#)  
[PDO \\$12K](#)  
[Super Res \\$5K](#)  
[Supp Res \\$4K](#)  
[Outpt Fit Res \\$45K](#)

*Sam Johnson-Maurello, Director of Behavioral Health, presented this item as outlined in the agenda packet.*

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

**Aye:** 12 - Member DeVaux R.N., Member Johnson Jones Ed.D., Member Cesnovar, Member Maine, President Sashko, Member Carlson, Member Mittl Pollina Psy.D., Member Rheault Ph.D., Member Hagstrom D.D.S., Member Ehrlich M.D., Member Belmonte D.O. and Member Schultz

**9. Discussion Items**

## 9.1

FY2020 Current Budget Status - Pfister, Riley

*Pam Riley, Director of Finance, reviewed the information provided in the slide presentation. Mark interjected that these are the FY2020 actual projection assumptions based on when and what services will return. While some of those assumptions may actually assist, only those dollars offsetting the FY20 budget are being included for any COVID-19 grants. For example, when the contract for contact tracing is received, it will not have any offsets to the budget. Member Maine asked if it was realistic to expect to receive 100% of property taxes considering the current circumstances. Pam reiterated that in doing projections, certain assumptions have to be made. Member Maine asked if the percentage of property tax collected in 2009/2010, during H1N1, is something that could be used for comparison. Pam stated it was a good suggestion and they will look in to it. Mark interjected that the Health Department certainly would appreciate the County Board approving the Health Department's requests for CARES funding for any dollars that could be reimbursed for COVID-19 as it would help offset it's \$4M deficit. To date, \$750,000 in reimbursements for March and April has been submitted to the County and an equal or greater amount is anticipated for May. President Sashko stated that he recalled there being \$2M as part of the initial CARES Act \$19M for the County's operational purposes of responding to the COVID-19 pandemic. Mark stated that is correct and there are some additional dollars from the CARES Act that will be requested to position the Health Department for a second wave of infections and build resources. Mark stated that*

*additional expense reductions includes the evaluation of various support roles affected by the lower volume of services and revenue, and those roles necessary and requisite for the Health Department to complete its COVID-19 mission. A few positions have already been identified for reduction in workforce (RIF) and conversations with those staff have begun. The other reason why RIF is being done now is that with the contact tracing dollars coming in, those individuals could potentially apply for those positions while determinations are being made as to what is going to happen with the economy, local tax dollars, and where the Health Department is moving with the FY2021 budget. Additionally, the majority of the dollars from the HRSA CARES Act funding just approved by the Board will offset the medical assistants within the FQHC. And Residential staff furloughed during COVID-19 have been working in COVID-19 response positions, so the expenses for those positions is reimbursable under the CARES Act. In summary, there is a projected deficit of \$4M, we are hopeful that additional revenue will be brought in through increased patient and client volumes, either in clinic or via telehealth, as a result of the wellness calls being made by Dr. Zun and his team, and the reassurances they are giving those patients and clients that we are providing care in a safe and healthy environment. We also don't want to go into 2021 with a large deficit, so conversations have taken place with Patrice Sutton and Michael Wheeler of County Finance, as to what our levy would be for 2021. The levy discussed for the Health Department is \$17.5M (the same as FY19) with the hope that the health fund can be kept level by bringing in new revenue or offsetting expenses with other funding streams. If we can stay above 29%, which would be the new fund balance percentage in 2021, any amount over 29% could be for use of cash in our 2021 budget. Member Belmonte asked where the Health Department is at in getting back to pre-COVID-19 patient volumes and is that being tracked. Mark explained there is a mechanism in place to track the number of encounters with some service types continuing to do better than others. He has also asked Dimitry Petion, Director of Physical Health, to provide him with numbers regarding the success rate of the wellness calls being made (appointments made, appointments kept, no shows) and to use those numbers to project when volumes may increase.*

## 9.2

Schedule of Revenues and Expenditures as of May 31, 2020 - Riley

**Attachments:** [Finance Report May 2020](#)

*Pam Riley presented this item as outlined in the agenda packet.*

## 10. Attachments for Board Review

### 10.1

Media Placement Highlights - Nordstrom

**Attachments:** [Media Placement Highlights\\_202005-202006](#)

**This matter was presented**

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



*No update at this time.*

**12. Lake County Tuberculosis Board Update**

*Lisa Kritz informed the Board that TB Board member Lucy DeVaux has agreed to be reappointed and the recommendation for her reappointment has been submitted to County Board Chair for consideration and presentation at the County Board meeting on July 14, 2020. TB Board member Dr. Geetha Sivasubramanian has resigned as she is moving out-of-state and they are actively seeking her replacement.*

**13. Added to Agenda Items**

*None*

**14. Old Business**

**14.1**

Ethylene Oxide (EtO) Phase III Testing Update - Mackey

*This update was presented by Larry Mackey during the President's report.*

**This matter was presented**

**15. New Business**

*None*

**16. Executive Session**

*None*

**17. Adjournment**

**A motion was made by Member Belmonte, seconded by Member Rheault, that this meeting be adjourned. Meeting adjourned by President Sashko at 7:53 p.m.**