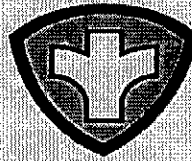


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Logan County Department of Public Health

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## LOGAN COUNTY BOARD OF HEALTH

July 8, 2013

**PRESENT:** Board of Health: Dr. Richard Bivin, Roger Bock, Dr. David Hepler, Dr. Paul Kasa, Maxine Lolling, Mike Rohrer, Bill Sabs, Dr. Wm. Todd Walker

Logan County Department of Public Health: Mark Hilliard, Administrator; Dianna Heyer, Asst. Administrator/Director of Nursing; Sally Gosda, Director of Finance

Guests: Marcia Dowling

- 1) The meeting was called to order by Member Rohrer at 7:03 p.m.
- 2) Introduction of Guests – Ms. Dowling introduced herself.
- 3) Approval of Meeting Agenda – Member Kasa made a motion to approve the agenda as presented; seconded by Member Walker. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Lolling to accept the Consent Agenda items as presented; seconded by Member Walker. Motion carried.
- 5) Reports
  - a) Administrative, Health Education, & Dental – Mr. Hilliard reported that May and June had been busy months. Dental revenue had been running ahead of last year but had fallen off recently. He reviewed the recent staffing changes in the dental program, stating the changes may help production somewhat.
  - b) Finance – Ms. Gosda reviewed the May and June financials which both showed deficits. As of June 30, the YTD deficit is \$320,000. Although expenses are at 39% of budget, revenues are only at 31%. Grant receivables as of June 30 were \$203,000; however reimbursements to the County for IMRF and FICA totaling \$182,000 are outstanding at this time.

Ms. Gosda also reported that the hearings to kickoff the FY14 County Budget process are scheduled for July 29 and 30 with the Health Department scheduled for July 30 at 1:00 p.m. A first-draft budget will be available to the Board of Health prior to the September meeting.
  - c) Nursing and Home Health – Ms. Heyer reported:
    - IBCCP continues to work off a priority list. 9 of 63 women served since May have had abnormal results.

- State Fiscal Year 2014 Grant funding has been reduced for the IBCCP, WIC, and WIC Breastfeeding Peer Counselor programs. A Family Case Management pilot model has been introduced that focuses on pregnant women to improve newborn outcomes.
  - Candice Letterly has been hired to replace Laura Duffer as the Breastfeeding Peer Counselor.
  - Dana Oltmanns, WIC Coordinator, has been chosen to serve on the National WIC Association-Local Agency Client Services Committee. The Committee makes recommendations on certification and food delivery policies to the National Association that affect local agencies.
  - Sarah Cook, Home Health RN, completed and passed an online coding course.
  - Ms. Heyer has attended training on the new, expanded HIPAA regulations and will coordinate the efforts to meet those regulations.
  - Member Kasa mentioned the presence of outside home health agencies in our market area, particularly VCP out of Joliet. A discussion followed about the marketing tools they are using to attract referrals from medical providers and prospective patients. The discussion included what constitutes marketing within established guidelines and the challenges of establishing that fine line.
- d) **Emergency Response** – Mr. Hilliard reported that Shana Altman, Emergency Response Coordinator, received a Director's Recognition Award at the Preparedness Summit on June 19, 2013.  
The State FY2013 Public Health Emergency Preparedness (PHEP) grant ended June 30 with all grant deliverables met.  
The Health Department participated in a county-wide tabletop exercise June 12. The scenario of the exercise was a tornado disaster.  
A status report on the Isolation and Quarantine Policy review was requested from States Attorney Jonathon Wright. He hopes to get that review underway now that the Harris trial is over.
- e) **Environmental Health** – Mr. Hilliard referred the Board to Don Cavi's report included in their packets.  
Mr. Hilliard proposed initiating a fee for variances granted in Environmental Health. Current practice is when a variance request is received/granted, the variance is logged in the environmental health records and ends there. Mr. Hilliard contacted Sally Litterly, County Clerk, and asked about recording variances so the documentation is part of the public record in the event of a property transfer. Ms. Litterly agreed that documentation would be acceptable for recording, with a \$40 fee. Mr. Hilliard proposed charging \$50 for a variance, with \$40 covering the recording fee and \$10 for additional staff time. Variance requests are received a couple of times a year. After discussion about possible downsides to this practice, the Board agreed it would improve transparency for future property owners.
- 6) **Old Business**
- a) **State's Attorney Referral Update** – Mr. Hilliard reported that Don Cavi, Director of Environmental Health, and Ryan Williams, Environmental Health Sanitarian, had a productive meeting with States Attorney staff regarding violations. Mr. Wright requested additional follow-up by Environmental Health staff which has been done and forwarded to the States Attorney Office.

- b) **Review of Program Revenue and Expenses** – Staff changes in the dental program were shared with the Board as well as an update on furlough time taken and the overall cost savings realized from changes made to-date.
  - c) **Elkhart Sewage** – Mr. Hilliard referred the Board to a letter dated June 25, 2013 addressed to the Village of Elkhart Trustees. Lyle Fout, Mayor of Elkhart, left a brief voice mail message for Mr. Hilliard last week but they hadn't connected yet. Mr. Hilliard told the Board there are grant funds available through Illinois Department of Economic Development for public infrastructure. Information relative to that funding source has been pulled for Mr. Fout.
- 7) **New Business**
- a) **Alcohol and Substance Abuse in Logan County** – Member Hepler requested that this be added to tonight's agenda. He also inquired about alcohol and substance abuse data comparing Logan County with the rest of the State of Illinois. Mr. Hilliard distributed data from the Illinois Criminal Justice Information Authority website. Review of the data showed the drug treatment rate for Logan County was lower than all the surrounding counties, with the exception of Menard County. Drug arrest figures were comparable to Logan County's eastern and western neighboring counties and lower than those counties lying north and south of Logan County. Member Hepler stated he has heard there is an epidemic of drug/alcohol abuse in Logan County. Mr. Hilliard stated he would share the data with the Health Educator for planning future P.A.R.T.Y. and health fair events/speakers.
  - b) **Focus Forward Central Illinois & Healthy Region Strategy** - Mr. Hilliard shared information about a Regional Economic Development strategy being considered for Peoria, Tazewell, Mason, and Logan Counties. The fourth goal is for health departments to get involved in Healthy People 2020. This initiative would attract businesses to the region because it would be healthier.
  - c) **Grant - In-Person Assisters (ACA)** – Mr. Hilliard reported on a grant opportunity that was a collaborative effort with most all other health departments in the State outside of Cook County. The application was submitted to IDPH to fund an employee to train to be an in-person assister to enroll persons in Affordable Care Act programs. A copy of the letter of support was included in the Board packet. Funding available through IDPH totals \$7.1 million; the Health Department's share would be \$64,459. Award notification should occur sometime this month.
  - d) **IBCCP Grant** – Mr. Hilliard referenced a letter sent to the Office of Women's Health regarding dwindling grant funding for the program each year. Ten years ago four fulltime staff managed the program. Over the course of time, a clerk position was replaced by a case manager. Current staffing is a full-time director, full-time case manager and a part-time clerk. The grant is funded based on the caseload assigned by the State. For the first time, LCDPH may have met that caseload but the implementation of the Priority List prohibited that from happening. Logan County serves as the lead agency for several counties. The only possibility of further reducing expenses is reduce the case manager to .80 FTE with the net result being about \$5,000 savings. The State Fiscal Year 2014 grant application and budget were submitted by the deadline with staffing budgeted as it currently stands. Mr. Hilliard went on to say that a letter of response from IDPH Office of Women's Health has been received and is included in the packet.

Marcia Dowling, IBCCP Supervisor, was in attendance and shared additional information about the program. The assigned caseload for FY2014 is 656 women over 8 counties. Logan and Macon Counties are the largest, followed by Morgan, Shelby, Cass, Mason, DeWitt, and Piatt. Ms. Dowling stated her desire to continue the program to see what happens with IBCCP when the Affordable Care Act launches January 1, 2014. There are many unknowns for the coming months.

The question came up about what happens if Logan County was not a lead agency. Mr. Hilliard explained that IDPH would find another agency(ies) to assume responsibility for the counties we currently serve. The unknown impact of the Affordable Care Act on the IBCCP program was also discussed. A collaboration with Sangamon County (lead agency for Sangamon and Menard Counties) was also discussed.

A consensus was reached to continue the program as is and monitor what is occurring with the Affordable Care Act and any visible impact it is having on IBCCP. Mr. Hilliard will keep the Board and Office of Women's Health apprised of the status of the program.

- e) Correspondence – Mr. Hilliard shared a letter dated May 8, 2013 that was dropped off last week at the Health Department from the Real Estate Department of Union Pacific Railroad. The letter advises of the installation of six-foot high fence as part of the high-speed train corridor. The Health Department's concrete pad juts off into the railroad encroachment. Mr. Bock volunteered to come by and look at the area in question with Mr. Hilliard.
  - f) Press – Included in the packet.
  - g) Other – Nothing to report.
- 8) Announcements – None
- 9) Adjournment – A motion was made by Member Lolling to adjourn the meeting; seconded by Member Kasa. Motion carried and the meeting adjourned at 8:29 p.m. The next meeting is Monday, September 9, 2013 at 7:00 p.m.

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Mike Rohrer, President

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Sally Gosda, Recording Secretary