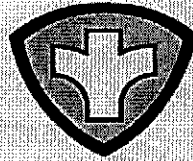


109 Third Street, P.O. Box 508
Lincoln, IL 62656-0508
www.lcdph.org



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Logan County Department of Public Health

Phone: 217-735-2317
Fax: 217-732-6943
Email: info@lcdph.org

LOGAN COUNTY BOARD OF HEALTH
March 10, 2014

PRESENT: Board of Health: Dr. Richard Bivin, Roger Bock, Dr. David Hepler, Dr. Paul Kasa, Maxine Lolling, Mike Rohrer, Bill Sahs, 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: None

- 1) The meeting was called to order by Member Sahs at 7:02 p.m.
- 2) Introduction of Guests – None present.
- 3) Approval of Meeting Agenda – Member Hepler made a motion to approve the agenda as presented; seconded by Member Lolling. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Kasa to accept the Consent Agenda items as presented; seconded by Member Rohrer. Motion carried.
- 5) Reports
 - a) Administrative, Health Education, & Dental – Mr. Hilliard reported:
 - Health Ed:
 - P.A.R.T.Y. registration is underway. A full line-up will be present at the Community Health Fair this month too.
 - Dental:
 - The Patient Analysis and Provider Productivity Reports were reviewed.
 - b) Finance – Ms. Gosda reviewed the January and February 2014 financials included in the packet. February marks the end of the first quarter of 2014, showing a \$99,000 deficit. Grant Receivables are approximately \$155,000 as of February 28.
 - The FY2013 audit is basically complete. Preliminary figures show the Health Department ended with a deficit of \$55,000, compared with a budgeted deficit of \$242,000 and a deficit of \$402,000 in 2012.
 - The 2013 Home Health data has been submitted to the Curtis Group for preparation of the Medicare Home Health Cost Report.
 - The Health Department's two certificates of deposit at State Bank of Lincoln and CEFCU rolled over at interest rates of .25% and .35%, respectively.
 - c) Nursing and Home Health – Ms. Heyer reviewed the Nursing report:
 - The IBCCP audit was completed last month with a very good report.

- So far 152 women have enrolled in Medicaid through the Affordable Care Act which will affect IBCCP caseload.
 - Flu vaccine is still available. The last reported case was February 25. To-date, 60 Type A and 1 Type B confirmed cases of the flu have been reported. The majority of the cases are young and middle-aged adults.
 - Caseload in WIC/Family Case Management is up a bit.
 - The Breastfeeding Peer Counselor is making additional contacts and will be manning a booth at the Health Fair to promote WIC and breastfeeding.
 - Home Health passed its IDPH audit with flying colors—no deficiencies cited!
 - Home Health census has been up slightly.
 - Two staff members are attending the Annual Home Health Conference later this week.
- d) Emergency Response – Mr. Hilliard reported that Shana Altman submitted her resignation effective February 28, 2014. He stated that Ms. Altman did a fantastic job as the ERC for the Health Department. She accepted a position at the Illinois Department of Public Health working in the HIV/AIDS section.
- e) Environmental Health – Mr. Hilliard referred the Board to Don Cavi's report included in their packets. He stated that the Environmental Health staff is again working with Hibachi Grill. Their most recent survey score was very poor. They will be monitored for improvement.
- 6) Old Business
- a) IBCCP Grant – Mr. Hilliard updated the Board on the status of the grant. The amendment was received, executed and returned to IDPH.
- b) Fire Sprinkler System – Mr. Hilliard received a proposal from F.J. Murphy & Sons for a reduced pressure backflow preventer. A motion was made by Member Bock to accept the F.J. Murphy & Sons proposal to complete the work stated; seconded by Member Walker. Motion carried.
- 7) New Business
- a) Statement of Economic Interest – The form was included in the mailed packet. Mr. Hilliard asked that each board member complete the form and return it to the Health Department or turn it in tonight and he will be responsible for getting them to the County Clerk.
- b) Open Meetings Act Training – This information was also included in the mailed packet. The training needs to be completed annually. Mr. Hilliard explained the process for completing the training. When the training is completed, he asked that the certificate of completion be printed off and returned to the Health Department. Board members are welcome to use a computer at the Health Department to complete this training.
- c) Staff Updates
- Dianna Heyer suffered a broken should while ice skating and was out for a period of time. She is back and on the mend.
 - Dr. Vanderwaal is temporarily providing care in the dental clinic until he leaves to participate in an oral surgery residency at the University of Wisconsin. A prospective dental student graduating this spring visited at the end of February and will return

March 8 to job shadow in the dental clinic.

- As discussed previously, Shana Altman resigned. Her position is vacant but has been posted. Two applicants have expressed interest so far. Mr. Hilliard will be covering the essential functions of the ERC position until the vacancy is filled.
- Mr. Hilliard stated the Board should have received his letter in the mail, stating his intent to retire at the end of August. He shared a job posting he had prepared for posting both internally and externally. He recommended to the Board that a sub-committee of at least 2 or 3 board members be appointed to review incoming resumes'. After enough applications have been received, that panel along with Mr. Hilliard, will pick the top candidates and proceed to interview. Mr. Hilliard pointed out that the Illinois Department of Public Health has to approve the final candidate. The goal is to have a new administrator in place by September 1, 2014.

Mr. Sahs asked Dr. Bivin and Mr. Rohrer to review the applications.

- d) Press – Included in the packet.
 - e) Other – Mr. Hilliard distributed the Viewpoint publication, pointing out articles on pages 13 and 19 which include LCDPH staff: Family Preparedness Day (Shana Altman) and Illinois Asthma Partnership (Mallory Sinner).
- 8) Announcements – National Public Health Week is April 6-12, 2014. The Employee Appreciation Luncheon is Wednesday April 9, 2014 11:30 a.m.-1:00 p.m.
- 9) Adjournment – A motion was made by Member Bock to adjourn the meeting; seconded by Member Walker. Motion carried and the meeting adjourned at 7:40 p.m. The next meeting is Monday, May 12, 2014 at 7:00 p.m.

Bill Sahs, President

Sally Gosda, Recording Secretary