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Logan County Department of Public Health

LOGAN COUNTY BOARD OF HEALTH
May 11, 2015

PRESENT: Board of Health: Bill Sahs, Mr. Mike Rohrer, Mrs. Maxine Lolling, Mrs. Jan Schumacher, Dr. Erin Schafer, Dr. Todd Walker

Logan County Department of Public Health: Don Cavi, Administrator; Kara Davis Director of Nursing; Katherine Yapple, Director of Finance; Emily Hauter, Emergency Response Coordinator/Health Educator

Guests: Whitney Ajie, Ashley Jacob

- 1) The meeting was called to order by Member Sahs at 7:00 p.m.
- 2) Introduction of Guests – Whitney Ajie is from the U of I Extension Office with the nutrition education and she is working with the Healthy Communities Partnership. Ashley Jacob is the Health Department intern and is currently working on the IPLAN with Emily Hauter.
- 3) Approval of Meeting Agenda – Member Rohrer made a motion to approve the Meeting Agenda as presented; seconded by Member Lolling. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Schafer to approve the Consent Agenda items; seconded by Member Rohrer. Motion carried.
- 5) Reports
 - a) Administrative, Health Education, & Dental:
The Administrative Report included:
 - Mr. Cavi attended Legislative Action Day in Springfield on April 15th. He was able to speak with Representative Butler and Senator Brady at the evening reception.
 - On April 22nd, Mr. Cavi gave a small presentation regarding the Health Dept at the rotary luncheon.
 - Mr. Cavi has been dealing with some disciplinary issues.
 - The old carpeting in Conference Room A was coming up, so we have put new flooring down and have also painted both conference rooms.
 - We are hoping to resurface the parking lot soon.
 - The Health Educator Report included:
 - Ms. Hauter reported that the Quit line was suspended in April but was quickly reopened at noon on May 6th.
 - Ms. Hauter presented to the Building and Grounds Committee on May 5th to make Latham and Scully parks smoke free. It passed at the committee level and Emily will now present this to the county board on May 14th.

- PARTY was a success. The evaluations showed the children would like maps so they do not get lost in between workshops and they would also like more interaction during the presentations. Emily will make these changes for next year.
- During the health fair, the 5th graders were part of a contest and the winning 5th grade class got to sing the 5210 jingle on WLCN, 93.6 FM. They are also recording a commercial with them signing and showing 5210 habits. The commercial will be played at the Lincoln Theater 4 before each movie throughout the summer. The winning class will attend a movie before school is out so that they can see their commercial in the theater.
- The health fair next year will be a collaboration between the Health Dept, Healthy Communities Partnership and the Park District.

The Dental Report included:

- Dr. Molitoris is on maternity leave until some time in June. While she is on leave, our dental hygienist will be double booked so that we can keep the clinic busy.
- So far, Public Health has been spared from the funding sweep of Governor Rauner, at least until June.
- Dr. Molitoris has renewed her contract with the Health Department.
- The dental clinic is currently booked into October.

- b) Finance – Mrs. Yapple reviewed the financials for March and April 2015 included in the board packet. There were two for April. The first one is without the audited adjustments from 2014 and the second is with the audited adjustments which we will use going forward. We ended April with a deficit of \$11,500; however, once we recorded the adjustments from the 2014 audit, it shows we ended April with a deficit of just over \$245,000. At the end of April, we still have \$75,000 outstanding in grant receivables.

Once the audit was complete, there were two things listed in the management letter that are significant things, but they are things the auditors just think are worth mentioning. First was regarding our check signatures (only 1 out of 23 was noted) and second was regarding our IT Policies and Procedures. With the single audit we have had the same finding since they started testing the VFC program: they feel that we do not have controls in place to ensure reporting requirements are complied with. In my response, I outlined our current procedure that has changed slightly from previous years and how things will change when we start using CDP and hopefully this won't be a finding again next year.

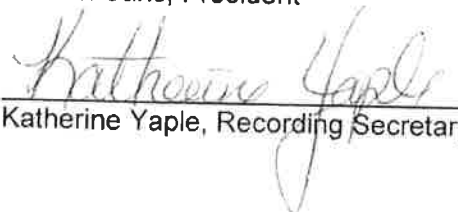
- c) Nursing and Home Health – Mrs. Davis reviewed the Nursing and Home Health report included in the packet. Highlights included:
- There is still 1 Latent TB infection. The patient is non-compliant.
 - We currently have 1 Active TB infection. The patient is on Medicaid so the state is paying for the medication. Out of the 10 people the patient has been in contact with, 1 has tested positive as well so they will have a chest x-ray.
 - The Health Department has started to test for Hepatitis C.
 - We have received notice of our WIC grant funding for next year and it is down from this year. Funding is based on our caseload which is down from last year. Dana Oltmanns is working on starting more media outreach to hopefully build the caseload back up. Member Schumacher suggested having a Facebook page for WIC clients.
 - The Healthworks and Home Health stats are listed in the packet.

- d) Emergency Response – Ms. Hauter will be doing a hand washing demonstration in June at the Abraham Lincoln Memorial Hospital. The Preparedness Team will be doing an Emergency Operations Center drill before the end of June.
 - e) Environmental Health – Food inspections are down a little due to being short staffed but we hired a Sanitarian April 13th so she and Ryan are catching up on food inspections. We will be receiving the same amount of funding this year for the West Nile program as last year and we will have the same intern, Tim Dudas, as we had last year for this program.
- 6) Old Business
- a) Upp Technology Transition to CDP – Our goal is to be up and running with CDP in June. We are still hoping to get the money back that we paid Upp last year.
 - b) Public Health Week Breakfast/Open House – 19 people attended the open house including representatives from Representative Butler and Senator Brady's offices. The breakfast went really well. Mr. Cavi thanked Member Rohrer for providing the breakfast.
 - c) Elkhart Sewage Update – Mr. Cavi received a letter from the Village of Elkhart and it is included in the packet. They are going to move ahead with the planning process, which could take up to a year. Once they have that completed, they are hopeful they will be more apt to receive grant funding to complete the process.
- 7) New Business
- a) Collective Bargaining Agreement – Mr. Cavi, Member Sahs, Bob Farmer from the County Board and Chris Walters, our attorney, met with the union representatives. Everything went smoothly. They agreed on raises as follows: 1st year – 1.5%, 2nd year – 1.5% and 3rd year – 2% as well as the verbiage changes that were included in the packet. Member Rohrer made a motion to approve the Collective Bargaining Agreement; seconded by Member Walker. Motion carried.
 - b) County Health Rankings – We received a copy of the health rankings for Illinois that are provided by Robert Wood Johnson. Logan County went from 82 to 62 out of 102 counties so that's a step in the right direction.
 - c) IPLAN – Ms. Hauter gave a presentation on the IPLAN. The three Organizational Capacity Assessments that the Board of Health and administrative staff of the Health Department anonymously decided on were Assurance of Public Health Services, Community Health Assessment and Financial Management. These are the things that need to be worked on internally. The Internal and External Community Health Committee decided on Smoking in Pregnant Women, Drug and Alcohol use in teens and Obesity (Adult and Childhood) as the three top priorities of the IPLAN. Member Shafer made a motion to approve the IPLAN as presented; seconded by Member Schumacher. Motion carried.
 - d) Website – We have contracted with MCS out of Springfield to design our new website. The website committee met with them last week and hopefully our new website will be ready by the end of June.
 - e) FQHC – Mr. Cavi, Mrs. Davis and Mrs. Yapple met with Heather Burton, CEO and President of Central Counties Health Centers in Springfield. Mr. Cavi is looking at our

options; whether we could become a FQHC on our own, whether we should partner with an established FQHC, etc. We are going to meet with Teresa Armstrong from the Cass County Health Department, which is also an FQHC, in June to find out the advantages and disadvantages of a Health Department being a FQHC.

- f) Staffing Update – We hired Fay Allison as our new Sanitarian on April 13, 2015. Fay was previously our first West Nile intern in 2012.
 - g) Press – Included in your packet.
 - h) Other – Mr. Cavi will be on vacation during our next scheduled board meeting. It will be changed from the 2nd Monday in July to the 1st Monday in July.
- 8) Announcements – None
- 9) Adjournment – A motion to adjourn the meeting was made by Member Lolling; seconded by Member Walker. Motion carried and the meeting adjourned at 8:00 p.m. The next meeting is Monday, July 6, 2015 at 7:00 p.m.

William Sahs, President



Katherine Yaple, Recording Secretary