

BOONE COUNTY BOARD OF HEALTH MEETING

May 4, 2009 ♦ 12:00 p.m.

Boone County Health Department ♦ 1204 Logan Avenue ◻ Belvidere ◻ IL 61008

AGENDA

1. PROGRAM HIGHLIGHTS:

- a) Abstinence Program – Ellen Genrich
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2. APPROVAL OF AGENDA

3. CONSENT AGENDA ITEMS

- a) Approval of previous meeting minutes:
 - i. March 30, 2009 pg # 1-2
 - ii. April 14, 2009 pg # 3
- b.) Approval of Finance Committee minutes April 27, 2009 pg # 4
- c.) Approval of Closed Session minutes:
 - i. March 6, 2009 pg # 5
 - ii. March 30, 2009 pg # 6
- d.) Department Reports:
 - i. Personal Health pg # 7 - 9
 - ii. Environmental Health pg # 10 - 11
- e.) Personnel Reports
- f.) Contracts and Agreements – **RENEWALS**

4. FINANCIAL REPORT

- a) Health Fund & Grant Fund pg # 12 - 15

5. APPROVAL OF CLAIMS pg # 16 - 23

6. COMMITTEE REPORTS

- a) Finance Committee

7. CONTRACTS AND AGREEMENTS – NEW

- a.) Assistant Administrator's Acceptance Letter pg # 24

8. UNFINISHED BUSINESS: (For Action and/or Discussion)

- a) Program Priorities

9. NEW BUSINESS: (For Action and/or Discussion)

- a. Food Permits (not for profit food establishments/vendors) pg # 25
- b. Septic Pumping
- c. Swine Flu Update
- d. IRS 2009 Mileage Rates pg # 26

10. ADMINISTRATOR'S REPORT

11. EXECUTIVE SESSION

12. ADJOURNMENT

PLEASE call Debbie at 547-8540 or e-mail at djeanmaire@boonehealth.org if you will be unable to attend this meeting. Next regularly scheduled meeting: June 1, 2009 at 12:00 p.m.

**BOONE COUNTY BOARD OF HEALTH
MEETING MINUTES
May 4, 2009
BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

Members Present: Dr. Hess, Dr. Frost, Deb Loos, Allen Sisson, Dr. D'Souza, Jim Cox, Dr. Conder, Gary Turner and Brad Rightnowar.

Staff Present: Stephanie Seaworth, Ray Empereur, Lisa Gonzalez, Ellen Genrich, and Sandy Romanek.

Guests Present: State Rep. Ron Wait, Bill Pysson, Lyn LaBuy and Curt Newport

Lisa Gonzalez and Ellen Genrich updated the Board of Health on the status of the H1N1 Influenza. They accepted questions concerning the current outbreak.

Dr. Hess called the meeting to order at 12:30 p.m.

A motion was made by Jim Cox and seconded by Dr. Conder to move the Department Reports to the beginning of the Agenda.

A motion to approve the Amended Agenda was made by Jim Cox and seconded Allen Sisson. Motion carried.

Department Reports:

Personal Health: Lisa presented the departmental report for the month of March, 2009. The reports for March, 2009 are in the monthly packets. Lisa clarified a few of the items under Communicable Disease, and also under the adult vaccines. She also updated the Board on receiving a \$2,000.00 grant for Women's Health Week. The fitness event will take place on May 16, 2009. At this time, we are not involved with the Senior Wellness Fair because of the cost involved.

Environmental Health: Stephanie presented the report for the month of March, 2009. The reports for March, 2009 are in the monthly packets. Brad Rightnowar asked for clarification on if there is an existing ordinance relating to the use of public sewer/water systems when a private septic/sewer system fails that is in close proximity to a public sewer system. Ron Wait stated that there is currently a bill that is going thru the House that was sponsored by McHenry County concerning this. Bill Hatfield will need to look into this for the next Board meeting to be held on June 1, 2009.

A motion was made by Allen Sisson and seconded by Jim Cox to approve the meeting minutes of March 30, 2009. Motion carried. A motion was made by Dr. Frost and seconded by Allen Sisson to approve the Finance Committee's meeting minutes of April 14, 2009. Motion carried

A motion at 12:41 was made by Jim Cox and seconded by Allen Sisson to go into closed session. Motion carried. All guests were asked to leave.

The Board returned to open session at 12:45, and guests were allowed to return. A motion to approve the closed session minutes of March 6 and March 30, 2009, was made by Allen Sisson and seconded by Gary Turner. Motion carried.

Personnel Reports: none

Contracts and Agreements - Renewals: - none

Financial Report: The Grant Fund report for March, 2009 and the Health Fund report for April, 2009 are in the monthly packet.

Stephanie introduced Curt Newport, the County Treasurer. Curt presented an investment overview to the Board, explaining current rates of return and his process for evaluating how to make the investments. He accepted questions after his presentation.

Approval of Claims: A motion was made by Allen Sisson and seconded by Jim Cox to approve the claims for the month of April, 2009. Motion carried.

Committee Reports: Stephanie presented the Finance Committee report. She presented the SWCD contract and gave an overview of the terms of that Intergovernmental agreement that had been approved by Michelle Courier. Stephanie also clarified that the funding not to exceed \$16,500.00 would be coming from the Boone County General Fund. The additional funding would be through an increase in the Board of Health levy. She also presented an overview of the projected revenue sources for Fiscal Year 2010, and then need to closely monitor expenses.

Contract and Agreements – New:

- A motion was made by Jim Cox and seconded by Allen Sisson to accept the finalized version of the Assistant Administrator’s contract. Motion carried.
- A motion was made by Brad Rightnowar and seconded by Jim Cox to approve the Intergovernmental agreement between Boone County Health Department and the Boone County Soil and Water Conservation District. Motion carried.

Unfinished Business: A motion was made by Jim Cox and seconded by Allen Sisson to table the Program Priorities item. Motion carried.

New Business:

- Food Permits – for not for profit establishments. A motion was made by Allen Sisson and seconded by Jim Cox to submit the revision of the Code which would cancel the not for profit fee waiver to HHS and then the full County Board. Motion carried.
- Septic Pumping and IRS mileage rate. A motion was made by Jim Cox and seconded by Allen Sisson to table these items until next meeting. Motion carried. Bill Hatfield will need to update the Board at the next meeting on the Septic Pumping, and Stephanie will need to confirm the County’s current mileage rate.

Administrator’s Report: Stephanie updated the Board on the continuation of the Family Planning Grant, and also the conference she and Ray attended last week. Ray and Stephanie suggested that a member of the Board of Health should consider attending an annual IDPHA meeting in the future. To assist in fighting for Public Health Funding and Public Health Awareness. The cost of this would be nominal.

Other: Bill Pysson was given 2 minutes to present his concerns. He requested a partial reimbursement from the Expansion Committee for expenses incurred at Giovanni’s during the interview process. The Board said that they would take this under advisement.

A motion to adjourn was made by Jim Cox and seconded by Gary Turner. Motion carried. Meeting was adjourned.

Submitted through Deb Loos.
Sandy Romanek

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