

**BOONE COUNTY BOARD OF HEALTH
AGENDA**

SEPTEMBER 29, 2008

12:00 NOON

BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH

- I. Call to Order**
- II. Approval of Agenda**
- III. Approval of Minutes of September 2, 2008**
- IV. Financial Report: Malafu Tiatia**
 - * FY'09 Budget Update**
 - * Committee Report – Expansion Committee**
- V. Unfinished Business:**
- VI. New Business:**
 - * Contingency Plan for Soil & Water Conservation District**
- VII. Div. of Personal Health Services: Lisa Gonzalez**
- VIII. Div. of Environmental Health Services: Bill Hatfield**
- IX. Approval of Claims: September, 2008**
- X. Administrative Report: Malafu Tiatia**
 - * Marj Graves - Food Program**
- XI. Adjournment**

**Next Meeting: Monday, November 3, 2008 – 12:00 Noon
Boone County Department of Public Health**

**BOONE COUNTY BOARD OF HEALTH
MEETING MINUTES
SEPTEMBER 29, 2008
BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

Members Present: Dr. Kent Hess, Allen Sisson, Jim Cox, Dr. Conder, Gary Turner, George Sprecher, Dr. Simmons, Dr. Frost

Staff Present: Malafu Tiatia, Bill Hatfield, Lisa Gonzalez, Marj Graves and Debbie Jeanmaire

Guests Present: Cathy Ward, Jackie Falkenstein, Jim Mulcahey

The meeting was called to order at 12:08 by Dr. Hess.

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

A motion to approve the minutes of September 2, 2008 was made by Allen Sisson and seconded by Gary Turner. Motion carried.

Financial Report: Malafu Tiatia presented the financial reports. The Health Fund Report was presented for the month of September 30, 2008. The Grant Fund Report was presented for the month of August 31, 2008.

- FY'09 Budget second review by the County Board's Finance Committee – October 7th at 6:00 p.m., County Board Room.
- Financial / Budget issues:
 - (a) Anticipate possibility of over budget due to non-budgeted items: new phone system and new computer/intranet server.
 - (b) Cost Savings: salary & benefits for vacant staff positions (3)

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

Discussion regarding the Expansion Committee updates: Dr. Hess stated that Board of Health is fiscally sound and we must remain fiscally prudent. "When we invest in something we need some sort of guarantee that it is prudent" and hopes that is what the resolution will be. Discussion ensued about the Expansion monies. There was a general agreement that good documentation is necessary so there will not be problems in the future. The next step in the land/space acquisition is a meeting on October 2nd between Dr. Hess – BOH President, Brad Rightnowar – Chairman of the Road & Capital Improvement Committee, Cathy Ward – Chairwoman of the Boone County Board, Ken Terrinoni – County Administrator, and Malafu Tiatia – Health Dept. Administrator. The objective of that meeting will be resolving the final language of the Memorandum of Understanding (MOU) between the Boone County Board of Health and the Boone County Board.

Unfinished Business: None

New Business: Jackie Falkenstein and Jim Mulcahey from Boone County Soil and Water Conservation District were introduced to the Board of Health. The Illinois State government has slashed the budget for Boone County Soil and Water Conservation District. A draft of a contingency plan for the Soil & Water Conservation District was handed out (Attached). A request for Board of Health action to authorize Boone County Department of Public Health

Administrator to move forward with drafting an MOU between the Board of Health and the Boone County Soil and Water Conservation District Board. A motion to approve was made by Gary Turner and seconded by Dr. Frost. Motion carried.

Personal Health Services Report: Lisa Gonzales reported. The written report for August 2008 is in the packet. Lisa updated the Board on the following:

- We have our first 2008 human case of West Nile Virus (WNV) infection in Boone County. The person is an 86 year old male, currently hospitalized. Bill Hatfield stated that we received a call from the patient's daughter regarding standing water issues near his home. Health Department will investigate and facilitate a remedy as needed.
- Packet contains the 2008 Flu Clinic Schedule. Flu shots are also offered at our walk-in clinics on Wednesday afternoons from 1 to 4 p.m.
- Lisa was questioned by a Board member about unused medication disposal. It is advised to bag the unused medication and mix it with used coffee grounds or cat litter and place in the garbage. She will put a public service announcement in the newspaper. Gary Turner thanked her for looking into this and said many people have unused medications and it helps to know what to do with them.

Environmental Report: Bill Hatfield reported. The written report for August 2008 is in the packet. Bill clarified the totals for well permits are lower than new well inspections. The reason why is because new wells may be drilled at the end of the year and we inspect during the next year after the home is finished. Cathy Ward asked how many wells are in Boone County and Bill stated that there are approximately 5,600 private residential wells in Boone County.

Bill also stated that the failing septic system on Pearl Street Road is being fixed. The homeowner hired a contractor to upgrade the septic system and address the runoff issue next door.

Approval of Claims: A motion to approve the claims was made by Gary Turner and seconded by Allen Sisson. Motion carried.

Administrative Report: Malafu presented the administrative report. We are presently trying to recruit for three staff positions - Family Planning Coordinator, Case Manager/Health Program Advisor Nurse, and a Clinic Receptionist.

Marj Graves, Health Inspector, explained the Food Program to the Board. Marj gave an overview of the Food Safety Program, food inspections, inspection scores, permit process, etc.

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

Submitted through Allen Sisson
Debbie Jeanmaire