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Jo Daviess County Health Department • 9483 US Rt. 20 West • P. O. Box 318 • Galena, Illinois 61036

Jo Daviess County Board of Health

Meeting

Wednesday, August 10th, 2016 at 7:00 pm

Jo Daviess County Health Department Conference Room

MINUTES

1. Call to Order

Ron Lubcke, President of the Board of Health, called the meeting to order at 7:00PM.

2. Roll Call

Present: Kim Barrett, Bill Bingham, Elizabeth Blair, Gary Jobgen, Ron Lubcke, Stephen Petras and Jim Vormezeele

Staff Present: Elizabeth Kane, Administrator
Susan Schultz, Secretary

Others Present: Kay Schlichting and Mrs. Petras

3. Approval of Minutes

a) Minutes from June 22, 2016 Board of Health Meeting – After review, Elizabeth Blair motioned to approve the minutes, as presented, second by Kim Barrett. All were in agreement, motioned passed.

4. Citizens' Comments – None

5. Unfinished Business

- i. Discussion and possible action to approve a recommendation from the Board of Health Finance Committee for the Successful Bidder for the Main Level Commercially Rated Luxury Vinyl Tile Project – Gary Jobgen motioned to recommend acceptance of the Knautz Flooring bid for installation of luxury vinyl tile flooring, second by Bill Bingham. The Finance Committee has previously reviewed, packets were given out to the other BOH members to review. Ron shared the concerns the Finance Committee discussed. The flooring brand, quality and references provided by the two companies were taken into consideration. All in favor, motion passed.

6. New Business

- i. Congratulations Gary Jobgen on his recent appointment to the Board of Health Finance Committee – Ron called and asked Gary if he would be on the BOH Finance Committee, with Gary accepting the invitation.

- ii.** Discussion and possible action to approve a contract with ABILITY for Third Party Billing Services – After reviewing the contract and through discussion, Bill Bingham motioned to approve a contract with ABILITY for Third Party Billing Services providing that the term of the contract will not exceed 365 days, second by Kim Barrett. All in favor, motioned passed.
- iii.** Discussion and possible action to approve the purchase of a new SHARP MX3050N Print/Copy/Scan/Fax Machine from Midwest Business Products for the price of \$4,871.00: Bill Bingham made the motion to approve the purchase of a new Sharp MX3050N Print/Copy/Scan/Fax Machine from Midwest Business Products for the price of \$4,871.00, second by Liz Blair. After much discussion, the BOH would like to get a bid from another company, compare the two and then make a decision. A roll call vote resulted in 6 Nays, motion did not pass.
- iv.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to dissolve all Home Health Care Funds through Resolution in FY2017 after all Interfund Transfers to the Capital Investment Fund (055) are completed and to move forward to the County Board for review and approval: Bill Bingham motioned to dissolve all Home Health Care Funds through Resolution in FY2017 after all Interfund Transfers to the Capital Investment Fund (055) are completed and to move forward to the County Board for review and approval, second by Elizabeth Blair. Elizabeth Kane informed the BOH of an issue with the (003) Public Health Fund balance for end of next year was not at what it should be. This issue was brought to Elizabeth’s attention towards the end of the day and was suggested to take 160,000 from the HHC Fund (026) and put it into the (003) Public Health Fund thus changing the amount that would be going into this fund (055). After discussing, the BOH took a roll call vote which resulted in 5 Nays, 1 Yah, motion did not pass.
- v.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Home Health Care Fund (026) and to move it forward to the County Board for review and approval: Kim Barrett motioned to move the recommendation from the BOH Finance Committee to approve the FY2017 Home Health Care Fund (026) and to move it forward to the County board for review and approval, second by Gary Jobgen, All in favor, motion passed.
- vi.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Home Health Care Memorial Fund (022) and to move it forward to the County Board for review and approval: Gary Jobgen motioned to move the recommendation from the BOH Finance Committee to approve the FY2017 Home Health Care Memorial Fund (022) and to move it forward to the County Board for review and approval, second by Bill Bingham. All in favor, motion passed.
- vii.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Home Health Care Capital Equipment Fund (054) and to move it forward to the County Board for review and approval: Kim Barrett motioned to move the recommendation from the BOH Finance Committee to approve the

FY2017 Home Health Care Capital Fund (054) and to move it forward to the County Board for review and approval, second by Elizabeth Blair. All in favor, motion passed.

- viii.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Animal Control Fund (020) and to move it forward to the County Board for review and approval: Stephen Petras motioned to move the recommendation from the BOH Finance Committee to approve the FY2017 Animal Control Fund (020) and to move it forward to the County Board for review and approval, second by Elizabeth Blair. All in favor, motion passed.
- ix.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Capital Investment Fund (055) and to move it forward to the County Board for review and approval: Kim Barrett motioned to move the recommendation from the BOH Finance Committee to approve the FY2017 Capital Investment Fund (055) and to move it forward to the County Board for review and approval, second by Stephen Petras. All in favor, motion passed.
- x.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Catastrophic Emergency Fund (046) and to move it forward to the County Board for approval: Bill Bingham motioned to move the recommendation from the BOH Finance Committee to approve the FY2017 Catastrophic Emergency Fund (046) and to move it forward to the County Board for review and approval, second by Kim Barrett. All in favor, motion passed.
- xi.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Emergency Preparedness Fund (005) and to move it forward to the County Board for review and approval: Kim Barrett motioned to move the recommendation from the BOH Finance Committee to approve the FY2017 Emergency Preparedness Fund (005) and to move it forward to the County Board for review and approval, second by Gary Jobgen. All in favor, motion passed.
- xii.** Discussion and possible action regarding a recommendation from the Board of Health Finance Committee to approve the FY2017 Public Health Fund (003) and move it forward to the County Board for review and approval: Stephen Petras motioned to move the recommendation from the BOH Finance Committee to approve the FY2017 Public Health Fund (003) and to move it forward to the County Board for review and approval, second by Elizabeth Blair. After discussing, the BOH took a roll call vote which resulted in 6 Nays, motion did not pass.

7. Administrator's Comments

Elizabeth was asked by the County Board's Social & Environmental Committee to give a report. Each BOH Member received a copy of that report from Elizabeth. It is the same information that goes into the JDCHD's quarterly & annual report. She asked the BOH members to hang on to this report and compare with future reports. The report contains the number of services provided for each department. Elizabeth expects to see those numbers

increase within the next six months. She spoke about different grants that were applied for, services that we are currently looking at to bring back to the JDCHD, 3rd Party Billing and Health Record Audits at the school.

8. President's Comments

Ron thanked the Board of Health and the Finance Committee for their time, resources and the excellent job they have been doing. Ron spoke of putting together a retreat to find out the needs of the community to possibly look at new things we can do and other services that we already do.

9. Citizens' Comments – Kay Schlichting commended the monthly lab draws that are held in Jo Daviess County. It is very popular due to affordability. Many of the insurance plans have high deductibles.

10. Other – None

11. Next Scheduled Board of Health Meeting: October 5th, 2016, 7:00pm – Special Board of Health Meeting scheduled for Monday, August 15, 2016 at 7:00pm.

12. Adjourn – With no other business to discuss, the meeting adjourned at 8:42pm.