

# **KNOX COUNTY BOARD OF HEALTH MINUTES OF MONTHLY MEETING**

**April 14, 2016**

**Knox County Health Department  
1361 W. Fremont St.  
Galesburg, IL 61401**

The Knox County Board of Health meeting was held on April 14, 2016. Carol Scotton called the meeting to order at 7:03 p.m. Present were Doug Gibb, Kevin Satisfsky, M.D., Bruce Bobofchak, D.D.S., Jackie Turner, Pam Davidson, and DuRae Fletcher, Sr. Also present were Michele Gabriel, Administrator/CEO; Kathy Crafton, Director of Human Resources; Jerome Townsell, Director of Facility and Finance; Erin Olson, Director of Wellness Promotion; Sam Jarvis, Director of Health Protection; and Heather Kusler, Director of Family Health Services. Not present was: Samuel Fox, M.D., and Kimberly DeSutter.

Guests: City of Galesburg Officials, Tom Lowey from The Register Mail, Radio and TV Media Representatives.

## **PRESIDENT’S COMMENTS – Carol Scotton**

Ms. Scotton reminded the Board that we are still taking applications for a Board of Health Member to replace Jackie Turner. Ms. Scotton added that we are still interested in finding someone from the restaurant industry if possible.

## **APPROVAL OF MINUTES**

A motion to approve the March 10, 2016 minutes was made by Bruce Bobofchak, D.D.S. and seconded by Doug Gibb.; the motion for approval was unanimously adopted by a voice vote.

## **REPORT OF OFFICERS**

### **Treasurer’s Report – Doug Gibb**

Mr. Gibb reported to the Board the March 2016 numbers as \$51,963.39, with tonight’s numbers being \$57,387.28, a difference of \$5,423.89. Mr. Gibb went on to say the largest expenses for the month was Travel/Training at \$1,611.03, Client Services at \$1,296.85, Supplies at \$1,129.46, and Vaccine at \$668.08.

A motion to approve the Treasure's Report was made by Jackie Turner and seconded by Bruce Bobofchak, D.D.S.; the motion for approval was unanimously adopted by a voice vote with Pam Davidson abstaining.

Mr. Townsell reported the 1<sup>st</sup> Quarter Financials to the Board saying we are \$163,000.00 in the red, which is in part to the County switching to paying Fringe on a monthly basis from a quarterly basis, so at this point we have already paid five Fringe payments instead of only three. The other issue affecting us is the State of Illinois still has yet to pay us grant money from as far back as July 2015.

### **Administrator's Report – Michele Gabriel**

In the first item under her report Ms. Gabriel updated the Board about the recent attention paid by the media to lead and the City of Galesburg; introducing Galesburg Mayor Pritchard, Todd Thompson, City Manager; Wayne Carl, City Engineer; and Laura Leusny with Congresswoman Cheri Bustos's office all in attendance. She went on to note that the City and the Health Department have been working together to answer many of the Public and Media inquiries, noting that the Health Department has stressed that water is only one contributor to lead poisoning in children. Rather environmental dust and lead paint are the primary contributor and the public should continue to be made aware of that. The Department's Lead Prevention Program was then discussed with the Board. Ms. Gabriel closed her report by noting that there is an existing Strategic Plan regarding lead abatement, which will be a good starting point for the community.

The President of the Board, Ms. Scotton then moved the Board meeting into public comments, at this time the City of Galesburg explained that the lead is not in the City of Galesburg's water; but rather in the service lines leading to approximately 35 percent of homes. The Board and the City discussed many aspects of the topic and the City representatives answered all questions asked by Board Members.

Ms. Scotton then moved the meeting back into the Administrators Report.

Ms. Gabriel reported to the Board that the Clinton Foundation visited the Health Department on April 5, 2016 to discuss the project they are moving forward with in this area. The initial project started between City partners and AstraZeneca was involved, so because of the pharmaceutical company involvement we didn't feel we could be as close to the project as initially thought. At this point we will remain involved but only in an advisory capacity. Ms. Gabriel added that this project has been adopted by the Clinton Health Matters Initiative.

Ms. Gabriel updated the Board with the Staffing Report stating Amy Anderson started on March 21, 2016 as Director of Compliance and Quality, replacing Becky Moss. Courtney Pulse also

started on March 21, 2016 as a Dental Assistant. Andrea Bumgarner will be starting on April 18, 2016 as Director of Operations in the Community Health Center.

Ms. Gabriel updated the Board regarding the search for a Chief Medical Officer for the Community Health Center saying we still have not had any applicants. We have done some renewed search efforts and may have to consider increasing the salary for this position if we still do not have any applicants by next month's Board Meeting. In closing Ms. Gabriel stated we are also looking to hire another APN.

Ms. Gabriel informed the Board that the HRSA Operational Site Visit will be next week April 19 through April 21. It will start with an Entrance Conference at 9:00 a.m. on Tuesday, where Ms. Gabriel will present what we have accomplished since our last HRSA review, and they will discuss the purpose of the site visit and the overview. Thursday at 11:00 a.m. will be the Closing Conference where they will discuss any findings with us and what we should do moving forward. In closing Ms. Gabriel said all Board Members are encouraged to attend.

#### **Family Health Services – Heather Kusler**

Ms. Kusler reported to the Board that we received notification from Susan B. Komen that we were approved for \$12,000.00 for the Komen Grant.

#### **Health Protection Services Report – Sam Jarvis**

Mr. Jarvis updated the Board regarding the Certification and Accreditation process saying tonight's action items are the very last components to submit for each. Mr. Jarvis distributed a hand out that compared and contrasted the difference between the state certification, which is codified in law and national accreditation that is voluntary.

#### **OLD BUSINESS – Michele Gabriel**

A motion to approve the 2016 Strategic Plan was made by Pam Davidson and seconded by Bruce Bobofchak, D.D.S.; the motion for approval was unanimously adopted by a voice vote.

#### **NEW BUSINESS – Michele Gabriel**

A motion to approve the Community Health Improvement Plan was made by Bruce Bobofchak, D.D.S. and seconded by Pam Davidson; the motion for approval was unanimously adopted by a voice vote.

A motion to approve the Public Health Emergency Preparedness Plan was made by Bruce Bobofchak, D.D.S. and seconded by Pam Davidson; the motion for approval was unanimously adopted by a voice vote.

A motion to approve the State Contracts Lawsuit was made by Pam Davidson and seconded by Doug Gibb; the motion for approval was unanimously adopted by a voice vote.

### **EXECUTIVE SESSION**

At 9:37 p.m. the Board moved to executive session. Kevin Satisfsky, M.D. made a motion to go into executive session seconded by Doug Gibb; followed by a roll call vote of Doug Gibb, Du Rae Fletcher, Sr., Kevin Satisfsky, M.D., Bruce Bobofchak, D.D.S., Pam Davidson, Jackie Turner, and Carol Scotton.

At 10:00 p.m. the Board moved to return to open session. Doug Gibb made a motion to return to open session seconded by Bruce Bobofchak, D.D.S.; followed by a roll call vote of Doug Gibb, Du Rae Fletcher, Sr., Kevin Satisfsky, M.D., Bruce Bobofchak, D.D.S., Pam Davidson, Jackie Turner, and Carol Scotton.

### **ADJOURNMENT**

A motion to adjourn was made by Doug Gibb and seconded by Bruce Bobofchak; the motion was adopted unanimously by a voice vote at 10:01 p.m.

Respectfully Submitted By: Pam Reiber

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