

KNOX COUNTY BOARD OF HEALTH MINUTES OF MONTHLY MEETING

January 12, 2017

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

The Knox County Board of Health meeting was held on January 12, 2017. Carol Scotton called the meeting to order at 7:03 p.m. Present were, Doug Gibb, Kevin Satisfsky, M.D., David Amor, Kimberly DeSutter, DuRae Fletcher, Sr., and Dan Harris. Also present were Michele Gabriel, Administrator/CEO; Kathy Crafton, Director of Human Resources; Jerome Townsell, Director of Facility and Finance; Sam Jarvis, Director of Health Protection; and Maggie Acosta, Public Health Associate. Not present was: Bruce Bobofchak, D.D.S., and Samuel Fox M.D.

Guests: Media Representative and Nathan Link, Farm Bureau Representative.

ADDITIONS TO AGENDA

Additional Emergency Preparedness Dollars under Health Protection Services Report.
Accreditation Report under Administrator's Report and remove KCHD Organizational Chart Changes under New Business.

PRESIDENT'S COMMENTS – Carol Scotton

Ms. Scotton introduced the new Knox County Board Liaison, David Amor to the Board.

APPROVAL OF MINUTES

A motion to approve the December 8, 2016 Minutes was made by Kim DeSutter 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 December 2016 numbers as \$42,047.47, with tonight's numbers being \$62,037.91, a difference of \$19,990.44. Mr. Gibb went on to say the largest expenses for the month was FQHC Billing Service at \$6,713.60, Client Services at \$2,099.43, Medical Supplies at \$2,243.60, Vaccine at \$1,894.55, Dental Supplies at \$1,320.48, as well as

Travel and Training at \$1,366.49.

A motion to approve the Treasurer's Report was made by Dan Harris and seconded by Du Rae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

Mr. Townsell reported to the Board the FY2016 End of the Year Report stating we have added an additional \$380,000.00 to Reserves, due to Division Directors tightening up programs and watching expenses. Also there were some job vacancies that were not filled. No Reserve money was used or transferred to the Health Center this year and the Health Center, for the first time, finished \$30,000.00 in the black.

Administrator's Report – Michele Gabriel

Ms. Gabriel introduced Maggie Acosta, Public Health Associate to the Board. Ms. Acosta came from Maine and is replacing Duane Young the previous Public Health Associate.

Ms. Gabriel informed the Board that our Accreditation has been put on inactive status, so we can become more familiar with our information. We lost two primary people who were working with Mr. Jarvis on the process. The site visit scheduled for the February 1st and 2nd, 2017 has been postponed for two months.

Ms. Gabriel informed the Board that included in their Board packets was a copy of our 2016 accomplishments for their review. Ms. Gabriel continued saying a list of accomplishments will be added to the Annual Report along with focus on ending the FY2016 in the positive. Ms. Gabriel encouraged Board members to share any Health Department accomplishments they would like to see in the FY2016 Annual Report.

Ms. Gabriel updated the Board regarding Grant Funding saying most of the grants we receive are Federal Pass-through Funds that tend to come through more quickly than the State Funding we receive. Ms. Gabriel continued stating that the Grant cycle seems to be right on track with last year's schedule and we are still waiting on executed contracts from the State of Illinois.

Ms. Gabriel updated the Board regarding the FY18 TPS Grant, which was previously in the amount of \$50,000.00. We have recently been told that changes are being made to this program, so the grant has been defunded for one year while an assessment is done in hopes to revamp this program. The TPS Grant will be available to us in 2018 and will be a competitive grant.

Ms. Gabriel updated the Board regarding Staffing stating that Heather Kusler, Director of Family Health resigned effective December 30, 2016. Catherine Ayers, part-time Family Health RN is serving as Interim Director of Family Health until we get another Director hired. Judy Lee, Behavioral Health Counselor has also resigned to take another position, so we will be looking

for a replacement for her. Ashash Patel has been hired as a part-time Dentist, starting on January 24, 2017. He will work one day a week while he is waiting to do his Entrance Exam.

Ms. Gabriel updated the Board with the Legislative Report stating with the news around the Affordable Care Act is the focus of the FQHC's, The National Organizations, and the Illinois Primary Health Care Association, which are doing a lot of work with legislators to insure that Health Centers stay funded at the level they currently are. Letters to Senators and Representatives will be sent out over the next few weeks reminding them we have been in place for 50 years as by-partisan, known for working across the aisle and successfully as a Health Care entity. With that being said the prime focus is to keep the Health Centers operating successfully even with the anticipated changes to the Affordable Care Act.

Ms. Gabriel continued the Legislative Report by telling Board Members that several Medicaid changes have been passed including changes to Pre Exposure Prophylactic for HIV Prevention (PREP). Medicaid will now cover this, as well as being covered under our 340B Program. There was also a small revision to the Illinois County Codes, which now authorizes Health Departments, Municipal Health Departments, and other Boards of Health to contract with Public or Private Hospitals, Non-for Profits, and Public Health Services that are outside their jurisdiction.

Mr. Jarvis updated the Board regarding changes to the Lead Poison Prevention Act. These changes require owners of dwellings to notify the Health Department if they have been served with a litigation notice, also notify any future tenants. We foresee meeting with County and City of Galesburg officials both, to best decide how to implement this change.

Mr. Jarvis updated the Board regarding Senate Bill 550, which is in regards to testing water in schools and day cares and how reimbursement will take place for these tests. Schools will have to decide how they should test. Notices will need to go out to Health Departments and School Boards and if above a certain level, will need to be reported to parents.

Health Protection Services Report – Sam Jarvis

Mr. Jarvis informed the Board that Knox County has been re-awarded \$4,950.00 from the Department of Public Health through the Public Health Emergency Preparedness Grant. Originally funds were cut for this grant to fund Zika Virus efforts, so the money that was not used for Zika was re-awarded.

OLD BUSINESS – Michele Gabriel

Ms. Gabriel updated the Board regarding the Strategic Plan explaining that included in Board Member Packets was a copy of Ms. Olson's updates and goals for the Wellness Division. These goals include getting out into the community more to share in nontraditional settings. Sending

out letters and making phone calls in regards to networking with community partners and offering Wellness and Health Promotion presentations. Updating collaboration and community partner contact files. Doing consistent Social Media outlets, press releases, live radio, as well as work with local media outlets.

Ms. Gabriel recommended to the Board that in order to reach a larger portion of the public, we do a direct mailing of the Annual Report, so included in Board Member Packets is a price sheet of different options for distributing the Annual Report.

A motion to approve a direct mailing of the Annual Report was made by David Amor and seconded by Du Rae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

NEW BUSINESS – Michele Gabriel

Ms. Gabriel reported to the Board that we have been working on a Fee Schedule for the Public Health Side in anticipation of the new Electronic Health Record Software we were looking at implementing to help us bill insurance and to get paid through insurance appropriately. We want to remain accessible to individuals who have no insurance and need vaccinations, but we are also looking at whether the software will pay for itself in money we are able to bring in through billing insurance. Ms. Gabriel continued saying we are proposing adding a 10 percent markup on vaccine, so we are getting fully reimbursed from insurance, as well as billing for the office visit. As for our cash paying patients, we are proposing a pay the same day discount of 25 percent, we would also have to offer this to insurance companies.

A motion to approve a Public Health Fee Schedule was made by Doug Gibb and seconded by Kimberly DeSutter; the motion for approval was unanimously adopted by a voice vote.

EXECUTIVE SESSION

At 8:20 p.m. the Board moved to executive session. David Amor made a motion to go into executive session seconded by Du Rae Fletcher, Sr.; followed by a roll call vote of Doug Gibb, Kevin Satsky, M.D., David Amor, Kimberly DeSutter, Du Rae Fletcher, Sr., Dan Harris, and Carol Scotton.

At 8:45 p.m. the Board moved to return to open session. Kimberly DeSutter made a motion to return to open session seconded by Doug Gibb; followed by a roll call vote of Doug Gibb, Kevin Satsky, M.D., David Amor, Kimberly DeSutter, Du Rae Fletcher, Sr., Dan Harris, and Carol Scotton.

ADJOURNMENT

A motion to adjourn was made by Dan Harris, and seconded by Du Rae Fletcher, Sr.; the motion was unanimously adopted by a voice vote at 8:50 p.m.

Respectfully Submitted By: Pam Reiber

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