

MINUTES OF MONTHLY MEETING

Nov. 9, 2017

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

The Knox County Board of Health meeting was held on November 9, 2017. Carol Scotton called the meeting to order at 7:00 p.m. Present were Doug Gibb, Kevin Satsky, M.D., DuRae Fletcher, Sr., Pam Davidson, and Dan Harris. Also present were Michele Gabriel, Administrator/CEO; Kathy Crafton, Director of Human Resources. Not present: Bruce Bobofchak, D.D.S., Samuel Fox, M.D., and Elvith Santoyou-McNaught.

APPROVAL OF MINUTES

A motion to approve the October 12, 2017 Minutes was made by Dan Harris and seconded by Kevin Satsky, M.D., with Pam Davidson abstaining; the motion for approval was unanimously adopted by a voice vote.

PRESIDENT'S COMMENTS – Carol Scotton

Ms. Scotton updated the Board regarding the Election of Officers stating the Evaluation Committee has worked well together, but there are still some things that need to be finalized in regards to the Administrator's Contract renegotiation. We are hoping to bring the Contract to the Board for approval at the December 2017 meeting.

Ms. Scotton reported to the Board the new slate of officers: Carol Scotton, President; Dan Harris, Vice-President; Doug Gibb, Treasurer; and Kevin Satsky, M.D., Secretary.

A motion to approve Dan Harris as Vice-President was made by Carol Scotton and seconded by Kevin Satsky, M.D.; the motion for approval was unanimously adopted by a voice vote.

A motion to approve Carol Scotton as President was made by Dan Harris and seconded by Kevin Satsky, M.D.; the motion for approval was unanimously adopted by a voice vote.

A motion to approve Doug Gibb as Treasurer was made by Carol Scotton and seconded by Kevin Satsky, M.D.; the motion for approval was unanimously adopted by a voice vote.

A motion to approve Kevin Satsky, M.D. as Secretary was made by Carol Scotton 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 October 2017 numbers as \$55,260.16, with tonight's numbers being \$71,130.02, a difference of \$15,869.86. Mr. Gibb went on to say the largest expenses for the month was Dental Supplies at \$5,257.55, Client Services at \$2,935.16, Training/Travel at \$2,704.82, Outreach Supplies at \$1,991.44, and Floor Replacement at \$1,526.88.

A motion to approve the Treasurer's Report was made by Dan Harris and seconded by Pam Davidson; the motion for approval was unanimously adopted by a voice vote.

Ms. Gabriel reported to the Board that currently the Health Department is in the positive \$247,189.00 and should end the year in the positive, as we are not expecting any further Grant Funding for Public Health. As for the Community Health Center we are starting to see Insurance money coming in, but will need to pull down \$70,000.00 to help cover the \$80,000.00 deficit we have at this point. Ms. Gabriel continued stating Mr. Townsell is projecting Net Revenues over Expenditures at approximately \$150,000.00 and we should end the year in the positive.

Administrator's Report – Michele Gabriel

Ms. Gabriel reported to the Board that in 2010 when the Affordable Care Act was passed they proposed five years of growth to the Health Center Program. In 2015 they used Medicare money to extend the funding cliff for two years. The Federal Government has yet to pass a budget, so at this point they do not know what they are going to use to fund the 70 percent that was moved into the Health Centers. There has been some talk that they will take the funds from Public Health and move them to Health Centers through the Championing Health Kids Act. This Act has passed the House and would extend funding the Health Center for two more years, as well as the National Health Service Core, and CHIP. We will continue to operate as we have for another two years. With that being said we are not currently looking for a Tele-psych or a Chief Medical Officer until we know for sure about the funding.

Ms. Gabriel updated the Board regarding our 25 year anniversary stating a press release was sent out last week announcing our anniversary and Ms. Olson and Ms. Gabriel will be on the radio Saturday morning discussing the past 25 years and what the future holds for the Health Department. We will continue to celebrate over the next 12 months with news releases and a celebration in April during Public Health Week. Also the 2017 Annual Report will be a 25th Anniversary Edition focusing on our core services.

Ms. Gabriel updated the Board regarding Grant Funding stating we have completed all our grant applications. We have received a majority of our contracts and executed copies. We are just waiting on a few of our Health Protection Grants at this time.

Ms. Gabriel reported to the Board that President Trump recently classified the Opioid epidemic as a Public Health emergency, so we are anticipating becoming more involved over the next few months with this problem. We will be applying for grant funding in order to hire a Public Health Program Coordinator who can deal with Mental Health and Substance Abuse issues. Recently the State of Illinois has created an Opioid Action Plan.

OLD BUSINESS – Michele Gabriel

Ms. Gabriel informed Board Members that a sample of Division Goals from the Health Protection Department is included in their packets. We will be focusing on more Performance Management over the next few years.

NEW BUSINESS – Michele Gabriel

A motion to approve the 2018 Board of Health Meeting Schedule was made by Doug Gibb and seconded by Pam Davidson; the motion for approval was unanimously adopted by a voice vote.

Ms. Gabriel updated the Board regarding the FY17 Annual Report stating it will be created in the same format as the previous year, but will be slightly larger since we will be adding extra information in celebration of our 25 Year Anniversary. The cost of this Annual Report will be slightly higher due to the extra pages.

A motion to approve the FY17 Annual Report Format was made by Doug Gibb and seconded by DuRae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

Ms. Gabriel reported to the Board the Community Health Center Budget Progress Report is due on December 15, 2017 and we will need to take action on this at the December Board of Health Meeting.

COUNTY BOARD LIAISON

Ms. Davidson updated the Board stating the County Budget can be seen online or at the office of Scott Erickson and will be voted on at the November County Board Meeting. There will be an increase of four cents to tax payers due to the 708 Board. In closing Ms. Davidson thanked the Health Department for access to the Board Room for Time Clock Training.

EXECUTIVE SESSION

At 8:05 p.m. the Board moved to executive session. Doug Gibb made a motion to go into executive session seconded by Dan Harris.; followed by a roll call vote of Doug Gibb, Kevin Satsky, M.D., Du Rae Fletcher, Sr., Pam Davidson, and Dan Harris.

At 8:42 p.m. the Board moved to return to open session. Doug Gibb made a motion to return to open session seconded by Dan Harris.; followed by a roll call vote of Doug Gibb, Kevin Satsky, M.D., Du Rae Fletcher, Sr., Pam Davidson, and Dan Harris.

ADJOURNMENT

A motion to adjourn was made by Doug Gibb and seconded by Dan Harris; the motion was adopted unanimously by a voice vote at 8:42 p.m.

Respectfully Submitted By: Pam Reiber

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