

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

**April 12, 2018**

**Knox County Health Department**

**1361 W. Fremont St.**

**Galesburg, IL 61401**

The Knox County Board of Health meeting was held on April 12, 2018. Carol Scotton called the meeting to order at 7:03 p.m. Present were Doug Gibb, Kevin Satisfy, M. D., Dan Harris, DuRae Fletcher, Sr., Elvith Santoyou-McNaught, and David Amor. 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 Catherine Ayres, Director of Family Health. Not present: Samuel Fox, M.D. and Bruce Bobofchak, D.D.S.

Guest: Farm Bureau Representative Lori Engle.

## **ADDITIONS TO AGENDA**

Remove Item D, 1<sup>st</sup> Quarter KCHC Financials, from Public Health Administrator's Report.

## **PRESIDENT'S BUSINESS – Carol Scotton**

Ms. Scotton expressed to the Board her appreciation for the work the Health Department Staff did in preparation of the 25<sup>th</sup> Anniversary Open House and Health Fair that was held here on Friday April 6, 2018.

## **BUSINESS MEETING**

### **Approval of Minutes**

A motion to approve the March 8, 2018 Minutes was made by David Amor and seconded by Elvith Santoyo-McNaught; the motion for approval was unanimously adopted by a voice vote.

### **Treasurer's Report - Doug Gibb**

Mr. Gibb reported to the Board the April 2018 numbers at \$70,208.12, with tonight's numbers being \$92,657.56, a difference of \$22,449.44. Mr. Gibb went on to say the largest expenses for the month were the Annual Report at \$13,804.52, Advertising/Marketing at \$3,046.80,

Travel/Training at \$2,656.91, IT Services at \$2,000.00, and Supplies at \$978.68.

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

Ms. Gabriel updated the Board regarding the Financials stating that through March 2018 we were in the black overall for the current period, which shrank our current year deficit. Mr. Townsell added that we received WIC and FCM money, which really brought us up. We are at where we usually are for this time of the year. We are usually in the red until we get that first distribution of Property Taxes.

### **PUBLIC HEALTH ADMINISTRATOR'S REPORT – Michele Gabriel**

Ms. Gabriel discussed with the Board the changes to the Local Health Department Certification Rules that IDPH is wanting to make, stating she believes it is to get rid of IPLAN. Local Health Departments are split down the middle on this topic. Ms. Gabriel stated she opposes the elimination of IPLAN, because this is part of what Public Health does. Another concern of Health Departments is if IPLAN is eliminated it will weaken Public Health. If all counties are not required to do it the same way it takes away from the credibility of a Local Health Department to make the argument to its Board and to its County Board due to the time and expensive involved. They are also proposing to not approve the Executive Officer any longer, so this would remove the requirement to file this persons qualifications with IDPH and instead fall on the Local Health Department's Board. In closing Ms. Gabriel welcomed Board Members to leave feedback and if there is no Board opposition a comment in disagreement will be filed.

Ms. Gabriel updated the Board regarding the PHAB Accreditation Action Plan stating we received notification the day after the March 8, 2018 Board Meeting that our Accreditation Corrective Action Plan was approved by PHAB. This plan was created to meet our Accreditation requirements. We have one year to go through this process. In closing Ms. Gabriel said included in Board Packets are two articles regarding the improvements Health Departments have seen after going through the Accreditation process.

Ms. Gabriel informed the Board of the upcoming Public Health Conference 3.0. This is a conference put on by the Association of Public Health Administrators, as well as the Department of Public Health Association. They will be bringing more topics to this year's conference that are related to Public Health overall nationally, with the primary focus on the Public Health 3.0 Model. The 3.0 Model has to do with what the role of a Chief Health Strategist is and also defines what that role would be in the community. The conference will be held in Springfield, IL on May 2 and 3, 2018. The first day is primarily for Administrators while the second day encourages participation from our partners and Board Members, as well Administrators.

## **DIVISION DIRECTOR REPORTS**

### **Family Health Report – Catherine Ayres**

Ms. Ayres updated the Board regarding the WIC approved Farmers Market that we had here last summer in an effort to increase the use of WIC Vouchers. We recently received a report stating we did increase voucher usage to 53 percent. The State voucher usage is at 44 percent. Our increase is higher than it has been the last five years. The number of WIC vouchers printed had also increased along with usage. We are planning to get the five WIC approved Farmers Market vendors back again this summer.

### **Wellness and Health Promotion Report - Erin Olson**

Ms. Olson reported to the Board that the 25<sup>th</sup> Anniversary Celebration and the Health Fair on April 6, 2018 went well. The Health Fair was well attended and vendors who set-up for it were happy with the turnout. Representative Swanson and a member of his office toured the Health Department during the Health Fair. We were on the Radio during Public Health Week, April 2-6, 2018 discussing the history of the Health Department over the last 25 years. Tom Lowey of the Register Mail had an editorial in the newspaper a couple of weeks ago that also touched on our history over the 25 years. The FY17 Annual Report was mailed out on April 6, 2018 and Josh Gibb was on the Radio April 9, 2018 discussing the 25 year Anniversary of the Health Department. In closing Ms. Olson expressed her appreciation for Hy-Vee cooking and serving food during the Health Fair.

Ms. Olson reported to the Board that the County Health Rankings are out again with Knox County ranked 86 out of 102 counties in the State. These rankings are put out every year by the University of Wisconsin and the Robert Wood Johnson Foundation and is used to compare counties within States. There is good information included in the findings that show us we need to look continually at health factors and outcomes in order for us to thrive as a community, also implement our IPLAN whenever we can to contribute to the wellbeing of our community. Ms. Olson also noted the County Health Rankings showed an increase in the number of Knox County residents that are now insured.

### **Health Protection Service Report - Sam Jarvis**

Mr. Jarvis informed the Board of the Synthetic Cannabinoids outbreak in Illinois that has been ongoing since March 7, 2018. To date IDPH has reported 122 cases with 3 deaths caused by Synthetic Cannabinoids that has been laced with rat poison. The rat poison causes severe issues with bleeding. We have notified the school counselors/nurses, first responders, and emergency departments throughout our community, there has been some correspondence with the media, as well regarding this outbreak. Ms. Olson also noted Bridgeway will be hosting

a Town Hall Meeting on May 10, 2018 with the topics being Opioids and Cannabinoids. Ms. Olson will be in attendance that night representing the Health Department with regard to our Prescription Drug Take Back Program.

## **WORK SESSION**

Ms. Gabriel informed the Board that she has been working with Mr. Jarvis and Ms. Willet, both of whom are in the Environmental Health Department to hire a Licensed Environmental Health Practitioner, (LEHP). After roughly nine months we finally hired Alex McKillip on March 12, 2018. Mr. McKillip is not currently a LEHP, but we are encouraging him to do so. Since it takes at least two years to be fully trained for that license and with the resignation of Mr. Jarvis sometime during summer 2018, as well as the resignation of Henry Onyia, Environmental Health Specialist effective on April 13, 2018, we would like the Board to consider hiring two LEHP's. That way Ms. Willet can have both Environmental Health Specialists trained before she retires sometime in 2020. Ms. Gabriel went on to say this still leaves a replacement for Mr. Jarvis, so she wanted Board feedback on whether to hire someone with the same credentials as Mr. Jarvis or to hire an individual who has some administrative experience who is capable of stepping into some of her duties and therefore freeing her up to be in the community more, as well as more involved in the legislative process. Ms. Gabriel continued by stating she would like to move forward with the hiring as soon as possible and proposed a Budget Adjustment for next month or possibly taking from Reserve in order to hire three individuals for the Environmental Health Department.

After some Board Discussion it was decided that cost projections for replacing Mr. Jarvis with an individual who has Public Health Administrative experience versus someone who has similar qualifications to Mr. Jarvis was requested by the Board, as well as cost projections for hiring two Environmental Health Specialist.

## **COUNTY BOARD LIAISON**

Mr. Amor reported to the Board that the Knox County Board approved at their March 2018 meeting, the company that has been reviewing the Billing System at the Knox County Nursing Home. Additionally a proposal to review the Business Operations at the Nursing Home was approved. A report of the findings at the Nursing home have been presented to the County Board, so that will now be forwarded to the Nursing Home Committee for review. A company that is wanting to develop two solar farms in Knox County appeared before the Zoning Appeals Board last month and Zoning voted unanimously to certify that all requirements have been meant by this company, so the next step will be to meet with the County Board Committee who oversees the Assessor and the Zoning Board before presenting their proposal to the Knox County Board for full approval. In closing Mr. Amor stated that a new WIFI system has been

approved by the Knox County Board for the Knox County Nursing Home, as the other was outdated.

## **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 8:40 p.m.

Respectfully Submitted By: Pam Reiber  
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