

KNOX COUNTY BOARD OF HEALTH MINUTES OF MONTHLY MEETING

February 14, 2019

Knox County Health Department

1361 W. Fremont St.

Galesburg, IL 61401

The Knox County Board of Health meeting was held on February 14, 2019. Dan Harris called the meeting to order at 7:05 PM. Present were Dan Harris, Kevin Satsky, M.D., Robert Bondi, DuRae Fletcher, Sr., and Carol Scotton. Also present were Michele Gabriel, Administrator/CEO, Amy Anderson, C.O.O., Wil Hayes, Assistant Administrator, Jerome Townsell, Director of Facility & Finance, Erin Olson, Director of Wellness & Health Promotion, and Morgan Lantvit, Administrative Clerk. Not present: Doug Gibb, Elvith Santoyo-McNaught, Bruce J. Bobofchak, D.D.S., and Samuel D. Fox, M.D.

Guest: Jeff Gardy, Knox County Farm Bureau

ADDITIONS TO AGENDA

Ms. Gabriel informed the Board of some Additions to the Agenda. First being under the Public Health Administrator's Report, will be a format change to our Memorandum of Understandings and finalized information about our 2018 Performance Incentive Program Final Payments. Then under Performance Management will be a review of the Employee Survey results. Then with the last addition of an Executive Session.

PRESIDENT'S BUSINESS – Dan Harris

BUSINESS MEETING

Approval of Minutes

A motion to approve the January 10 Meeting Minutes was made by Robert Bondi and seconded by Carol Scotton; the motion for approval was unanimously adopted by a voice vote.

Treasurer's Report – Jerome Townsell

Mr. Townsell informed the Board of the February 2019 Bills. The numbers originally at \$154,808.58, with tonight's numbers being \$165,504.11, a difference of \$10,695.53. Mr. Townsell went on to say the largest expenses being Training/Travel at \$6,012.64, Advertising

\$1,830.21, Client Services \$1,624.68, Snow Removal \$502.00, Supplies \$451.51, Equipment Repairs \$164.48, Interpreter Services \$58,01, Software/Hosting Fees \$50.00, and Background Checks \$2.00. A motion to approve the February 2019 Bills was made by Robert Bondi and seconded by DuRae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

Mr. Townsell informed the Board of the Financial Statements for the period ending January 31, 2019. Just like last month, we usually start of the year in the red (negative), until we get our first distribution of property taxes that will usually bring us close to even. Everything is looking normal.

Ms. Gabriel and Mr. Townsell informed the Board of the FY18 Year-End Financial Report. Currently, we are unable to do a complete Year-End Financial Report as some things are still outstanding. Unfortunately, we just received contracts that should have started in the summer of 2018, so now we must go back and bill the state those months of the expenses.

PUBLIC HEALTH ADMINISTRATOR'S REPORT – Michele Gabriel

Ms. Gabriel informed the Board of the Legislative Update. First being, the Legislative Priorities for 2019 for the Illinois Association Public Health Administrators. Second, there was a director appointed to the Illinois Department of Public Health, Dr. Mendoza Aziki. She is a Board-Certified Internist and Pediatrician from Cook County. Next, there is a bill out there to increase the local Health Protection Grant Funding across the State from \$1.44 per capita to a \$1.88. Next, Federal Budget wise, there are no concerns at the moment. Lastly, the increase in Minimum Wage to \$15 by 2025. A lot of Health Departments are against this as it will be very detrimentally to the smaller Health Departments. Health Departments currently do not have minimum wage staff, but the salary schedule will be acclimated to keep staff.

Ms. Gabriel next informed the Board of the 2019 Division Goals. All the Departments in the Health Department have goals they want to pursue this year like, supporting staff, workforce development, increase access to services, educating our community, etc. This will be fit into the Strategic Plan with quarterly updates and data.

Ms. Gabriel informed the Board of the 2018 Provider Incentive Program Payout. It was very positive this past year. Due to the decrease in Dental, there is a quality improvement plan in place to help bring in more patients. Medical had the largest increases, but not the largest increase in revenue due to the sliding fee scale.

Ms. Gabriel lastly informed the Board of the Memorandum of Understanding. It is an agreement with providers that we contract that are held to the same credentialing and responsibility level as our own providers. It is to also help keep all providers on the same page to also know what is truly expected of them.

DIVISION DIRECTOR REPORTS

CHC Chief Operating Officer Report – Amy Anderson

Ms. Anderson educated the Board of the Dental Program Changes. The Health Center Dental staff will now be working five days a week instead of four. Therefore, they will be able to see more patients and be able to spend more time and care with each patient they see. Adding an extra day will also reduce appointment wait time. Nitrous gas is being reintroduced to the Health Center to help patients with anxiety or bad nerves be able to relax. There is also the plan to keep up with reminder calls to decrease dental no show rates.

POPULATION HEALTH MANAGEMENT REPORTS

Ms. Gabriel provided the Board with the position paper, “Protecting Public Health and Promoting Equity in Adult-Use Marijuana Legalization in Illinois”. She noted that the intent of this paper is not about whether the state of Illinois will legalize marijuana or not, this is about what should be done if it ever becomes legal in the future. The Board agreed to support the paper.

PERFORMANCE MANAGEMENT REPORTS

Mr. Hayes informed the Board of the Employee Survey Results. The results were very positive and informative. The takeaways from this survey were to improve communication between management and employees, approachability of management, seeking employee input, and job duties lining up with job descriptions. The positive feedback people said were it was an enjoyable place to work, employees care about their job and do a quality job, and nice coworkers to work alongside. With these results, the Health Department plans on implementing changes and providing Boards with those positive changes.

OLD BUSINESS

Ms. Olson informed the Board of the FY18 KCHD Annual Report. There are still minor changes to be done with some formatting to make constant throughout the Report and some changes to some numbers. A motion to approve the FY18 KCHD Annual Report, and forward it to the Knox County Board for their approval was made by Robert Bondi and seconded by Carol Scotton; the motion for approval was unanimously adopted by a voice vote.

NEW BUSINESS

Mr. Hayes educated the Board of the Temporary Food Permit Rules. A couple changes to the language and the use of chaffing dishes. These rules are what the establishments that have a Temporary Food Permit will need to follow. These are different from the internal procedures if one of the rules are violated. A motion to approve the Temporary Food Permit Rules was made by Robert Bondi and seconded by DuRae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

Ms. Gabriel then informed the Board of the Revised CHC Sliding Fee Scale. A motion to approve the Revised CHC Sliding Fee Scaled was made by Robert Bondi and seconded by Carol Scotton; the motion for approval was unanimously adopted by a voice vote.

COUNTY BOARD LIAISON

EXECUTIVE SESSION

At 8:30 PM an Executive Session to discuss a Personal Item was called by Robert Bondi and seconded by Carol Scotton; with a roll call vote of Dan Harris- yes, Kevin Satisfsky, M.D.- yes, Robert Bondi- yes, DuRae Fletcher, Sr.- yes, and Carol Scotton- yes.

At 8:55 PM Dan Harris made a motion to return to Open Session seconded by Robert Bondi and followed a roll call vote of Dan Harris- yes, Kevin Satisfsky, M.D.- yes, Robert Bondi- yes, DuRae Fletcher, Sr.- yes, and Carol Scotton- yes.

ADJOURNMENT

A motion to adjourn was made by Robert Bondi and seconded by Carol Scotton; the motion was adopted by a voice vote at 9:00 PM.

Respectfully Submitted By: Morgan Lantvit
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