

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

October 8, 2020 via Teleconference

Knox County Health Department

1361 W. Fremont St.

Galesburg, IL 61401

The Knox County Board of Health meeting was held via Teleconference on October 8, 2020. President Dan Harris called the meeting to order at 6:45 PM. Present were Dan Harris, Doug Gibb, DuRae Fletcher, Sr, Robert Bondi, Clifford Martin, MD, Bruce Bobofchak DDS, Stephanie Grimes, and Kevin Satsky, MD. Also present were Michele Gabriel, Public Health Administrator; Jerome Townsell, Director of Finance and Facilities Management; Wil Hayes, Assistant Public Health Administrator; and Tina Jockisch, Administrative Clerk. Absent Elvith Santoyo- McNaught.

ADDITIONS TO AGENDA

There was one correction under Business Meeting d., should be FY20 Revised Budget Approval. The first items added to agenda under Public Health Administrator Report was COVID Related Funding, COVID Rules Enforcement, Health works, and Unified Command Update. The final items to add to the agenda under Division Directors Report is State Testing, Cold Weather Testing, and KCHD Testing. A motion to approve the agenda as modified was made by Robert Bondi and seconded by Doug Gibb. The motion was adopted unanimously.

PUBLIC COMMENT

No public present.

PRESIDENT'S BUSINESS

In the first item under President Business, Dan Harris introduced Stephanie Grimes the New Board of Health Member, stating the Board is glad to have you and asked Stephanie to say a few words to introduce herself. Stephanie stated she is a lifelong Galesburg resident, and the community means a lot to her, she thanked everyone for the opportunity to be a member of the Board. All Board members welcomed Stephanie.

In the next item under President Business, Dan Harris, Accept Resignation of Dr. Cliff Martin from Board of Health. Dr. Martin stated he really enjoyed his time on the Board, but with COVID and all the dynamics, he and his wife decided to move west to be closer to their family so they can help them. A motion to accept resignation of Dr. Cliff Martin from Board of Health was made by Dan Harris and seconded by Robert Bondi. The motion was adopted unanimously. All Board members thanked Dr. Martin for his service and wished him luck.

In the final item under President Business, Dan Harris, Actions to replace Dr. Cliff Martin on Board of Health. Michele stated the Board of Health generally has two Doctors and one Dentist on the Board at all times, so she was going to reach out to both Hospital Groups and ask for their recommendations and see if they have any individuals for the Board to interview.

BUSINESS MEETING

Approval of Minutes

A motion to approve the minutes of the September 10, 2020 meeting as circulated was made by Robert Bondi and seconded by Bruce Bobofchak. The motion was adopted unanimously.

Treasurer's Report

In the first action item under the Treasurer's Report, Jerome Townsell reported on revised expenses for the month of October 2020 totaling \$329,507.08. He went on to note that additional expenses since the mailing of the agenda included: EHR Software \$12,080.86, Phone System Setup \$4,060.00, Phone Services \$3,988.77, Client Services \$3,654.85, Supplies \$2,003.16, Engineer Services \$1,500.00, Building Repairs \$679.02, Mileage \$95.05, IT Services \$90.00 and Shipping Fee \$7.50 totaling \$28,159.21. A motion was made by Kevin Satsky to approve payment of the October 2020 bills; the motion was seconded by Bruce Bobofchak. The motion was adopted unanimously.

In the next item under the Business Meeting, Jerome Townsell, presented the Financial Statements for the period ending September 30, 2020, there were no questions at that time.

In the next item under the Business Meeting, Jerome Townsell, presented the FY20 Revised Budget Approval for Knox County Health Department, A motion was made by Bruce Bobofchak to approve the FY20 Revised Budget Approval for Knox County Health Department, the motion was seconded by Dan Harris. The motion was adopted unanimously.

In the final item under the Business Meeting, Jerome Townsell, presented the FY20 Revised Budget Approval for Knox County Health Center, A motion was made by DuRae Fletcher, Sr to approve the FY20 Revised Budget Approval for Knox County Health Center, the motion was seconded by Robert Bondi. The motion was adopted unanimously.

PUBLIC HEALTH ADMINISTRATOR'S REPORT

In the first item on the agenda under the Administrator's Report, Michele Gabriel updated the Board on COVID-19 Activities, stating the Health Department continues to test as a FQHC (Federally Qualified Health Center) three days a week, we continue to operate mainly outside. Wil Hayes stated we worked with IDPH to get them to come to Knox County to do additional testing for COVID-19, the first weekend will be October 17-18 from 9am-5pm at the Knox County Fair Grounds, testing is open to everyone. Wil continued stating we are looking at a second date October 31-November 1, but the location is to be determined. You do not have to be a Knox County resident or have insurance, they ask if you have insurance to bring it with you, they take the insurance information and bill it, if insurance does not pay it gets billed to cares money grant. Wil stated we are working to get a mobile office onsite for this winter to provide some testing facilities for staff so they have somewhere warm to go in-between testing, we do need to keep testing outside the building to keep our testing numbers up.

In the next item on the agenda under the Administrator's Report, Michele Gabriel reported to Board on CHC Budget Progress Report (BPR), stating the CHC BPR is due December 11, 2020, this is the non-competitive report that we do for the Health Center once a year that includes a budget for the Health Center, this will be presented to both Boards for approval either November or December.

In the next item on the agenda under the Administrator's Report, Michele Gabriel updated the Board on Special Project Status, stating the parking lot is finished, they have done a lot of digging for the drainage, we had a gas line cut and we had to evacuate the building, the parking lot is pretty much done for the year. Michele continued stating we have gone out for bid for signage to put the LED sign in the front of the building so we can put more information out there to release information to the public as well as on the fascia of the building, so we will have something for the Health Center and we are continuing to work on other projects in the building as well, we will be going out for bids next month on securing the rear entrances.

In the next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on 340b Program, stating 340b program is the prescription drug program in the Health Center, it is a program that allows us to provide prescription drugs for a greatly reduced cost to our patients. So how the program works, it is administered as part of the Health Center plan or part of the Public Health Service Act, it requires the pharmaceutical companies to provide covered entities prescription drugs at 340b prices, in exchange for that they can participate in the Medicaid program and receive reimbursement through Medicaid. CHC makes a profit off this, when claims are filed the insurance companies reimburse at the regular rate, they do for drugs, so we get that overage, and we reinvest it in the program. We have what they consider a contract pharmacy relationship with Walgreens, they act as a third-party administrator, so they help with a lot of the administrative work because it is intensive. So, our patient may go into the pharmacy and it is seamless to them, we have a sliding fee scale so if they are a plan A patient they pay zero dollars for their prescription and we reimburse Walgreens the 340b cost of the drug which maybe one, two or three dollars. Most of the drugs are greatly reduced, then there is a twenty-five-dollar administrative fee and two-dollar dispensing fee. Our revenue is whatever the insurance company reimburse Walgreens for that drug minus what we pay Walgreens, and we can do that for every insurance provider except straight Medicaid. They monitor these programs for diversion and duplicate discounts, diversion means we can only use the program for our patients. Medicaid MCO's, most of our revenue come from these, they are not considered straight Medicaid; however, unlike some states Illinois has not clearly stated whether they will include them as Medicaid or insurance. The larger threat to the program in September and October, the larger pharmaceutical companies are refusing to sell 340b drugs to contract pharmacy arrangements such as ours unless the FQHC do certain things. Eli Lilly, Astro Zeneca, Sanofi, Novartis, and Merck are threatening to stop shipping 340b drugs to contract pharmacies unless the CHC's sign an agreement with them to share all of our claims data with them and make our records accessible to our records so they can audit them, and a laundry list of things. HRSA's legal counsel, Feldmans Tucker Leifer and Fidell LLP, that provides guidance not legal advice, their stance on this as a Health Center we should not do anything, we should sit and wait to see what happens because HRSA hasn't moved on this with the pharmaceutical companies to go one way or another. Michele closed stating that the Department would continue to monitor what is happening at the federal level with the program, as well as what the costs related to the Health Department are so that decisions may be made about the program if the need arises.

In the next item on the agenda under the Administrator's Report, Michele Gabriel presented to Board the FTCA Application Approval, stating our Tort Claims Act application did get approved for the year, this is an application that we do every year where we submit risk management and quality management materials to HRSA to prove we take actions to avoid any lawsuits or actions against the Health Center or any of our Providers, so we have Federal Tort protection provided to us by the Federal Government for 2021.

In the next item on the agenda under the Administrator's Report, Michele Gabriel presented a sheet to Board on COVID Related Funding, stating we try to spend the funds in FY20, but some funds will be be carried over into FY21. Michele also stated the Primary Health Care Association that represents Community Health Centers is working on getting the State or Federal Government to allow us to use some of the Cares money out there as a replacement for lost revenue. There is a lot of funding being pushed out but there is no money available to replace lost revenue.

In the next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on COVID Rules Enforcement, stating we have received thirteen complaints on non-masking, we determined to follow up complaints first with educational call before we took any action at all. All the phone calls have been overwhelming positively received and we have not received any considerable push back for the most part, our businesses are trying to do the best they can, they are receiving our education and our help with as much enthusiasm as they can.

In the next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on Healthworks, stating this is a program where we work with the foster program to do case management and follow up on the foster kids, it was previously administered under HHS and IDPH before, but now with the implementation of the Managed Care Organizations the State determined it should be administered through a Managed Care Organization. So we will be contracting with Managed Care noting that it is not a comparable rate; however, we will complete the program for a year, track what our actual time commitment is to the program and then renegotiate rates one year from now. Michele continued stating we are going to move forward with that, it is a good program and important to do.

In the final item added to the agenda under the Administrator's Report, Michele Gabriel updated the Board on Unified Command, stating the Unified Command met today, they had set bench marks for things that would trigger the Counties Unified Command to meet and one was should the County turn a warning level of orange then they would meet, unfortunately the County will turn orange tomorrow, they don't release it publicly until tomorrow. Michele continued stating we hit a second trigger which moved us to have an orange warning level, and the second trigger level was a positivity rate of 9%, so Unified Command met to talk about mitigate strategies and what we could do in the community to reduce the burden of the virus.

DIVISION DIRECTOR REPORTS

In the first item on the agenda under Division Director Reports, Wil Hayes, Assistant Public Health Administrator; updated the Board on Contact Tracing Division, stating we have six full-time Contact Tracers, noting they made some budget adjustments to this grant to make all part time positions to be full time, so we are looking to hire three more full-time Contact Tracers and one Administrative Clerk to help with this program. In this grant we have money to ramp up testing, so if these individuals have any down time, they will be used to help us with supportive staff when we do offsite testing or testing through Health Department side.

In the next item on the agenda under Division Director Reports, Wil Hayes, Assistant Public Health Administrator; updated the Board on WIC Disaster Declaration, stating they made it more permanent rather than month to month, they put out a proclamation for WIC and Family Case Management that you could continue to do curbside and non in person WIC and Family Case Management activities until 30 days after the Governor declares there is no longer a Public Health Emergency.

POPULATION HEALTH MANAGEMENT REPORTS

The only item on the agenda under Population Health Management Reports. Michele Gabriel, Public Health Administrator updated the Board on COVID-19 Mass Vaccination, stating they had another informational call today, the state is beginning to gather information about the community, mainly who our vaccinators will be, what their capacities are, how many staff they have, we are supposed to get the information back to the State next week, we will be reaching out to community partners to gather that information. The state is trying to determine how vaccine will be distributed through the community as it is received, they will receive it at the state level and divide it throughout the state excluding Cook County, then they will distribute throughout the community. They are looking at us receiving and distributing it within 24 to 48 hours. The providers must be registered in ICARE; they will use that for reporting. When tracking and coordinating other things, they have a few interfaces they are looking at as a point of entry to track whom and what we are giving. They are also looking for another EHR where we would enter the actual patient side, lot number, date, and what type of vaccine they are getting. This will be a multi dose series, the second dose will need to be the same brand, but not the same lot.

PERFORMANCE MANAGEMENT REPORTS

The only item on the agenda under Performance Management Reports, Wil Hayes, Assistant Public Health Administrator; presented to Board the COVID-19 Activities Data Report for September 2020, reporting Call center received 16 phone calls, Contact Tracing Made 1997 calls, Health Center performed 1137 tests, 247 positives cases, 2 positives lost to follow up, 649 contacts, 48 contacts lost to follow up, 370.5 total positive hours, 973.5 total contact hours, average 3 contacts per positive case, 14 press releases, 74 social media activities, 680 recovered cases, 48 home recovering, 9 hospitalized, and three deaths.

WORK SESSION

There were no items on the agenda under Work Session.

OLD BUSINESS

There were no items on the agenda under Old Business.

NEW BUSINESS

There were no items on the agenda under New Business.

UPCOMING BUSINESS

President Dan Harris reviewed Upcoming Business; including, the Knox County Board Finance Committee meeting on October 21, 2020 beginning at 6:30 p.m. via teleconference, the Knox County Board meeting on October 28 2020 at 6:00 p.m. via teleconference, and the next Board of Health Meeting on November 12, 2020 beginning at 6:30 p.m. via teleconference.

COUNTY BOARD LIAISON

Robert Bondi, Knox County Board Liaison to Board of Health, Robert stated the County Board is working diligently to bring the budget together so it can be put on display in November, concerned with COVID and reduced income coming our way, they are close to a balanced budget and they appreciate all the efforts the Health Department has done to get their budget together. Robert continued stating Michele has done a terrific job, the County Board's support for her has been great.

BOARD MEMBER COMMENTS

Dan Harris and all Board members thanked Michele and her team for all the hard work and extra hours they have been doing, the Board also welcomed Stephanie Grimes and thanked Dr. Cliff Martin for his service. Dr. Martin thanked everyone for welcoming him while he was on the Board and wished everyone on the Board and all Knox County well.

EXECUTIVE SESSION

A motion was made by Robert Bondi to go into Executive Session at 8:05pm and seconded by Doug Gibb. Roll Call to go into Executive Session was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes; Cliff Martin-yes; and absent Elvith Santoyo-McNaught.

RETURN TO OPEN SESSION

After discussion of items XVI a and b, a motion was made by Robert Bondi to return to Open Session at 8:40pm and seconded by Bruce Bobofchak. Roll Call vote to return to Open Session was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes; Cliff Martin-yes; and absent Elvith Santoyo-McNaught. The motion was adopted unanimously.

Upon returning to Open Session a motion was made by Robert Bondi to approve New Public Health Administrator Salary and was seconded by DuRae Fletcher, Sr. The motion passed unanimously.

Upon returning to Open Session a motion was made by Robert Bondi to table New Public Health Administrator Contract, pending legal review and was seconded by Stephanie Grimes. The motion passed unanimously.

ADJOURNMENT

Upon returning to Open Session a motion was made by Doug Gibb to adjourn the October 8, 2020 Board of Health meeting; the motion was seconded by Robert Bondi. The motion was adopted unanimously. The meeting adjourned at 8:45 p.m.