



Peoria County Board of Health Administration & Governance Committee Meeting

DATE: July 21, 2014

MEMBERS PRESENT: Sharon Williams
Dr. Wortham
Dr. Trachtenbarg

MEMBERS ABSENT: Dr. Roehm

STAFF PRESENT: Greg Chance, Public Health Administrator
Gene Huber, Director of Financial Services
Emily Connors, Human Resources Coordinator

Summary of Action Items:

- Approved meeting minutes of May 19, 2014.
- Approval of Proposed FY15 Budget was deferred.
- Administration will draft a recommendation regarding changes to the Board of Health Bylaws.
- Approved renewal of the Contract for Services with the Marshall County Board of Health.
- Approved Executive Session Minutes of May 12, 2014; April 21, 2014; and January 28, 2014 remain confidential and that all previously held minutes also remain confidential.

Follow-up Issues for Next Meeting:

None

Meeting Minutes

Meeting was called to order at 5:07 pm by Dr. Trachtenbarg.

There were no public comments.

A motion to approve the May 19, 2014 meeting minutes was made by Ms. Williams. Motion was seconded by Dr. Wortham. Motion carried (3, 0).

In the next item of business, Mr. Chance stated that that draft FY15 budget reflects a projected deficit of \$581,000.00. There was discussion regarding the potential for an increased cost for Peoria County IT services from \$200,000.00 to \$395,000.00 annually. Mr. Chance stated that County Administration is also considering asking the Board of Health to increase the Health Department's levy with the generated additional dollars going to the Community Crisis Center. State statutes allow for the public health levy to support mental health services in a community. A motion was made by Dr. Wortham to defer action on the draft FY15 budget recommendation until the August Board of Health meeting due to the unknowns of IT costs as well as the levy question. Motion was seconded by Ms. Williams. Motion carried (2, 1).

In the next item of business, Mr. Chance stated that the Bylaws were included in the agenda packet for the Committee's review. Currently, the Bylaws do not include specific guidelines regarding public comment, including length of comments. The Bylaws are also silent regarding

attendance via electronic means. Ms. Williams suggested that Mr. Chance contact the State's Attorney's Office regarding a recommendation on these issues. A motion was made by Ms. Williams for Administration to draft a recommendation to be taken to the Board at its August meeting. Motion was seconded by Dr. Wortham. Motion carried (3, 0).

In the next item of business, Mr. Chance reviewed the three year Contract for Services with the Marshall County Board of Health, which expires December 31, 2014. He stated that there have been no significant changes and the Marshall County Board of Health has been supportive of renewing the contract. A motion was made by Dr. Wortham to approve the renewal of the Contract for Services with the Marshall County Board of Health. Motion was seconded by Ms. Williams. Motion carried (3, 0).

In the next item of business, Ms. Huber stated that the FY13 County Audit is complete and there were no findings or corrective actions for the Health Department.

In the next item of business, Ms. Connors reviewed the results from personnel exit interviews completed during January 2013 thru April 2014. In response to a question regarding Health Department salaries being competitive, Ms. Connors stated that the Department's salaries have been reviewed and are competitive with other public health agencies; however, the Department is not competitive with the private sector. Mr. Chance stated that the benefits offered by the Department are better than those in the private sector.

In the next item of business, Mr. Chance reminded the Committee of the Accreditation Site Visit scheduled for September 4 and 5, 2014. The site visit team would like to meet with members of the Board of Health at 11:30 am on September 4th for a working lunch. The Site Visit Team will be discussing the Board's viewpoints regarding the purpose of becoming accredited as well as the benefits of accreditation.

Mr. Chance announced that Melissa Adamson will start on August 25, 2014 as the Assistant Administrator/Director of Community Health Policy and Planning.

In the next item of business, a motion was made by Dr. Wortham for the Executive Session Minutes of May 12, 2014; April 21, 2014; and January 28, 2014 remain confidential and that all previously held minutes also remain confidential. Motion was seconded by Ms. Williams. Motion carried (3, 0).

Being no further business, the meeting adjourned at 5:45 pm.