



Peoria County Board of Health Minutes of October 20, 2014 Meeting

MEMBERS PRESENT: Dr. Trachtenbarg Dr. Wortham
Ms. Simpson Rev. Duren
Ms. Sullivan Ms. Harant
Mr. Baker Dr. Na'Allah
Ms. Groves-Allison

MEMBERS ABSENT: Ms. Williams Dr. Roehm
Dr. Hippler

STAFF PRESENT: Greg Chance, Public Health Administrator
Kristin Grubb, Administrative Assistant
Melissa Hall Adamson, Director of Community Health Policy &
Planning/Assistant Administrator
Wil Hayes, Director of Environmental Health
Monica Hendrickson, Epidemiologist
Gene Huber, Director of Financial Services
Diana Scott, Public Information Officer/Community Outreach
Curt Fenton, Director of Child & Family Health
Meredith Littell, Assistant Director of Infectious Disease
Carey Panier, Assistant Director of Environmental Health

OTHERS PRESENT: Brad Cantrell
Susan Ramiro

Item 1 - Call to Order

Meeting was called to order at 6:00 pm by Dr. Trachtenbarg.

Item 2 - Pledge of Allegiance

Item 3 - Comments from the Public

There were no public comments.

Item 4 - President's Comments

There were no President's comments.

Item 5 - Consent Agenda Items

A motion was made by Ms. Simpson to approve the consent agenda items. Motion was seconded by Mr. Baker. Motion carried (7, 0).

Item 6 - Administration & Governance Committee Report

Dr. Trachtenbarg stated that, historically the Board of Health has approved a paid half day holiday for employees to take on either Christmas Eve or New Year's Eve. Mr. Chance stated that his recommendation, which was approved by the Administration & Governance Committee, is to expand the half day to a full day to be taken either the day after Christmas or the day after New Year's Day due to both holidays falling on Thursday this year. The Health Department will remain open on both days. A motion to approve the discretionary holiday proposal for 2014 was made by Dr. Na'Allah. Motion was seconded by Ms. Sullivan. Motion carried (7, 0).

Rev. Duren and Dr. Wortham entered the meeting at 6:05 pm.

In the next item of business, Mr. Chance reviewed highlights of the proposed Personnel Policy changes approved by the Administration and Governance Committee. A motion to approve the Personnel Policy changes was made by Mr. Baker. Motion was seconded by Ms. Simpson. Motion carried (9, 0).

In the next item of business, a motion to approve the 2015 Holiday Schedule was made by Ms. Sullivan. Motion was seconded by Dr. Na'Allah. Motion carried (9, 0).

In the next item of business, a motion to approve the 2015 Board of Health Meeting Schedule was made by Ms. Sullivan. Motion was seconded by Dr. Wortham. Motion carried (9, 0).

In the next item of business, Mr. Chance stated that the Administration & Governance Committee asked that the results of the 2014 Employee Climate Survey be presented to the Board. Mr. Chance stated that there was 98% participation in the Survey, which attempted to address long standing issues from the Strategic Plan as well as questions from internal committees. The results of the 2014 Survey were compared with those from 2013. Mr. Chance stated that there was a 26% increase in staff believing there is good communication among program areas. However, there was also an increase in the number of staff members who feel overwhelmed in a typically workweek. Mr. Chance stated that he has asked program leadership to seek more information regarding this issue and it will be brought back to the Board.

Item 7 - Community Health Services Committee Report

Ms. Sullivan stated that, as Chair of the Community Health Services Committee, she has been involved in an effort to continue the initiatives regarding obesity which were started by the Community Transformation Grant. A team is working on a proposal to bring to the Committee then the Board.

Item 8 - Health Protection Services Committee Report

Ms. Harant stated that the Committee is still working towards having a regional dialogue with other local health department leadership. The Committee will also be reviewing proposed legislation regarding volunteer liability issues.

Item 9 - Administrator's Comments

A motion was made by Ms. Harant to approve the Financial Services Report. Motion was seconded by Rev. Duren. Ms. Huber summarized the report as well as the quarterly variance

report. Mr. Chance stated that the Health Department did not receive funding to continue the HUD Lead Grant. A debriefing will be held in early November during which the Health Department will learn why funding was not awarded. Mr. Chance stated that the current HUD Lead Grant has projects to complete through the end of the year. He added that the grant agreement for the CLEAR WIN program was received last week. This grant is for \$600,000.00 to replace wooden windows. Motion carried (9, 0).

In the next item of business, Mr. Chance provided an update concerning the Accreditation project and results from the onsite peer review. He stated that out of 97 Accreditation standards, the Health Department received Fully Demonstrated or Largely Demonstrated rating for 95 of the standards. The Public Health Accreditation Board (PHAB) meets in December; therefore, the Health Department will not know their decision regarding Accreditation status until then. Mr. Chance stated that a meeting was held internally to review the Peer Review site report and discuss how to continue. He added that one of the standards deemed not met was regarding Quality Improvement. At the time evidence was submitted, the Health Department was not far enough into Performance Management to have QI projects in place and all evidence had to be dated before the evidence submission date, which was February 2014.

In the next item of business, Mr. Chance provided an update regarding the Regional Population Health Improvement Collaborative. He stated that Quality Quest is changing its name to Healthy Central Illinois. Healthy Central Illinois has signed an agreement to engage the Institute for Healthcare Improvement to assist in the development of the Regional Collaborative. The next step is to recruit seven to nine health improvement champions to facilitate this effort. The officers of Healthy Central Illinois will recruit that group which will work with stakeholders in the community health system and also engage the Board of Directors.

In the next item of business, Mr. Chance stated that the Governor's office is leading an initiative around Population Health Improvement to decrease healthcare costs and will be hosting a summit on December 9th from 9:00 am-3:30 pm at the Gateway Building for the 16 county region. Healthy Central Illinois will be part of the panel discussion. Once an agenda is received, Mr. Chance will share it with the Board.

In the next item of business, Mr. Chance distributed information regarding the Health Department's Ebola response. He stated that one role of the Health Department is communication to the public and healthcare system stakeholders. A Community Health System Workgroup meeting is scheduled for October 22nd; this meeting will also engage non-traditional stakeholders and focus on Ebola response. A press release has been done with an emphasis on there being no Ebola cases in Illinois. Another role of the Health Department is disease surveillance. Mr. Chance stated that the State's Attorney's Office acknowledges the Health Department's legal standing and is comfortable with the utilization of isolation/quarantine policies if necessary. The third role of the Health Department is supporting medical facilities.

Item 10 - Old Business

A motion to approve the FY15 Budget amendment was made by Dr. Wortham. Motion was seconded by Rev. Duren. Mr. Chance stated that the budget previously adopted by the Board of Health included an increase to the public health levy of \$200,000.00 to help fund the Community Crisis Center. However, due to budget concerns, the County Board has decided this is not the year to proceed with this action and asked that the Board of Health amend its FY15 budget to decrease the public health levy request by \$200,000.00. Motion carried (9, 0).

Item 11 - New Business

In the first item of business, Dr. Na'Allah stated that the Nominating Committee recommends Ms. Harant for President and Dr. Wortham as Secretary of the Board of Health for FY2015. Motion was seconded by Mr. Baker. Ms. Harant stated that she is willing to accept the nomination; however, she informed the Board that she travels from mid-December through the beginning of February. Motion carried (9, 0).

In the next item of business, Mr. Chance stated that the County Board asked the County Administrator to develop strategies to decrease personnel expenses in an effort to help with the County's budget deficit within the General Revenue Fund. One of the strategies developed is a Voluntary Retirement Incentive, which must be offered to all County employees. Mr. Chance reminded the Board that the Health Department is not part of the general revenue fund; however, as a matter of record, the Board does need to approve this incentive. A motion was made by Rev. Duren to approve the proposed Voluntary Retirement Incentive. Motion was seconded by Ms. Simpson. Motion carried (9, 0).

In the next item of business, Mr. Chance stated that the other strategy identified by County Administration to decrease personnel expenses within the General Revenue Fund is voluntary unpaid leave or a decreased workweek. Mr. Chance stated that, if implemented by the Department, any savings would not help the General Revenue Fund; therefore, his recommendation is that the Board of Health not endorse this strategy. A motion was made by Dr. Na'Allah to approve the proposed Voluntary Unpaid Leave/Reduced Work Week Pilot Project. Motion was seconded by Ms. Sullivan. In response to a question, Mr. Chance stated that the actions in the pilot project fall under conditions to bargain in the collective bargaining agreement. AFSCME did not want to bargain; however, did acknowledge the ability of management to offer this to employees. Mr. Baker stated that this kind of activity is hard on the workforce. Ms. Sullivan added that staff has already indicated they feel overworked. Motion defeated (0, 9).

Mr. Chance stated that President-Elect Harant will bring a proposed Committee structure to the Board for approval at its December meeting. New Committees will be effective in January.

Item 12 - Adjournment

Being no further business, a motion was made by Ms. Sullivan to adjourn the meeting. Motion was seconded by Ms. Simpson. Motion carried (9, 0).

Meeting adjourned at 6:58 pm.

Respectfully submitted,

Joyce Harant, MS
Secretary