



Public Health
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Peoria City/County
Health Department

**Peoria County Board of Health
Health Protection Services Committee Meeting
January 28, 2015**

PRESENT: Kathy Simpson
Jennifer Groves-Allison
Dr. Trachtenbarg

ABSENT: Dr. Roehm

STAFF PRESENT: Greg Chance, Public Health Administrator
Carey Panier, Assistant Director Environmental Health
Jean Bellisario, Director of Infectious Disease
Meredith Littell, Assistant Director of Infectious Disease
Randy McClallen, Health Protection Services Coordinator
Jason Marks, Emergency Preparedness Coordinator
Monica Hendrickson, Epidemiologist
Kristin Grubb, Administrative Assistant

Summary of Action Items:

- Approved minutes of November 19, 2014
- Approved proposed to develop a new Food Safety Inspection Tool
- Approved proposal to seek a new database for the Environmental Health Program
- Approved recommended changes to Goal 3 of the Strategic Plan
- Approved proposed amendment to the private pay vaccine formula
- Established meeting schedule for remainder of 2015

Follow-up Issues for Next Meeting:

- Vaccine fee at local pharmacies

Meeting Minutes

Meeting was called to order at 6:01 pm by Ms. Simpson.

There were no public comments.

As there was not a quorum present, only informational items could be discussed. Ms. Hendrickson reviewed the influenza information that was included in the agenda packet. She added that a meeting of community health partners was held today; one issue discussed was ending the visitor restrictions at the hospitals at the same time.

Dr. Trachtenbarg entered the meeting; therefore a quorum was now present.

A motion to approve the minutes of the November 19, 2014 meeting was made by Dr. Trachtenbarg. Motion was seconded by Ms. Groves-Allison. Motion carried (3, 0).

In the next item of business, Mr. Chance stated that the Environmental Health Program Area has developed a strategy to utilize a new food safety inspection tool that is more effective at emphasizing food safety risk in food establishments. The current tool utilizes a 100 point demerit system; as a result, a food establishment could receive a high score which does not accurately reflect the food safety risk within that facility. Environmental Health staff will do its due diligence of informing the industry and public of the benefits of changing the inspection tool. A number of counties in Illinois have changed food safety inspection tools. Mr. Chance stated that Environmental Health management staff has developed a work plan to engage key stakeholders in the process of changing the inspection tool. Approval from IDPH of the new tool would also be required. In response to a question regarding the in-house transition, Mr. Chance stated that staff would need to become familiar with the new inspection tool. A motion to approve the proposed strategy to develop a new Food Safety Inspection Tool was made by Dr. Trachtenberg. Motion was seconded by Ms. Groves-Allison. Motion carried (3, 0).

In the next item of business, Mr. Chance stated that Environmental Health has also developed a strategy to seek a new database for records management. The potential cost of the database was included in the FY15 budget. Environmental Health staff has begun talking with Peoria County IT and County Purchasing regarding seeking bids. A motion to approve the proposal to seek a new database for the Environmental Health Program was made by Dr. Trachtenberg. Motion was seconded by Ms. Groves-Allison. Motion carried (3, 0).

In the next item of business, Ms. Hendrickson reviewed the proposed changes to Goal 3 of the Department's Strategic Plan. Mr. Chance stated that the Administration & Governance Committee recommended engaging McAlpine Consulting for development of the next Strategic Plan. A motion to approve the recommended changes to Goal 3 of the Strategic Plan was made by Ms. Groves-Allison. Motion was seconded by Dr. Trachtenberg. Motion carried (3, 0).

In the next item of business, Mr. Chance stated that when the 2015 fee schedule was approved by the Board, the Bellwether study of the Department's fee structure was discussed; however, no action was taken regarding the formula for private vaccines. The Administrative cost being charged is \$41 per vaccine with the Bellwether study showing a cost of \$54 per vaccine. Mr. Chance stated that the recommendation is for the formula to be amended to accommodate the Bellwether fee study. At Dr. Trachtenberg's request, information will be obtained regarding fee comparison with local private pharmacies. A motion to approve the proposed amendment to the private pay vaccine formula was made by Dr. Trachtenberg. Motion was seconded by Ms. Groves-Allison. Motion carried (3, 0).

In the next item of business, Mr. Chance stated that the Performance Management Outcome objectives for Health Protection program areas were included in the agenda packet. He reminded the Committee that 2014 was the first year that the agency embraced Performance Management Process. The 2015 Performance Management Plan will be on the agenda for the February 17th Board of Health meeting for approval.

In the next item of business, a motion was made by Ms. Simpson to set the Committee's meeting schedule for the remainder of 2015 for the third Wednesday of every other month at 6:15 pm. Meetings will be held on the following dates: March 18th, May 20th, July 22nd, September 23rd, and November 18th. Motion was seconded by Ms. Groves-Allison. Motion carried (3, 0).

In the next item of business, Mr. McClallen stated that the CAPUS grant, through which he provides technical assistance and training for surveillance and linkage to care for HIV, continues through September. He is working on developing and implementing six training opportunities for local health departments and providers.

Ms. Hendrickson stated that she is working on obtaining data through community partnerships. District 150 is working with her regarding obesity data.

Ms. Bellisario stated that Infectious Disease has reached out to provider offices to let them know that while the Health Department is no longer conducting audits for the VFC program, the agency will remain a resource for them. Mr. Chance stated that part of the Ebola response plan was for IDPH to identify assessment hospitals in geographic regions of the state. Meetings have been held with hospitals in this region. Mr. Chance stated that he thinks this task has been accomplished; however, the hospital does not want to be identified yet. If a patient declines going to the designated assessment hospital, they can go to a different hospital. Mr. Chance added that there has been a decline in Ebola cases in Africa.

Mr. Chance stated that there is a new director for IDPH. There have been several changes at state agencies as well as several vacated management positions in IDPH.

Being no further business, the meeting adjourned at 6:39 pm.