

Henry County Health Board Meeting
June 8, 2016

Members Present: Jan Berghult, Emily Snell, Thomas VanVooren, DMD, Crystal Snider, MD, Denise Haga and Jan May.

Member Absent: Gary Bennett and Art Cajigal, MD

Also present: HCHD Staff: Duane Stevens, Administrator; Kelli Humphrey, Sandy Sommer, Dorothy David, RaeAnn Tucker-Marshall, Mat Schneppe and Naomi Stahl.

MINUTES

Agenda Item: I. Call to Order

Discussion/Evaluation: The quarterly meeting of the Henry County Health Board was held on June 8, 2016 at the HCHD office in Kewanee.

Action: President Jan Berghult called the meeting to order at 6:30 p.m. with 6 members in attendance.

Conclusion/Follow Up: None.

Agenda Item: II. Introductions

Action: None.

Agenda Item: III. Approval of Minutes

Discussion/Evaluation:

Action: Emily Snell made a motion to approve the minutes of the March 2, 2016 meeting as presented. Motion was seconded by Jan May and carried via voice vote.

Conclusion/Follow Up: None.

Agenda Item: IV. Comments from Visitors

Action: None.

Agenda Item: V. Department Overview - Informational Items

A. Monthly Reports

Discussion/Evaluation: The Incident Report and Complaint Management Report for March and April were included in packets sent to Board members prior to the meeting.

Complaint Management: There have been no complaints through April.

Incident Report: There were 4 incidents since the last meeting. The summary was included in the packet.

Home Care: Home Health (skilled nursing) had 294 visits to 52 patients in March and 275 visits to 45 patients in April. Home Services (non-skilled care) had 10,033.5 hours to 338 clients in April.

Action: None.

Conclusion/Follow Up: None.

B. Clinic Services

Discussion/Evaluation: Sandy announced the retirement of Michele Beckstrom, RN who has been with the health department working in the Maternal Child Health Programs including WIC, Case Management, Lead, APORS and Breast Feeding Peer Counselor programs since 1991. She discussed other recruitment efforts in the department as well. Sandy also included a summary of the Family Planning Program audit findings and corrective actions.

Action: None.

Conclusion/Follow Up: None.

C. Environmental Health

Discussion/Evaluation: Dorothy David reported that IDPH is adopting parts of the FDA code this summer to be implemented on July 1, 2018. These changes will affect the scoring system on the inspections sheets the department currently uses. Dorothy also reported that the Vector Program has been on hold while we are going unpaid.

D. Emergency Preparedness

Discussion/Evaluation: Mat reported on the upcoming full scale exercise "Operation Bio-Shield" June 14-16, 2016. This exercise will focus on a reported anthrax scare requiring response from county haz-mat teams and delivery and distribution of mass prophylaxis from the State and Federal strategic national stockpile of antibiotics.

Mat also discussed plans to host two IEMA training programs in August including Principals of Emergency Management and Leadership in Today's World.

Action: None.

Conclusion/Follow Up: None.

E. Health Promotion

Discussion/Evaluation: RaeAnn's reported promoting clinic services this summer. In honor of Public Health Week, 2 blood draw clinics were very well attended, informational displays were provided at the Black Hawk College-East Campus, Black hawk College Community Education Center and both Health Department lobbies. The department is starting the IPLAN process.

Action: None.

Conclusion/Follow Up: None.

Agenda Item: VI. Financial Report

Discussion/Evaluation: Revenues should be at or above 41.67% at this time and are at 27.15%. The state is still paying the Medicaid portion of the CCP money, but we have outstanding balances for remainder of CCP revenue that dates back to July 2015. We received the full amount of our Local Health Protection Grant. Our outstanding revenue balance with the State of Illinois is approximately \$850,000. Expenditures should be at or below 41.67% and are at 34.91%. The current bank balance at the end of May was \$832,000.

A. 2016 Budget

Kelli referred to the budget handouts. We are anticipating \$4,765,550 in revenues in FY16 which is down from the budgeted amount of \$4,845,467. FY17 Budget presented with a 2% increase to staff salaries would leave a profit of \$1,066. A 3% increase would present a deficit budget of \$17,718. The total FY17 operating budget with a 2% salary increase is \$3,928,040.

Action: Tom VanVooren made a motion to approve the FY17 budget including a 2% salary increase with a total anticipated operating budget of \$4,864,209, motion seconded by Emily Snell. Roll Call Vote: 6 ayes: J. May, E. Snell, C. Snider, D Haga, T VanVooren, J Berghult; 0 nays, 2 absent. Motion carried.

Conclusion/Follow Up: None.

Agenda Item: VII. Action Items (require Health Board approval)

- A. Home Health Program Review
- B. Home Nursing Program Review
- C. Home Services Program Review

Discussion/Evaluation: Annual reviews are required of the 2015 Home Health, Home Nursing and Home Services Programs. No problems were identified.

Action: A motion was made by Crystal Snider to approve and place on file items A, B & C of the 2015 Home Health, Home Nursing and Home Services Programs, motion seconded by Denise Haga. Motion carried via voice vote.

Conclusion/Follow Up: None.

Agenda Item: VIII. Old Business

- A. Public Health Week

Discussion/Evaluation: The Health Department is celebrating its 50th Anniversary of Service. We received a letter recognizing 50 years of invaluable public health services from the Director of IDPH, Nirav Shah, MD, JD as well as a certificate of recognition from State Representative Don Moffitt. We had a nice, well-attended open house.

Action: None.

Conclusion/Follow Up: None.

Agenda Item: IX. New Business

- A. County Health Rankings

Discussion/Evaluation: A handout was distributed. The national rankings are produced annually. Henry County is ranked #30 Healthiest County in Illinois.

Action: None.

Conclusion/Follow Up: None.

- B. Review and Approval of Closed Session Meeting Minutes

Discussion/Evaluation: There were no closed session meeting minutes.

Action: None.

Conclusion/Follow Up: None.

Agenda Item: X. Adjournment

Discussion/Evaluation: None.

Action: Denise Haga made a motion to adjourn at 7:03 p.m., seconded by Emily Snell. Motion carried via voice vote.

Conclusion/Follow Up: The next quarterly meeting of the Health Board will be September 7, 2016, 6:30 p.m. at the Kewanee office.

Respectfully submitted by: _____