

Henry County Health Board Meeting September 6, 2017

Members Present: Jan Berghult, Breanne Cinnamon, DPT, Denise Haga, Jan May, Crystal Snider, MD and Thomas VanVooren, DMD

Members Absent: Emily Snell, Art Cajigal, MD

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

MINUTES

Agenda Item: I. Call to Order

Discussion/Evaluation: The quarterly meeting of the Henry County Health Board was held on September 7, 2017 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

Discussion/Evaluation: None

Agenda Item: III. Approval of Minutes

Discussion/Evaluation:

Action: Breanne Cinnamon made a motion to approve the minutes of the June 7, 2017 meeting and the August 8, 2017 meeting as presented. Motion was seconded by Denise Haga and carried via voice vote.

Conclusion/Follow Up: None

Agenda Item: IV. Comments from Visitors/Presentations

Discussion/Evaluation: None

Agenda Item: V. Department Overview - Informational Items

A. Monthly Reports

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

1. **Incident Report:** There were 3 incidents in June and 3 in July, summaries were included.
2. **Complaint Management:** There no complaints in June and 1 complaint in July. A summary was included.
3. **Home Care:** Home Health information was provided. In July, there were 264 visits and 4 admissions. Home Services had 9,468.75 hours of services to 350 clients in July.

Action: None

Conclusion/Follow Up: None

B. Clinic Services

Discussion/Evaluation: Beth Medema has joined the team as our Nutritionist. The department is gearing up for flu clinics. The clinic is offering walk-in physicals this year.

Conclusion/Follow Up: None

C. Environmental Health

Discussion/Evaluation: Applied for 5th year FDA grant to keep up our website. Received 12 dead bird calls, 8 in HC and all have tested negative. Extra money was given to go to these collection sites for two weekends to follow up. The department is giving out free water sample kits to flooded areas. The Geneseo farmer's market follow-up was discussed. The event coordinator has submitted a plan of action to the department. The complaint came from a food class participant. An inspector went to the farmer's market and found the violations. Dorothy offered to work with them to get all certifications in place. Other Health Departments have recommended having a coordinator application for any event.

Action: None

Conclusion/Follow Up: None

D. Emergency Preparedness

Discussion/Evaluation: Duane referred to the report provided in the packet. Mat's in training in Springfield. Mobile technology package. Community Partner's meeting coming up this month.

Action: None

Conclusion/Follow Up: None

E. Health Promotion

Discussion/Evaluation: Completed the final IPLAN documentation. Gearing up for flu clinics, usually in October.

Action: None

Conclusion/Follow Up: None

Agenda Item: VI. Financial Report

Revenues should be at or above 66.67% at this time and are at 70.06%. Expenditures should be at or below 66.67% and are at 71.14%. The current bank balance at the end of July was \$821,820.50. \$1,100,094.36 was the balance in August.

We received an increase from \$111,403 to \$115,258.00 from the Local Health Protection Grant. The state still owes about \$400,000.

Agenda Item: VII. Action Items

A. Election of Officers

Action: Dr. Snider made a motion to nominate the current slate of officers Jan Berghult, President; Tom VanVooren DMD, Vice President; Emily Snell, Secretary and Jan May, Treasurer. Denise Haga seconded, all were in favor and the motion carried.

Conclusion/Follow Up: None

Agenda Item: VIII. Old Business

Discussion/Evaluation: Community Care Program (CCP) Evaluation. With the state passing a budget, CCP will continue as is and not moved to the CRP. We're also receiving \$1.15 more per hour of service, and a portion must go towards staff, so the Home Care Assistants will receive a pay increase. As of now, we have budgeted to continue as the CCP.

Action: None

Conclusion/Follow Up: None

Agenda Item: IX. New Business

Discussion/Evaluation: Open Meeting Act training list.

Action: None

Conclusion/Follow Up: Naomi will follow up with board members that have not submitted a certificate.

Duane announced that we received an email from county asking if we have any projects for a one-time allotment of money out of a levied fund. Duane will follow up with Colleen Gillaspie, County Administrator, for more information.

Agenda Item: X. Adjournment

Discussion/Evaluation: None

Action: Jan May made a motion to adjourn at 7:05 p.m., seconded by Dr. VanVooren. Motion carried via voice vote.

Conclusion/Follow Up: The next quarterly meeting of the Health Board will be December 6, 2017, 6:30 p.m. at the Kewanee office.

Respectfully submitted by: _____