

Henry County Health Board Meeting September 7, 2016

Members Present: Jan Berghult, Emily Snell, Art Cajigal, MD, Jan May, Crystal Snider, MD and Thomas VanVooren, DMD

Members Absent: Gary Bennet and Denise Haga

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, 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

Discussion/Evaluation: None

Agenda Item: III. Approval of Minutes

Discussion/Evaluation:

Action: Tom VanVooren made a motion to approve the minutes of the June 7, 2016 meeting as presented. Motion was seconded by Emily Snell 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 2 in July, summaries were included.
2. **Complaint Management:** There was one complaint in June and no complaints in July. A summary was included.
3. **Home Care:** Home Health information was provided. In July, there were 222 visits and 7 admissions. Home Services had 9,945.5 hours of services to 348 clients in July. CCP will be CRP in January. This reduction is anticipated this next budget year.

Action: None

Conclusion/Follow Up: None

B. Clinic Services

Discussion/Evaluation: The Clinic received flu vaccines and will be scheduling flu clinics. No child vaccines are in yet. The flu mist will not be available or made this year. The department finished up school physicals. Two new RNs were hired in our WIC and MCH department.

Conclusion/Follow Up: None

C. Environmental Health

Discussion/Evaluation: Food, water and sewage reviews were completed and met all grant standards. The department will be reviewed again in 2019. The food code has changed, so revisions must be implemented by July 2018. Training will also be needed including our inspectors.

Action: None

Conclusion/Follow Up: None

D. Emergency Preparedness

Discussion/Evaluation: Duane referred to the report provided in the packet. Based on the Full Scale exercise in June, we have goals to work on.

Action: None

Conclusion/Follow Up: None

E. Health Promotion

Discussion/Evaluation: RaeAnn has been scheduling flu clinics in Henry and Stark counties starting the last week in September. The department has also been gearing up to be in the schools for the school year. Beth has been working on coordinating the Up With Life Suicide Prevention mental health walk: "Let's Talk" Mental Illness Awareness Walk on October 23, 2016, 10 a.m. at Windmont Park. We're planning on 300-400 participants.

The department has been focusing on marketing. The IPLAN process kicked off with a community team. In the past, we had one committee for both Henry and Stark, but feel both counties have own unique needs and therefore two committees.

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 48.72%. Expenditures should be at or below 66.67% and are at 57.95%. The current bank balance at the end of July was \$602,108.84. August balance was \$1,255,097.52. Majority was CCP monies we anticipated. Only outstanding with the state is Family Case Management grant of about \$1,300.

By July 15th we had fringe benefits paid up to county, Building generator shows expense not budgeted for, but received grant funds. We'll get a final tax distribution this month which will cover liability insurance. Duane announced that we have been working on attestation over last 6 months for our two providers. We finally got approved for another \$42,500 for upgrades to our electronic health records and thus eligible for meaningful use. We still have \$600,000 in the capital building fund.

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. Dr. Cajigal seconded, all were in favor and the motion carried.

Conclusion/Follow Up: None

B. Henry County Private Sewage Disposal Ordinance

Discussion/Evaluation: Dorothy provided a summary of changes to the ordinance. Dorothy sent changes to three contractors for input and to answer questions. Dorothy also reached out to the State's Attorney to look over.

Action: Jan May made a motion to recommend the changes of the Henry County Private Sewage Disposal Ordinance to the Henry County Board, Tom VanVooren seconded, all were in favor and the motion carried.

Conclusion/Follow Up: None

Agenda Item: VIII. Old Business

Discussion/Evaluation: None

Action: None

Conclusion/Follow Up: None

Agenda Item: IX. New Business

Discussion/Evaluation: Gary Bennett has moved to Missouri and is resigning from the Henry County Health Board.

Action: Emily Snell made a motion to accept the resignation of Gary Bennett, Jan May seconded, all were in favor and the motion carried.

Conclusion/Follow Up: A recommendation for a new Health Board member will be submitted to the Henry County Board for approval.

Agenda Item: X. Adjournment

Discussion/Evaluation: None

Action: Emily Snell made a motion to adjourn at 7:25 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 7, 2016, 6:30 p.m. at the Kewanee office.

Respectfully submitted by: _____