

MINUTES  
McLEAN COUNTY BOARD OF HEALTH  
September 7, 2016 – MEETING

MEMBERS PRESENT: Buchanan, Reece, Bowers, Ginzburg, Kerber, Schafer, Swanson, Tello, Turley, and Zeunik

MEMBERS ABSENT: Kohlhase

STAFF PRESENT: Howe, Anderson K, Anderson T, Beavers, Coverston Anderson, Dreyer, Slater, and Voss

CALL TO ORDER: Buchanan called the Board meeting to order at 5:36 p.m.  
Roll call was taken.

PUBLIC PRESENT: Sam Thomas, WJBC; Michelle Anderson, County Auditor; Edith Brady-Lunny, Pantagraph; Elizabeth Saunches, RN (Student); and Don Knapp, Asst. States Attorney

MINUTES: Buchanan requested approval for the minutes of July 13, 2016.

Bowers/Ginzburg moved and seconded approval for the minutes of July 13, 2016. Motion carried.

CONSENT AGENDA:

1. Bills to be Paid

		<u>July 2016</u>	<u>August 2016</u>
Health Dept	112-61	\$144,580.24	\$311,545.93
Dental	102-61	26,896.14	30,491.21
Sealant			
WIC	103-61	20,980.84	15,464.39
Prev Health	105-61	3,447.30	4,865.29
Family Case	106-61	24,706.14	40,605.77
AIDS/CD	107-61	9,131.93	11,716.83

Reece/Bowers moved and seconded the approval for the Consent Agenda as printed.  
Motion carried.

5:38 p.m. Swanson arrived.

Buchanan welcomed, County Board representative, Susan Schafer to the Board of Health. She is also chairperson of the Health Committee.

COMMITTEE REPORTS: Tello reported that the Mental Health Advisory Board meeting held on August 26, 2016 was very interactive. She noted that the MHAB was broken into small groups and then the large group. Each group was broken into their area of expertise and gave recommendations based on their expertise. Buchanan mentioned that she was able to attend the meeting and was impressed on the level of the commitment of the members.

Reece reported for the Behavioral Health Coordinating Council explaining the next meeting is Friday, September 9, 2016. The discussion will be on the adult crisis stabilization unit: how is it working, the real demand for service, and the hope is to have more data-driven decisions. She reminded other Board members that the BHCC is an open meeting and they are welcome to attend.

Schafer explained that the Health Committee was meeting on Thursday, September 8, 2016 due to the Labor Day Holiday.

OLD BUSINESS: Buchanan explained the CY17 Budget for Funds 0102 through Fund 0109, and Fund 0112 needed to be approved. She introduced Michelle Anderson, County Auditor, and asked her to the Board meeting as a resource.

Howe explained the executive summary distributed to each Board member prior to the budget session that was held on August 25th. This evening each member received a proposed budget book. As, in the past, Howe presented a short Power Point presentation (attached to these minutes) concentrating on the problematic issues discussed at the budget session of August 25<sup>th</sup> and meetings with County Administration.

Howe discussed the proposed budget for Fund 0102, Dental. He spoke about the Medicaid expansion and the increase for adults. However, there is a reduction in out-of-pocket revenue due to the Medicaid expansion. Using \$92,841 from the fund balance helps keep the program balanced. Staff is in discussion with OSF, Advocate BroMenn, Chestnut, and the Community Health Care Clinic to strategically partner on a county-wide low income dental clinic. Staff is also working with John M. Scott on a pilot prevention dental care program for adults. Howe noted the needed to expand into schools for dental prevention education.

Howe explained the WIC program budget reflects a decrease of \$4299 in the WIC grant but experiencing a Medicaid increase for blood lead draws and screenings as well as insurance billing for clients that have insurance. Buchanan questioned the source of the fund balance in WIC. Howe explained that it is money associated with the WIC program that has accumulated over time.

Shafer questioned the date of reported fund balance. Howe replied that it was 2015 audit report.

Howe explained that the Vision and Hearing program requires the use of \$772 from fund balance. The program is mandated by the state to provide vision and hearing services in the schools. The alternative to using fund balance is an increase of \$33 per hour from \$30 per hour knowing schools are also low on funds.

Howe discussed Fund 0105, Preventive Health Programs, which includes four prevention grants which are flat funded; Komen; Ticket for a Cure, Reality; and Tobacco from the state. A small grant of \$6568 from a Robert Wood Johnson Foundation, Invest Health, provided to the Health Department from the United Way as lead agency is included primarily to send staff to trainings. There is a small use of fund balance to support prevention initiatives totaling \$1,825.

Howe reviewed the Family Case Management program, Fund 0106. He explained the seven state grants supporting the program. In FY16 there were eight but the Healthy Child Care Illinois was discontinued by the State and the BBO grant was increased. Overall the revenue is nearly identical. Howe explained the Federal Financial Participation (FFP) support for this program, which is the primary source of FFP funds for the organization. The intent of FFP is to reinvest in Family Case Management.

Schafer questioned why the fund balance isn't used to support the program. Howe explained that FFP money is earned primarily from this program. It is Federal money and pays the difference between Medicaid reimbursement and costs. The FFP money was put into Fund 0109 for in and out monitoring. Michelle Anderson, County Auditor added that yes,

Fund 0109 was set up in 2009 and it is unrestricted and flexible. Howe agreed that it was created to provide an easier way to monitor the transfer of the FFP funds.

Howe explained the West Nile Virus Fund; 0107-0061 is dependent on positive reporting of human cases of West Nile Virus and collected birds. Since McLean County had no positive cases last year, it resulted in a decrease of \$10,000 in the grant for FY17. The reduction will be made up by using the fund balance. Howe noted that it is a requirement from the State of Illinois to provide vector surveillance and this year, it may mandate Zika activity.

Howe discussed Fund 0107- 62 noting that staff has made changes in the fund due to reduction in AIDS of \$30,000, Emergency Preparedness of \$10,000, and redistribution of the Local Health Protection grant of \$7,641. The fund balance along with staff adjustments and a decrease in supplies were discussed. Schafer inquired as to why we haven't started billing insurance for AIDS/HIV testing. Howe explained that staff has been reluctant because AIDS/HIV testing allows for anonymous testing of individuals and it is a primary reason clients come to the Health Department because they feel comfortable here and confidentiality is offered. Coverston Anderson added that the grant has a list of narrow scopes that the program must follow and these clients cannot be charged. The Health Department began insurance billing for STI/HIV on 7/01/16. Ginzburg inquired about the services offered. Coverston Anderson responded that we continue to do counseling and testing, risk reduction, education, and surveillance. Treatment and anti-virals for AIDS/HIV are not provided and are referred out.

Howe spoke about Fund 0109 which is Federal Financial Participation program and the budget is \$250,000 in and out. Schafer inquired more information about the Fund. Howe explained the Federal Government pays up and above what Medicaid doesn't cover and is reimbursed 49.7 cents on the dollar. Howe also explained that a separate claim for each program is completed and the reimbursement is not timely. The department recently received payment on some 2015 claims.

Howe stated that Fund 0110 is not the oversight of the Board of Health. That oversight is provided by the 377 Board. However, he explained the regrade and contract service amounts.

Howe presented the highlights for Health Fund 0112, with taxes held to same rate CY16 rate of .09481. Includes annual 3% increases for food, septic, and water programs; increases in Medicaid revenue; reductions in Vital records, Baker Trust, and loss of money received from Central Arena Management for use of the building parking lot after hours. Staff has decreased the request of the unappropriated Fund Balance for the Mental Health pilot program, case management and Website positions by pulling those requests from the CY17 Budget.

In conclusion, Howe stated that the CY17 Budget as presented, including proposed revisions, addresses the following issues presented during preliminary budget reviews and meetings with County Administration (summary of budget changes found on last page of attachment. The social media Web support position was removed from the budget. The OSSI, clinic support remains. More clerical support is needed. The case manager position for the mental health pilot project has been removed. The reclass request of positions for staff title changes has been resolved and is a non-issue. The reclass of the OSSI to OSSII for mental health/DD services has remained and agreed upon. The contract services for an epidemiologist have remained with the possibility of sharing resources with another local health department. As stated, the mental health pilot project for wellness programming has been removed. The specific recipients of drug/mental health problem solving court funding are to be determined. The line item questions on travel, line 0718.0001 training is a question being asked by all departments to justify training. The net increase in all funds is \$2,785 with an increase in \$2,500 for staff for the new food code being implemented by the FDA. The state has mandated staff members in the Environmental Health

program to be trained on the new model food code. Issues about where the training will be held and when has not been decided.

Tello stated that the loss of the Mental Health pilot project for wellness is a huge priority for a targeted population and a true collaboration effort.

Schafer noted that she would abstain from voting.

Turley/Bowers moved and seconded the approval of the CY 2017 Budget for Funds 0102 through Fund0109, and Health Fund 0112 submit to the Health Committee for approval and forward to the full County Board for approval. Motion carried with Schafer abstaining.

Buchanan explained normally FY17 Behavioral Health Funding (553) would be approved this evening but has requested that action be deferred until a later date due to a last minute request. This would allow for additional review and discussion before approval.

Included in the packet was Board of Health FY17 (553) Behavioral Health funding recommendation worksheet. Each applicant applying for Mental Health or Substance Abuse funding is listed on the worksheet along with descriptive information related to their application. Beavers also prepared additional handouts which included the last minute requests of Chestnut Health Systems and McLean County Court Services.

Beavers reviewed the CY17 funding proposal comments and discussed the specifics of the decision making process by the Board and the Mental Health Advisory Board (MHAB). Included was the Memo explaining last minute withdrawing of Chestnut Health System's CY17 application for Specialty Courts and projected program update for McLean County Court Services.

Beavers pointed out that the MHAB unanimously approved fully funding PATH, 24 crisis hotline; CHS, mobile crisis; and CHS, psychiatric. However, they felt more information was needed for some programs. Beavers stated that due to turn around time there would be time for further discussion at the joint meeting of boards, 377 and Board of Health, on October 4<sup>th</sup> and the MHAB meeting scheduled for October 28<sup>th</sup>.

Schafer inquired about Behavioral Health education offered in schools and the overlap. Beavers explained Project Oz prevention substance abuse program is offered to all jr. highs in McLean County. CHS's outreach program is a new program and pays for part of a person to offer assistance for child and adolescent counseling. Chestnut's, in school program, provides for intervention case coordination and on-site counseling with counselors embedded in schools. Chestnut stated that they will bill private insurance.

Beavers explained Mark Jontry, Director of ROE, is part of the Behavioral Health in Schools group. She also explained the involvement with Ridgeview and Olympia. She will find out how they envision having embedded staff support working in the schools. Buchanan inquired about the level of commitment, are they all in? Beavers noted that Project Oz is committed and have MOU's with the schools that are very detailed. Beavers also stated that McLean County is a large geographical area and shared it would be impossible for two counselors be involved with all schools.

Discussion continued on data driven assessments and matching with the need. Programs need same goals and those need to be assessed. Those with greater need become a priority. Beavers explained that using language consistently and talking across schools is important.

Reece questioned the comments from MHAB supporting fully funding programs, do they realize that the Board can't fully fund. Beavers responded that they are aware.

There was discussion about the needs of court services and the request for \$186,000. Beavers explained that the Board would contract with court services like any other agency that is funded and the Board would provide oversight. Reece questioned about them sub-

contracting services. Beavers explained that they would sub-contract with other agencies. Reece stated that this is new information and needs to better understand and how the program will flow. Bowers requested clarification of the contract. Buchanan agreed that this topic of funding court services is new and it would be the benefit of the Board to put this all together and review it.

Ginzburg questioned if the Board was mandated to give them what they want. Schafer explained that she doesn't know what the Health Committee is thinking but she thinks they will expect full funding.

Beavers suggested that the Board review the new request and let her know what information they need to determine their recommendation and she will negotiate with the agencies. She agrees that there are challenges with the program needs. Buchanan noted that agencies will be funded either total request or partially. Beavers reminded the Board that she will need comments within the next week in order to have recommendations for the joint Board meeting October 4<sup>th</sup> and the MHAB on October 28<sup>th</sup>. She will need solid proposals so that funding can be approved at the November 9th Board meeting.

**NEW BUSINESS:** Howe requested approval for the Contracts/Applications – September 2016, attachment C, which is a listing of all new contracts or applications received or submitted since the last Board of Health meeting on July 13, 2016. Howe gave a brief explanation of each contract and application, which were all renewals.

Ginzburg/Tello moved and seconded the approval for the Contracts/Applications for September 2016, as presented. Motion carried.

Howe requested approval for the Budget Amendment in Fund 0103 WIC Grant. This amendment is the result of the Health Department receiving a Special Project award from IDHS in the amount of \$10,000 that was used to purchase hemoglobin testing materials that allowed for the acquisition of 6 non-invasive hemoglobin machines at a cost of \$2,000 each. The WIC program also purchased a large screen TV/Monitor for the WIC classroom for educational Power Point presentations and nutrition education sessions hosted on the internet. All purchases were pre-approved by IDHS.

Ginzburg/Bowers moved and seconded the approval for the Budget Amendment in Fund 0103 WIC Grant. Motion carried.

Howe requested approval for the Budget and FTE Amendment for Fund 0112 associated with the Network Support position and Fund 0107 to support the salary cost for the Senior Sanitarian providing supervision to the WNV Intern. The Network Support position amendment is required as a result of the 1.0 FTE full-time (503) position budgeted in the county budget being filled by a part-time (515) employee working 30 hours a week. Howe stated that we will maintain a vacant .20 FTE full-time position in Fund 0112 if circumstances change and the incumbent or new employee is capable of working the full 37.5 hours per week. Howe explained the Senior Sanitarian is providing approximately 1.9 hours a week of supervision for the WNV Intern that was not originally budgeted during the budget development process.

Reece/Kerber moved and seconded the approval for the Budget and FTE Amendment for Fund 0112 associated with the Network Support position and Fund 0107 to support the salary cost for the Senior Sanitarian providing supervision to the WNV Intern. Motion carried.

Howe explained the request for approval of the 2017 Budget Amendment proposals for 3% across-the-board fee increases for food establishment fees and private sewage permit and installer license fees. Howe explained the proposed fee amendments will be presented to

the Health Committee of the County Board for review and approval in concert with the department's 2017 Budget.

Anderson T referred to Attachment F in the packet which explained the amendments which included a 3% increase for all food permit fees and a 3% increase for all permit fees for private sewage disposal systems, installer and pumper license fees, and geothermal exchange system fees. Anderson explained the lengthy process for conducting an inspection for geothermal exchange systems. He offered, as an example the recent installation of a geothermal system, at Parkside Junior High School, which took 19 days and involved 120 wells. Anderson T also stated that the activity for geothermal is quite busy possibly because of tax incentives.

Anderson T explained that in 2014 the Board of Health and the McLean County Board approved an annual escalation clause of 3% for all geothermal exchange system applications effective in 2015.

Schafer stated that she would be abstaining from voting for this amendment.

Ginzburg/Bowers moved and seconded the approval of the 2017 Budget Amendment proposals for 3% across-the-board fee increases for food establishment fees and private sewage permit and installer license fees. Motion carried, with Schafer abstaining.

Buchanan, being conscience of the time, asked Board members to review the articles included in the packet under Items for Discussion.

Buchanan mentioned the DHFS Public Notice, 1115 Waiver Behavioral Health Transformation and inquired if the Health Department was submitting an application. Howe stated that the Department would attempt to draft any needed language and he thought the County was also reviewing if comment was necessary. Howe offered that the Board would be a co-signer to this 1115 comment document if he could get it completed by deadline.

DIRECTOR'S REPORT: Nothing additional

STAFF REPORTS: Beavers reported that the Behavioral Health reports were on packet pages 8 through 10, there was nothing additional.

Coverston Anderson reported that the Community Health Services reports were on pages 11 through 15. Coverston Anderson explained how the changes with Teletask, appointment reminder, have decreased the no-show rates. Staff is able to text the reminders as well as leave voice messages (client choice).

Coverston Anderson stated that during the month of August, immunization appointments for babies and back-to-school vaccinations were given priority; other strategies to reduce the summer back-to-school rush included moving scheduling of non-mandatory immunizations to September and holding walk-in clinics.

Coverston Anderson was happy to report that the Mumps Outbreak was officially declared over on August 4, 2016. In addition, the new Meningitis B vaccine (Trumenba) is now available at the department for both children and adults.

Coverston Anderson discussed page 15, in the packet, Required Reportable Disease and Time Lines. She explained that staff in the communicable disease program work with this state-mandated reporting system. County medical providers, as well as County schools provide information to us relating to any outbreaks that need to be reported.

Coverston Anderson referred to page 13, preliminary quarterly report (April-June), and explained the numbers for August. Those numbers were not listed but noted that the numbers for August were up to 628 child immunization clients seen and up to 689 child immunization phone calls and voicemails.

Anderson K reported that the Maternal Child Health report was on packet pages 16 through 19. She explained staff was calling this the "Summer of Love", partially because numbers in most of the programs were going up, specifically WIC, FCM caseload, and BBO.

As a follow-up to the July anecdote, where Ginzburg stated that the treating physician should be held accountable, further investigating into the issue was done and the pregnant woman actually delivered in Peoria.

Anderson T reported that the Environmental Health report was on packet pages 20 through 23. He noted the increases in Geothermal Exchange System Registrations are up with 36 this quarter versus 17 last year. Several factors including rebates from Corn Belt and Ameren, as well as tax incentives could be the reason.

Anderson T spoke about the tri-fecta in the West Nile Virus activity, with positive mosquito samples, positive bird samples, and one human case. Staff made 1138 contacts within a 5 hour period to notify residents in one area about the positive samples and reminded them about protecting themselves and family members. Reece inquired as to what kind of contact. Anderson T responded that 8 staff members went door to door talking with people and leaving information.

There was not an Administration report due to the preparation of the CY17 Budget. Included on page 24 was a hire/exit report for the 2<sup>nd</sup> quarter.

**BOARD ISSUES:** Bowers/Ginzburg moved and seconded to go into Closed Session at 7:45 p.m.

**RECONVENE:** Ginzburg/Zeunik moved and seconded the Board meeting reconvene at 8:55 p.m. Motion carried.

**ADJOURN:** moved and seconded the Board of Health meeting adjourns at 9:10 p.m. Motion carried.