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Board of Health  
Minutes  
February 13, 2019

Members Present: Ms. Judy Buchanan, Ms. Rose Stadel, Ms. Carla Pohl, Ms. Cory Tello, Ms. Sonja Reece, Mr. Robert Kohlhase, Ms. Susan Schafer, Ms. Hannah Eisner

Members Absent: Dr. Jim Swanson, Dr. Scott Hume, Dr. Alan Ginzburg

Staff Present: Ms. Camille Rodriguez, Ms. Cathy Coverston Anderson, Ms. Lisa Slater, Ms. Cathy Dreyer, Ms. Kim Anderson, Mr. Tom Anderson, Ms. Amy Hancock, Ms. Amy Brooke, Mr. Trevor Sierra, Mr. Bill Wasson, Ms. Trisha Malott, Ms. Linda Foutch

Public Present: Mr. Bob Keller, Mr. Tom Barr (Center for Human Services)

**1. Call to Order:** Meeting was called to order at 5:40 PM.

**2. Roll Call**

**3. Public Participation:** None

**4. Approve Minutes:**

Motion by Kohlhase/Schafer to approve the minutes of  
January 9, 2019.  
Motion carried.

**5. Consent Agenda**

**A. Bills to be Paid**

Motion by Stadel/Pohl to approve bills to be paid.  
Motion carried.

**6. County Administrator Wasson's update:** Judy Buchanan (JB) asked for the Board's approval to make Mr. Wasson's update item 6 and Committee Reports item 7.

Bill Wasson (BW) shared that since the last meeting of the BOH, County Administration has continued to talk with Health Department Administration about space utilization and interim needs for space for the Triage Center and psychiatric referrals. Currently, they are considering space in the northeast corner of 200 West Front. Parts of the space have been underutilized. In addition, space would be rearranged for more efficient clinic flow and space utilization. The Triage Center needs to be operated 24/7 and needs a space that can be arranged to prevent access to the rest of the building. The door in the northeast corner would allow that. Walls could be constructed to separate the Triage Center from the rest of the building. The other advantage to this space is access to parking.

The back office of the WIC clinic could provide a good amount of space for the psychiatric referral area.

Space on the northwest corner of the building was also considered. However, that would require more extensive construction.

Intent is that this is an interim utilization.

Robert Kohlhasse (RK) asked Mr. Wasson to quantify interim.

BW expressed that the intent is to have the programs begin in the first quarter of this year. Additional time will be needed for space assessment. It is probable that recommendations for longer term positioning of these programs will be made during the next budget process in September or October. BW expressed continued appreciation of the assistance of the Health Department administration and staff.

RK asked about the proposed location of the FUSE program

BW stated that it is projected to be on the 4<sup>th</sup> floor of 200 W. Front in an unoccupied suite. While there may be some staff interaction and assistance among the three programs (FUSE, Triage, Psychiatric Referral) in many respects they are independent of each other. County Administration continues to work with all departments for a solution to EMR needs. The goal is to make sure departments have what they need but also that they can share data.

Trisha Malott expressed her appreciation of HD administration and staff as well as the BOH.

Camille Rodriguez (CR) shared that the possibility of space being reconfigured is not a secret to staff. The Health Department sees it as an opportunity to reconfigure our spaces to be family and work flow friendly. It is an honor to co-locate with these amazing programs.

## 7. Committee Reports

- A. **County Board:** Susan Schafer (SS) shared that most of what was covered in the Health Committee was addressed by Mr. Wasson. The only other issue that came up was a question about the measles.

- B. Ad Hoc Funding Committee:** JB shared that the Ad Hoc Funding Committee will meet again in the next 3 weeks. The intention is that the BOH will receive background info before the March meeting and the recommendations will be on the April agenda for action.

JB noted that the Embedded Schools Project is scheduled to end at the end of 2019. Finding someone able to evaluate the program for us has been difficult. The difficulty is in the data that we have. ISU is now assisting us to find someone to do the analysis.

- C. Ad Hoc Contracts Committee:** Cathy Dreyer (CD) noted that a policy statement has been drafted and sent to members of the committee. It will be an action item on the March agenda.

- D. Behavioral Health Coordinating Council:** Sonja Reece (SR) shared that the last meeting of the BHCC focused on juvenile mental health. Others in the community are aware of the importance of this issue. WGLT did a youth in mental health discussion on Feb. 12. The session can be streamed on WGLT's website.

- E. Mental Health Advisory Board:** Cory Tello (CT) shared that MHAB has a meeting coming up next Friday (Feb. 22). They will be looking at what the RFP process will be going forward and understanding the strategic plan.

## **8. Health Department Administrator's Report**

- A. Administrator's Summary** CR shared that staff have been discussing the most meaningful ways to provide information to the BOH. We would like to try providing statistics with an over view from CR some months. On other months, a Division Director might provide a deeper dive into their division, a specific program, or an issue. The goal is to provide information in a different, meaningful way.

CR noted that in this packet, all the Division Directors have provided cover letters and a synopsis of information. CR noted that Ms. Amy Hancock has provided trauma informed care training to every HD employee.

SR stated that she appreciated the depth of Ms. Hancock's information in relation to contracting. It allowed her to look through and see what agencies are really doing. We are partners in this process. The information was very helpful.

SR noted that she also learned a lot about the sanitation area as well while reviewing the packet.

RK also expressed appreciation of how the food safety information in the packet was put together.

RK stated that he had one comment regarding behavioral health. He stated that it sounded like Ms. Hancock was only meeting once a month with Ms. Malott. He had hoped that it

would be more.

Amy Hancock (AH) noted that she thinks this is something that will continue to grow. She has been spending a lot of time this week with Ms. Malott assisting with interviews.

CR noted that she did offer some of Amy Hancock's time to Ms. Malott. At this point, Ms. Malott doesn't have a staff.

CR noted that the Health Department is commencing production of a program guide for each program that will be 1-2 pages long, include the number of FTEs, and detail how the program is funded.

**B. Center for Human Services CY19 funding: updates and discussion**

CR thanked BOH members for all the time that was given regarding the CHS/CY19 funding discussions. As directed, she gathered questions and sought answers to those questions. CR and two members of the BOH met with Tom Barr and two members of his staff. They received the answers needed at this point. She asked if BOH members needed anything else based on the draft recommendations made.

**C. Weston Abandoned Well**

Tom Anderson (TA) presented information on a well in Weston. This is in an unincorporated area and there were four legitimate complaints. Three of the four property owners were cooperative in correcting the situations.

TA noted that John Hendershott, an Environmental Health supervisor, worked with the contractor and helped reduce the cost for the property owners by working with the grain elevator for materials.

One property owner was not compliant. The Civil Division of the State's Attorney Office notified Mr. Anderson that Phil Dick in Building and Zoning was working on a grant regarding property management improvement. It was discovered that rectification of the abandoned well situation could fall under the grant. The County was given 120 days to rectify the situation and for property cleanup. The referenced contract is through the County and not the Health Department. However, Environmental Health is involved as it oversees regulation related to water wells.

SR commented on a family member that had died due to an abandoned well situation. She wondered how many more are out there that we don't know about.

TA shared that after the complaints, a property by property search for abandoned wells was completed.

**D. Food Code Amendment, discussion**

TA introduced Linda Foutch, Food Program Supervisor. Ms. Foutch knows the details that are a part of the changes to the Food Code. Environmental Health has been working with these changes since August of 2016. TA stated that codes cannot keep up with

technology. He characterized this as the FDA's attempt to keep up with technology. He stated that prior to 2017, we had a code that allowed cooking and serving. More is going on establishments with changes in preparation and storage. The food code adopted by the State of Illinois in 2017 has processes in place to address these changes.

SS asked that three instances of "his" on pages 31, 51, and 59 be changed to his/her.

Hannah Eisner (HE) pointed out that section Chapter 205 needs to be amended. That is the fee chapter for the County code.

TA responded that the fee schedule for retail food is the same as it is for retailers.

HE asked that Mr. Anderson look at 205 to make sure that it is also amended.

TA agreed to look at this.

HE stated that there was a reference to the adoption of the 2017 Field Code and the Inspector's Field Code from November 2009. HE asked if, with all the changes, is there a new Inspector's Field Guide that should be referenced.

Linda Foutch (LF) stated that a new field guide was not issued.

TA stated that they repealed the Inspectors Field Guide and replaced it with the new code.

HE stated that we have a set of definitions in our code. She asked how Mr. Anderson decide which to incorporate in our code but not others.

TA stated that the FDA Food Code was referenced. His understanding is that if a definition was missed someone would refer to the Food Code. He focused on definitions used in the McLean County code.

JB expressed appreciation of the work Ms. Foutch and Mr. Anderson had completed.

## **9. Items for Action**

### **A. For consideration and approval, Amendments to Chapter 216 of the McLean County Code**

Motion by Reece/Tello for approval as amended.

Motion carried.

### **B. Contracts/Grant Application List**

HE asked if the numbers listed regarding the John Scott Commission contract/grant are in line with what we currently anticipate. She pointed out that they are calling for 250 unduplicated patients and then at least 3500 dental contacts.

Cathy Coverston Anderson (CCA) stated that the numbers listed can be achieved. Our initial proposal to John Scott was for \$15,000. We had to limit our proposal for what was given last year. However, when we received the award, it was for \$26,000.

HE proposed that the amount to be paid for the hygienist seems low at \$25 an hour.

CCA stated that hygienists often work somewhere else as well. The contract hygienists are not employees of the Health Department. They are picking up extra work on their days off.

HE asked if there was just one person doing the Peer Outreach.

CR stated that it is generally someone with lived experience or connection to the targeted population. It is not generally someone from an agency, but they are an agent in and of themselves. They work in the field and often with staff at outreach events. We do not have overhead costs for these individuals. They connect remotely with the Communicable Disease Supervisor.

CT asked if this is a certified peer position.

CCA stated that there is not a certification process. They report to the Communicable Disease Supervisor and they work with the Human Services Specialist.

RK asked where the Peer Outreach worker fits within our programs.

CCA stated that it is through our HIV grants. These grants target very specific populations. The Peer Outreach worker is usually in that population and knows how to reach people and how to let them know about our services.

RK asked what liabilities do we have? Section thirteen in the contract says indemnify and hold harmless but anyone can sue anyone. Are we protected enough?

Trevor Sierra (TS) stated that he went through the contract. He also looked at statute that grants tort immunity to units of government. Any kind of liability needs to exceed a threshold of willful and wanton negligence. That is a high bar.

Motion by Reece/Stadel for approval of contracts as presented.  
Motion carried.

- C. CR presented C and D for consideration. These represent the recommendation of Ms. Hancock and CR to enter into agreements from March 1, 2019 through December 31, 2019 with the Center for Human Services in a contract recommended by CR and reviewed by legal for Psychiatric Services and the same in D for Emergency Crisis Intervention Services for the same period of time.

Motion by Schafer/Tello to allow the McLean County Board of Health President to enter into an agreement, for the period of March 1, 2019 through December 31, 2019, with the Center for Human Services, in a contract recommended by the Health Department Administrator and reviewed by legal counsel, for Psychiatric Services.  
Motion carried.

HE stated that she would like to see the contracts. She asks that at the point the contracts are ready that they would be made available to the BOH

JB acknowledged that these contracts will be much more prescriptive than previous contracts. She stated that if anyone wishes to read and review the actual language, the contracts can be made available to them before they are executed.

CT noted that as a community we need to make sure that these services are funded appropriately in the future as well. The community needs a bigger vision to insure the sustainability of these programs.

**D.** Item D was presented as part of item C.

Motion by Schafer/Tello to allow the McLean County Board of Health President to enter into an agreement, for the period of March 1, 2019 through December 31, 2019, with the Center for Human Services, in a contract recommended by the Health Department Administrator and reviewed by legal counsel, for Emergency Crisis Intervention Services.  
Motion carried.

**E.** Approval of Vehicle/Local Travel Allowance for Health Department Administrator.

Motion by Reece/Kohlhase to approve a vehicle/local travel allowance for the Health Department Administrator.  
Motion carried

**10.** Other

RK asked what should BOH members say if members of the public that ask how the food code will help protect them.

TA stated that the main reason the FDA code was adopted was that it was a risk-based code. Violation items within the inspection process are based upon priority foundation or core violations. Priority foundation violations are those that are directly related to food borne

illnesses. CDC and FDA have spent many decades tracking food borne illnesses throughout the country. They have identified specific practices within the food industry that always lead to food borne illness: handwashing, lack of temperature control. Priority foundation are processes like education that don't necessarily lead to a food borne illness, but left unchecked they can contribute also and develop into a priority violation. Core violations are basic housekeeping violations: keeping floors cleans, lights on.

CR suggested a shorter sentence: The new FDA code helps us protect and promote health by focusing inspections on core contributors of food borne illnesses.

RK stated that he is also concerned about the elevator situation. One of the two elevators has been out for quite a while. Is the repair of the elevator going to come out of reserves from the Health Department?

CR stated that the Health Department will have to contribute to some of the cost of those repairs. The elevator bills are shared with other tenants of the buildings.

RK asked if the Health Department has a reserve for those types of repairs.

CD stated that we have a reserve, but it is not budgeted in this year's budget. She believes it will be built into 2020 budget.

CR clarified that we will not have to wait until 2020 for the repair.

JB highlighted that the American Public Health Association has a track on governance. Members will receive an email from American Public Health. This will allow members to access information from the American Public Health Association site.

## **11. Adjourn**

Motion by Schafer/Stadel to adjourn at 6:54 PM.

Motion carried.