



The McLean County Board of Health
Wednesday, September 14, 5:30 p.m.
McLean County Health Department, Room 324
200 W. Front Street
Bloomington Illinois 61701
IN-PERSON

MINUTES

1. Call to Order: 5:30 p.m.

2. Roll Call

Members Present: Carla Pohl, Cory Tello, Hannah Eisner, Robert Kohlhase,
Scott Hume, Sonja Reece, Susan Schafer, Liza Yambay

Members Absent: Dameron Beverly

Staff Present: Jessica McKnight, Amy Brooke, Marianne Manko, Tom
Anderson, Kim Anderson

Others Present: Craig Nelson

3. Public Participation: None

4. Approve Minutes: August 10, 2022, Regular Meeting

Motion by Reece/Hume to approve the minutes of the August 10, 2022, Regular
Meeting.

Motion carried. Carla Pohl abstained.

5. Consent Agenda

A. Bills to be Paid

		August 2022
Dental Sealant	0102	\$25,765.76
WIC	0103	\$7,494.11
Preventive Health Program	0105	\$2,388.35
Family Case Management	0106	\$22,914.56

AIDS/COMM Disease Control	0107	\$31,553.63
Health Department	0112	\$181,553.63
Total		\$271,990.39

Motion by Schafer/Tello to approve the consent agenda.
Motion carried.

6. Informational Items

A. McLean County Health Department website update

Carla Pohl (CP) referred members to the memo in the packet regarding the website update.

Robert Kohlhasse (RK) addressed two questions to Craig Nelson (CN), Director of Information Services. How much of a cost reduction will be seen by combining the Health Department website with the County's website? What is the history of why there are two separate websites?

CN shared that the Health Department was prepared and budget ready to move to a new website before the County was prepared. They chose to go with CivicPlus. Approximately a year and a half later, the County was prepared. They also decided to go with CivicPlus. Merging the two sites will save \$10,000 annually for the Health Department. The Health Department will contribute, on a prorated basis, to the County's website cost. He noted that money is being saved by having designated internal people work on the migration to the new site.

CN anticipated that the new site would be live in November or December.

In response to a question from CP, CN confirmed that the Health Department would remain able to maintain its content on the site.

Sonja Reece (SR) asked if the web address would remain the same.

CN stated that people could use the same address, and the site would automatically redirect to the appropriate address. Additionally, the site should be easier to use, and there will be consistency across the County. The consistency across the County site will assist with ADA concerns.

7. Committee Reports

A. Behavioral Health Coordinating Council (BHCC)

SR expressed appreciation for the new BHCC director's (Kevin McCall) involvement in the committee.

SR shared that two people gave virtual presentations. Scott Block from the

Administrative Offices of Illinois Courts (AOIC) is the statewide Behavioral Health (BH) Administrator. This presentation included the following information:

- They are working to make medical access to recovery support for those with substance abuse issues available within twenty-four hours.
- The 988 system is active, and contacts have gone up to 80%.
- The three-pronged approach of 1) someone to call, 2) someone to answer, and 3) somewhere to go was stressed.
- The Community Emergency Support Act is directing us to determine the correct response should be. Is it the police? Is it Behavioral Health? Is it both? Eleven areas in Illinois are working hard on the issue to be able to provide guidance.
- Work is being done to provide behavioral health assistance before and in conjunction with pretrial services.
- 1100 behavioral health beds are being managed through Intercept III.
- He discussed the Illinois Opioid Remediation Advisory Board.
- Children's Behavioral Health is a huge issue. Thirty judges have volunteered to work with children with problems that land them in the court system.
- He noted that McLean County has court and providers working together.

SR recognized that Amy Hancock (AH) attends each BHCC meeting. She is pleased with AH's participation.

Jesse Sieger-Walls from Tri-West gave the second presentation. He shared the following information:

- Tri-West looked at how the County is managing our Behavioral Health world.
- There was an emphasis on what is realistic, feasible, and practical.
- The need for someone to call, someone to answer, and somewhere to go was echoed from the previous presentation.
- Service is especially critical for children and youth since we do not have residential treatment for children in the County.
- The Triage Center has been the County's effort to provide a place to go instead of jail. However, there has been a lack of community awareness about the Center, confusion regarding who can access services there, and a lack of transportation. Additionally, providers are unaware of the Triage Center.
- The need for a high-level tracking system to know who clients are and where they will be served is necessary. This is regardless of who is paying for the services. One center is needed to address these questions.
- Housing is an additional issue. Evictions are a massive issue for people with mental illness. An eviction means another layer of having nowhere to go.

Susan Schafer (SS) shared her work with the National Association of Counties (NACo). They anticipate a report from AOIC/Supreme Court. She noted that Scott Block is well-versed in behavioral health issues. She pointed out that he mentioned management of Intercept 0-3 but did not mention levels 4-5. Levels 4-5 are re-entry.

SS highlighted information in Jesse Sieger-Walls' presentation that Chestnut is working to reestablish the Crisis Rehabilitation Unit.

SS reported that a Contract for the Center for Human Services (CHS) would go to the entire board tomorrow. The contract involves CHS's acquisition of management of the Triage Center. Furthermore, she reiterated the challenge of not having more youth services.

Cory Tello (CT) shared that the Center for Youth and Family Solutions received a sizeable grant. Stephanie Barisch will oversee the program Pathways to Success. It covers youth who are Medicaid-eligible.

Scott Hume (SH) asked if other communities have Triage Centers.

SS shared that Administration staff visited a Chicago center several years ago. They had difficulty getting law enforcement to drop people off at the center until they made a concerted effort to reinforce the idea with law enforcement. They have now opened a second Triage Center.

SS and Hannah Eisner (HE) spoke about initial ideas of having the Triage Center attached to a hospital or jail. However, there were concerns that people would be afraid of utilizing a Triage Center attached to either for fear of being hospitalized, jailed, or just being uncomfortable next to the jail.

CT noted that CHS would be able to use staff collectively. The Crisis Team could be used at the Triage Center or for mobile situations.

RK asked if there would be physical changes made to the Triage Center.

SS stated that they wanted some minimal structural changes.

B. Mental Health Advisory Board (MHAB)

CT shared that the next MHAB meeting will be on October 7, 2022.

C. County Board

SS stated that County Board members would receive the entire budget at the County Board meeting. The Health Department budget will be addressed in

October. Additionally, she expects the new State's Attorney to be announced at the County Board meeting.

D. Behavioral Health Policy and Funding Committee

HE stated they had not met since the last Board of Health meeting. She raised the issue of funding some of the same programs since 1989. Considering CHS taking over the Triage Center may be an issue to examine. CHS will now be getting tax money and money from the Health Department.

The next meeting is on September 23, 2022.

8. Health Department Administrator's Report

A. General Report

1. CY23 Budget Presentation

CT complimented the work that the staff is doing to reach strategic goals.

RK remarked on the work the Public Affairs Coordinator is doing. He appreciated the effort to ensure that the Health Department is a well-known resource. He particularly liked the regular spot on WJBC and other media coverage.

RK complimented the innovation of having a Breast-Feeding Room at the County Fair. He asked about information from the Maternal Child Health Report about younger teens and pregnancies.

Kim Anderson noted that Better Birth Outcomes (BBO) staff work to keep the girls in school. Through BBO, they receive more intensive case management.

RK and CT asked if there were any preventative measures through the Health Department. CT spoke about a program through District 87 for teen mothers.

Jessica McKnight (JM) presented the budget for CY'23. (Copies of the PowerPoint slides are attached to the minutes).

JM shared that the slides contain updated numbers so that the numbers will differ from those in the board of Health members' budget books. The updated numbers come from the compensation study.

The total budget is \$9,194,893. This is a decrease of \$447,612. The drop is related to COVID response money in the 2022 budget. The budget reflects \$208,000 from our Fund 112 fund balance. Amounts budgeted from Fund Balance in all but Funds 0102 (Dental) and 0112-62 (Personal Health Services) increased based on the preliminary information from the compensation study

provided by County Administration. Additional fund balances will be used if needed and requested by the County Board.

The budget includes 86.47 positions. It adds 4.2 FTEs: three Disease Intervention Specialists and a Family Engagement Specialist. The budget contains nine full-time vacancies and one part-time vacancy.

Items presented during the budget discussion:

- Most revenue sources remained the same or saw a slight increase. For example, the AOK grant increased with the specification that it is used for a Family Engagement Specialist. One of the Family Engagement Specialist's duties will be to promote our services and connect people to our programs. This position has been filled. The grant money for the position began with the State Fiscal Year. CT noted that Family Engagement Specialists are also being used in the school systems.
- In Community Health Services, Emergency Preparedness decreased slightly from last year. Funding for HIV saw a slight increase. Some money from the COVID Crisis is funding three Disease Intervention Specialists. Currently, they remain focused on COVID. They are also learning about other communicable diseases, and they can be used to assist with different types of outbreaks.
- Fund 107 is the Vector Surveillance Grant. The grant increased slightly due to a bird testing positive for West Nile Virus. The grant covers the cost of an intern and a small amount of a sanitarian.
- Money for grants for the Developmentally Disabled is funded through property tax. CT asked if they had requests above the levied amount. JM will find out.
- The Board of Health approved the permit fees for Environmental Health in August. Revenue for well permit fees is being kept at the historical level. Based on historical levels, the budget reflects less than a 3% increase in septic and food fees. Tom Anderson (TA) staff inspects 866 food establishments throughout the County.
- Items included in the Administration and Vital Records Fund include schooling and conferences not covered by grants, letterhead, printed forms, and software for security cameras in the halls.
- The budget assumes a flat tax rate.
- Most employees are distributed across multiple funds.

- Some uses of fund balance include the purchase of car seats and pack-and-plays for clients and assistance with funding mental health first aid trainings and materials for trainings.
- Employee costs are billed to the grants before using the fund balance. Vacancies decrease the amount of the fund balance that needs to be used each year. We cannot predict vacancies. The budget is built on the assumption of full FTE utilization.
- Adjustments to salaries because of the salary study are projected to be covered by the fund balance. Per the request, a copy of the updated budget worksheets will be sent to the Board members.
- Members discussed the possibility that the County Board will ask that more than \$208,000 of the Fund 112 fund balance be used.
- The County Board is looking at fund balances. Some on the County Board may see a four million fund balance as excessive. There may be a push to lower the tax levy and use more fund balance money. SS discussed the recent reduction in the tax levy from \$300,000 to \$30,000 for the Illinois Extension Program. Should levies be lowered to use up reserves? Members agreed that a long-term view was needed. SS was asked the amount that the County Board wanted to see the Health Department's fund balance decrease. SS stated that there wasn't a firm number. She said some County Board members want to see it decrease by \$500,000 - \$700,000.
 - JM expressed her willingness to use a larger amount of the fund balance if directed to do so.
- Members voiced concern over a possible lowering of the tax levy. Once the levy is reduced, if it needs to be raised again, what will need to happen? CT pointed out that Behavioral Health needs continue to rise. Would a campaign be necessary?
- How much of a fund balance is too much? Members discussed that the fund balance is a yearly issue. However, there has been no guidance as to an appropriate amount to have in reserve. Additionally, money from the fund balance that might have been used over the last two years wasn't used due to COVID funding. Another contributing factor is unfilled positions. Those positions are in the budget, but when they are not filled, the money from the fund balance is not needed to cover them.
- Changes to the budget based on the salary study were discussed. JM indicated that County Administration put in salaries and fringe.

Currently, we do not know what that breaks down for each person. SS indicated that the salary study would be presented to the Finance Committee on October 5, 2022. The Health Committee meets on October 6, 2022. HE asked for the salary pages of the budget.

RK asked for clarification on what the Board of Health would vote upon. Are they voting to approve the programs and general structure? What could change with what is approved at the Board of Health level?

HE expressed concern about the lack of guidance regarding a reasonable fund balance. There is a methodical way of reducing fund balance. In the scenario of passing the budget tonight, someone else could require that additional money be spent without it returning to the Board of Health for approval.

CT stated that it is important to be fiscally responsible and meet the needs of the public. She noted that there are items on which the fund balance cannot be spent. She suggested examining the strategic plan and areas where the fund balance might be used to further the plan. For example, there are huge health disparities. Is there a way of doing more community outreach? Have we thought about what that would look like?

Liza Yambay (LY) mentioned the need to find trends. Finding trends can help predict what will be needed in the next ten years.

SR noted that this is a yearly issue. She suggested discussing the fund balance in depth in January or February. This would prepare us to lay out our best plan for the fund balance during the next budget preparation cycle. It is a conversation that needs to be discussed in a clear-eyed timeline.

CP stressed the importance of meeting the needs of the community. She acknowledged that SS is our representative on the County Board. However, each Board of Health member has an additional representative on the County Board. You have a voice as a constituent. County Board members may be contacted.

HE stated that JM had done a great job without the availability of detailed information. HE pointed out that the levy is \$312,00 more than last year.

RK suggested moving this to an action item. He summarized that the concern is a significant change in what the County Board believes the 112 funds should be used for. A basis to justify that has not been presented. It was an unusual year having other funds come in. he is prepared to go forward and approve this budget concept knowing there will be changes. He asked SS to represent the Board of Health's voice with the County Board.

SS pointed out that the tax levy went up because the EAV (Equal and Assessed Value) went up 6.5%. That is based on a three-year average. If they had only used a one-year, it would have been 24%. She anticipates that next year there will be another hefty EAV increase.

HE motioned to approve the total budget of \$9,494,893 and add \$300,000 to the line item for Mental Health Services.

CP clarified that this would increase the amount spent on mental health services from 1.4 million to 1.46 million (the actual amount is \$1,730,997).

Amy Brooke (AB) raised a point of procedure and expressed the concern of adding to the CY23 Budget when that was not part of the action item.

HE said that the agenda says the CY23 Budget and that amendments can be made.

9. Action Items

A. Approval of CY23 Budget

Motion by Eisner/Tello to add 300,000 to fund 112-60 line 706.002 Mental Health Services and approve a total budget of \$9,494,893.

Motion carried. SS opposed.

HE explained that this would increase the use of the 112-fund balance to \$508,000.

RK asked when the expenditures for the \$300,000 be approved.

HE expects them to be approved in October.

SR stated that would be a fast approval.

B. Approval of Aramark Service Agreement

Motion by Kohlhase/Reece to approve the Aramark Service Agreement.
Motion carried.

C. Approval of 2023-2025 Intergovernmental Agreement with Illinois

Department of Central Management Services for provision of influenza vaccinations

Motion by Reece/Hume to approve the 2023-2025 Intergovernmental

Agreement with the Illinois Department of Central Management Services for the provision of influenza vaccinations.

Motion carried.

D. Approval of the COVID-19 Specimen Collection and Courier Services Agreement

Motion by Reece/Tello to approve the COVID-19 Specimen Collection and Courier Services Agreement.

Motion carried.

E. Approval of the Statement of Work with CivicPlus

Motion by Schafer/Reece to approve the Statement of Work with CivicPlus.

Motion carried.

Marianne Manko reported that staff members nominated JM for the Athena Award. It is an award focused on employers who help to promote and develop women. There are three finalists this year. JM is one of them. It will be given by the Chamber of Commerce on October 5th. She stated that there were great comments from the employees.

10. Adjournment: 7:57 p.m.