KNOX COUNTY BOARD OF HEALTH
MINUTES OF MONTHLY MEETING
February 13, 2014
KNOX COUNTY HEALTH DEPARTMENT
1361 WEST FREMONT STREET
GALESBURG, ILLINOIS 61401

The Knox County Board of Health meeting was held on February 13, 2014. Jackie Turner called the meeting to order at 7:00 p.m. Present were Doug Gibb, Carol Scotton, Kimberly DeSutter, Bruce Bobofchak, D.D.S., Samuel Fox, M.D., Jeanne Harland, Kevin Satisky, MD, and Roland Paulsgrove. Also present were Heidi Britton, Administrator; Rhonda Peterson, Director of Family Health Services; Erin Olson, Director of Wellness Promotion; Kathy Crafton, Human Resource Manager; Mariah Bowen, In-Person Counselor; Rebecca Moss, Peace Corps Fellow; and Sam Jarvis, Director of Health Protection. Not present were: Cheryl Nache.

Guests: County Treasurer Robin Davis; Dr. Ayers, OSF; and States Attorney John Pepmeyer.

ADDITIONS TO AGENDA
Addition-Review of the 2013 Annual Report in Draft Form under New Business
Removal-New Mound System under Health Protection Services Report

MINUTES
A motion to approve the minutes of the January 9, 2014 meeting was made by Kim DeSutter and seconded by Doug Gibb; the motion was unanimously adopted by a voice vote.

REPORT OF OFFICERS
Treasurer's Report – Doug Gibb

Mr. Gibb stated that January’s numbers were reported at $76,006.57 with the actual being $81,517.87. The difference of $5,511.30 comes from the Supplies, Utilities, Snow Removal, Client Services, Travel, Website Hosting, Postage, Legal Services, Equipment Repairs, Advertising, and IT Services. Ms. Britton introduced County Board Member Roland Paulsgrove, who was sitting in for Cheryl Nache. A motion to approve the treasurer’s report was made by Jeanne Harland and seconded by Samuel Fox, M.D.; the motion was unanimously adopted by a voice vote.

President’s Comments-Jackie Turner

Ms. Turner welcomed Roland (Rollie) Paulsgrove to the meeting.

Administrator’s Report – Heidi Britton

Ms. Britton began her report by introducing all of the guests in the room and thanking them for attending the meeting. She also remembered Terry Haywood, a Governance Board member who had recently passed.

Ms. Britton reminded the Board of the Service Area Competition Grant that was submitted last month. The grant was sent back with correction opportunities. Ms. Britton informed the Board of the intent to reapply for this grant, as the kickback received was not uncommon for young FQHCs.

Ms. Britton reported to the Board that Knox Community Health Center had received notice of the Federal Tort Claims Act (FTCA) award. The Health Center had applied for FTCA in December, in order to provide malpractice insurance for providers through the Federal Government. Ms. Britton informed the Board of the current $15,000.00 cost of the current malpractice insurance. Receiving this grant eliminates the majority of this cost, with only minor gaps to fund which are being reviewed currently by attorneys.
Ms. Britton presented the Service Area Competition-HRSA-14-116 to the Board as an action item for re-submission. The Board reviewed their meeting packet, focusing on changes to budget and patient population regarding this grant. Ms. Britton also noted narrative changes based upon corrections made. A motion to approve the submission of the corrected Service Area Competition-HRSA-14-116 was made by Samuel Fox, M.D. and seconded by Bruce Bobofchak, D.D.S.; the motion for approve was unanimously adopted by a voice vote.

**Family Health Services Report – Rhonda Peterson**

None.

**Health Protection Services Report – Sam Jarvis**

Mr. Jarvis informed the Board about the recent Henderson Boil Order. Unusually low January temperatures had caused Henderson to suffer a water main break, which resulted in a 20 day boil order. KCHD launched an investigation and partnered with community officials to inform and provide updates for the citizens affected. Mr. Jarvis noted the assistance provided from Quality Inn, who offered showers to the Henderson citizens. Ms. Britton reminded the Board of the Rural Tour that had been completed in the past, which may be necessary to repeat, as the Henderson boil order brought forth opportunity for improvement regarding KCHD assistance when boil orders are announced. Mr. Jarvis answered Board questioned and stated that no illnesses had been reported as a result of the boil order.

Mr. Jarvis reported to the Board about the OSF St. Mary Medical Center’s Heart Health Fair that KCHD had recently participated in by providing cholesterol screenings during the event. He closed by congratulating OSF on the impressive turnout of 200 participants.

**Wellness and Health Promotion Report – Erin Olson**

Ms. Olson introduced Mariah Bowen, In-Person Counselor, to the Board. Ms. Bowen provided the Board with an informational In-Person Counselor update. Ms. Bowen explained the basics of the health insurance Marketplace, and she informed the Board that there were 46 days left of open enrollment into it. KCHD has many community partners who assist in informing the public about the Affordable Care Act, such as Jim Jacobs of the Progressives. Ms. Bowen reported numbers at 160 Medicaid applications and 66 enrollments in the Marketplace. A mass mailing to 1000 people had also been completed, with more of these mailings in progress. Ms. Bowen discussed past and present barriers, as well as solutions to these obstacles. Ms. Britton assisted in answering Board questions regarding the funding and staffing of the In-Person Counselor program. Ms. Bowen closed by informing the Board that there are many success stories thus far as work continues to get Knox County covered.

Ms. Britton introduced Becky Moss, who gave the Board a presentation about Quality Improvement. Ms. Moss had previously accepted the role of coordinator of the Quality Improvement Grant received in September 2013. Ms. Moss described three main Quality Improvement goals to be obtained by 2016. The first of these goals is to have KCHC recognized as Meaningful Use compliant. The second of these goals is to have KCHC recognized as a Patient Centered Medical Home (PCMH). The final of these goals is to have KCHC operating within a culture of continuous quality improvement and patient-centered care. Ms. Moss further defined the terms of these goals and entertained questions from the Board with the assistance of Ms. Britton. Each department within the health department is responsible for a quality improvement project, all of which were outlined for the Board.

**OLD BUSINESS – Heidi Britton**

None.

**NEW BUSINESS – Heidi Britton**

Ms. Britton presented the Professional Liability Insurance Renewal to the Board for approval. This insurance provides coverage for our providers and is effective February 1, 2014. Ms. Britton discussed premium costs and informed the Board that there were no policy changes. There was lengthy Board discussion on this topic. A motion to approve the renewal was made by Kim DeSutter and seconded by Carol Scotton; the motion was unanimously adopted by a voice vote.
Ms. Britton informed the Board that HRSA had announced new moneys available for behavioral health services integration. Ms. Britton summarized the grant opportunity. One behavioral health counselor would be needed on staff as patients would complete initial depression screenings, see the on staff counselor briefly, and be referred to appropriate professionals as needed. Ms. Britton expressed the need for Board support in pursuing this grant. A motion to approve the pursuit of Mental Health Service Expansion was made by Doug Gibb and seconded by Jeanne Harland; the motion was unanimously adopted by a voice vote.

Ms. Britton presented the 2014 Sliding Fee Scale, as well as the policies for implementing these fees to the Board. The Sliding Fee Scale and policies are changed annually according to the Federal Poverty Level fluctuations. A motion to approve the 2014 Sliding Fee Scale was made by Carol Scotton and seconded by Samuel Fox, M.D.; the motion was unanimously adopted by a voice vote.

Ms. Britton presented the 2013 Annual Report Draft to the Board for consensus. A brief discussion regarding the distribution of this material took place, but would be further addressed at a later date. A motion to approve the draft was made by Samuel Fox, M.D. and seconded by Bruce Bobofchak, D.D.S.; the motion was unanimously adopted by a voice vote.

**COUNTY BOARD LIAISON REPORT – Cheryl Nache**

Rollie Paulsgrove represented Cheryl Nache from the County Board at the Board meeting. Mr. Paulsgrove inquired about grant research and application, as well as expressed his gratitude for the opportunity to attend the meeting.

**COMMENTS FROM VISITORS**

None.

**EXECUTIVE SESSION**

At 8:20 p.m. a motion to go into executive session was made by Carol Scotton and seconded by Jeanne Harland followed by Roll Call vote of Jackie Turner, Doug Gibb, Carol Scotton, Kimberly DeSutter, Bruce Bobofchak, D.D.S., Samuel Fox, M.D., Jeanne Harland, Kevin Satisky, M.D., and Rollie Paulsgrove. At 9:16 p.m. a motion to return to general session was made by Kim DeSutter and seconded by Carol Scotton followed by a Roll Call vote of Jackie Turner, Doug Gibb, Carol Scotton, Kimberly DeSutter, Bruce Bobofchak, D.D.S., Samuel Fox, M.D., Jeanne Harland, Kevin Satisky, M.D., and Rollie Paulsgrove.

**ADJOURNMENT**

A motion to adjourn was made by Kim DeSutter and seconded by Samuel Fox, M.D.; the motion was adopted unanimously by a voice vote at 9:16 p.m.