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

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

Guests: Farm Bureau Representative Bea Bewly

ADDITIONS TO AGENDA

Line item adjustment.

MINUTES

A motion to approve the minutes of the February 13, 2014 meeting was made by Bruce Bobofchak, D.D.S. and seconded by Carol Scotton; the motion was unanimously adopted by a voice vote.

REPORT OF OFFICERS

Treasurer's Report – Jackie Turner

In Mr. Gibb’s absence, Ms. Turner reported a line item adjustment of $69,000.00 for FQHC training that was transferred within budget. A motion to approve the line item adjustment was made by Carol Scotton and seconded by Jeanne Harland; the motion was unanimously adopted by a voice vote.

Ms. Turner stated that February’s numbers were reported at $51,852.13 with the actual being $62,486.67. The difference of $10,634.54 comes from D&O Insurance, Supplies, Travel Expenses, Contact Agreement, Advertising, Teen Pregnancy Speaker Fee, Billing Fees, Equipment Repairs, Vaccine, and Pest Control. A motion to approve the treasurer’s report was made by Kim DeSutter and seconded by Bruce Bobofchak, D.D.S.; the motion was unanimously adopted by a voice vote.

President’s Comments

None.

Administrator’s Report – Heidi Britton

Ms. Britton began her report by updating the Board on the Quality Improvement Plan. There are currently four teams throughout KCHD working on Quality Improvement projects with the deadline approaching in May. Becky Moss will report two months of collected data in the April, 2014 Board meeting. A Quality Improvement plan has been created by the Quality Improvement Council which was appointed by the Board in January, 2014. Laurie Call, Director, Center for Community Capacity Development from the Illinois Public Health Institute, has been assisting the Quality Improvement Council in their success. The Quality Improvement Plan must be approved by the Board in May, 2014. At the April, 2014 Board meeting, members will be provided with a draft of the Quality Improvement Plan in order to give feedback and make suggestions. Prior to review, the draft will circulate around the KCHD and be approved by all staff as well. Ms. Britton encouraged Board members to share comments before final approval in May, 2014.

Ms. Britton updated the Board on the We Choose Health Grant. Ms. Britton announced that two weeks ago, funding
had been cut for the program. The grant provided KCHD with $144,000.00 where the Health Department is a lead agency for the four county initiative: Fulton, Mason, and McDonough County. The We Choose Health Grant provides four different strategies to better the community including work site wellness, complete streets, smoke-free public places, and safe routes to school. Staffs working on the strategies are expected to make them more sustainable within the community over the next three years. CDC, who provides the grant, is anticipating providing other moneys to the Knox County Health Department in replacement of the We Choose Health Grant. Ms. Britton reported that there are currently three employees who are .5% income based on the grant. One of them is the Knox Corps Fellow and will be resigning for Graduate School in May, 2014, leaving the KCHD with only two .5% employees paid by the grant. The grant will continue throughout September, 2014 while Erin Olson, Director of Wellness Promotion, and Ms. Britton will work towards stabilizing the four strategies.

Family Health Services Report – Rhonda Peterson

Ms. Peterson reported that Adult Dental Day will be held Friday, May 2, 2014, located in the Annex Building. Eight dentists will be available on site. Patterson Dental will also provide a service technician for the day in order to make sure everything stays up and running. In 2012, Adult Dental Day served around 145 patients. Patients arrive and go through the process of health history, x-rays, triage, dental examination, dental work, to recovery. An ICS system will be used throughout this process. A demobilization crew will be present in order to gather supplies at the end of the day and return them to KCHD. This makes it possible for staff and volunteers to complete their day at a reasonable time.

Health Protection Services Report – Sam Jarvis

Mr. Jarvis reviewed the Local Health Protection Program. Part of the Local Health Protection Grant Review took place last month. The Regional Program Supervisor came to the KCHD to review files to make sure the Health Protection staff is in compliance with the proper codes. On March 14, 2014 the food program will also be up for review. Mr. Jarvis stated that he will ultimately hear back in the fall.

Mr. Jarvis reviewed the Public Health Associate Program Grant with the Board. The grant was applied for in February. It is a CDC funded program that places a CDC associate at the KCHD for two years. When the application is accepted, CDC will match an associate that fits the work plan that was submitted. Notice will be given in July, 2014.

Wellness and Health Promotion Report – Erin Olson

Ms. Olson gave a review of the Health Insurance Marketplace. Open enrollment ends March 31, 2014 and staff is very busy working towards getting community members signed up. Between the FQHC and Public Health divisions, there are currently five people assisting residents in the county. In-Person Counselors are available for assistance at the Court House Monday and Wednesdays all day long, the Library Tuesday and Thursday nights, Saturday March 22 from 9 a.m. to 3 p.m., and Monday March 24 from 8 a.m. to 8 p.m. Residents are welcome to make an appointment or to walk in during these hours. Ms. Olson then reviewed totals with the Board. Since November, over 1,000 people have been assisted with the Affordable Care Act. Two hundred and seventy five people have been assisted with Medicaid Enrollment. One hundred twenty applications have been started for the Marketplace and seventy five have been submitted via IPC’s. Combined, 1,150 residents have been aided through outreach events. Ms. Olson answered questions with the help of Ms. Britton to close the subject.

OLD BUSINESS – Heidi Britton

Ms. Britton discussed the Alcohol and Drug Policy that was presented to the Board in February, 2014. A motion to approve the Policy was made by Bruce Bobofchak, D.D.S. and seconded by Kimberly DeSutter; the motion was unanimously adopted by a voice vote.

Ms. Britton discussed the Directors and Officer’s Insurance for the Governance Board. The issue had been presented at the Board’s previous meeting in February, 2014. An invoice of $3,351.00 was presented and reviewed. Ms. Britton answered questions and further explained the Directors and Officer’s Insurance. A motion to approve the Insurance was made by Kim DeSutter and seconded by Bruce Bobofchak, D.D.S.; the motion was unanimously adopted by a voice vote.
NEW BUSINESS – Heidi Britton

None.

COUNTY BOARD LIAISON REPORT – Cheryl Nache

Ms. Nache was pleased with the acceptance of the Alcohol and Drug Testing Policy.

COMMENTS FROM VISITORS

Bea Bewlry of the Farm Bureau expressed his appreciation for the Board and stated that he did not realize the members dealt with such complicated issues.

EXECUTIVE SESSION

None

ADJOURNMENT

A motion to adjourn was made by Kimberly DeSutter and seconded by Bruce Bobofchak, D.D.S.; the motion was adopted unanimously by a voice vote at 7:45 p.m.

Respectfully Submitted By Brittany Self

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