

MINUTES OF MONTHLY MEETING

July 13, 2017

Knox County Health Department

1361 W. Fremont St.

Galesburg, IL 61401

The Knox County Board of Health meeting was held on July 13, 2017. Bruce Bobofchak, D.D.S. called the meeting to order at 7:00 p.m. Present were, Doug Gibb, Kevin Satisfsky, M.D., DuRae Fletcher, Sr., Dan Harris, David Amor, and Elvith Santoyou-McNaught. Also present were Michele Gabriel, Administrator/CEO; Kathy Crafton, Director of Human Resources; Jerome Townsell, Director of Facility and Finance; Erin Olson, Director of Wellness and Health Promotion; Andrea Jacobs, Director of Operations; Catherine Ayres, Director of Family Health; and Izamar Garcia, Out-Reach Specialist. Not present: Carol Scotton and Samuel Fox, M.D.

Guests: Farm Bureau Representative.

ADDITIONS TO AGENDA

Quarterly Reports and HUD Grant, both under Administrator's Report.

APPROVAL OF MINUTES

A motion to approve the June 8, 2017 Minutes was made by David Amor and seconded by DuRae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

PRESIDENT'S COMMENTS – Carol Scotton

Dr. Bobofchak, D.D.S. introduced new Board Member Elvith Santoyou-McNaught to the Board, adding that the Board is happy to have a member from the Food Industry.

Dr. Bobofchak, D.D.S informed the Board that Doug Gibb, Carol Scotton, and DuRae Fletcher, Sr. have all been approved by the Knox County Board to serve another term on the Board of Health.

REPORT OF OFFICERS

Treasurer's Report – Doug Gibb

Mr. Townsell reported to the Board the June 2017 numbers as \$66,004.45, with tonight's numbers being \$84,221.10, a difference of \$18,216.65. Mr. Townsell went on to say the largest

expenses for the month was the purchase of Legal Services at \$7,250.00, Dental Supplies at \$3,009.05, Building Maintenance at \$2,901.87, Medical Supplies at \$1,700.00, and Advertising at \$1,477.00.

A motion to approve the Treasurer's Report was made by DuRae Fletcher, Sr. and seconded by Kevin Satsky, M.D.; the motion for approval was unanimously adopted by a voice vote.

Administrator's Report – Michele Gabriel

Ms. Gabriel updated the Board regarding the State of Illinois Budget saying the House and Senate recently overrode Governor Rauner's veto to pass a State Budget. The new budget increases the Individual Income Tax Rate to 4.95 percent and the Corporate Income Tax to 7 percent, which will provide the State with an additional 4.3 billion in extra revenue. Additionally, there were cuts to all State Agencies, as well as Colleges and Universities. All these changes went into effect on July 1, 2017. Ms. Gabriel continued saying that the Department of Human Services and the IDPH Budgets were both fully funded. The IDPH does not include Teen Pregnancy, but Family Case Management, WIC, IBCCP, Lead, Emergency Preparedness, West Nile Virus, Tattooing and Body Piercing, Tanning, and Safe Drinking Water were all funded. The Tobacco Funding was reduced from \$20,000.00 to \$10,000.00 and the Line Item for the Local Health Protection Grant increased by a million dollars, increasing our funding to \$114,156.00, which is an increase of \$6,156.00. This is the first increase to this Grant in ten years.

Ms. Gabriel informed the Board that the City of Galesburg will not be receiving any HUD Funding to help with the replacement of lead service lines throughout the City. In closing Ms. Gabriel stated she is anticipating working with the City to get future HUD Funding.

Ms. Gabriel informed the Board that the Community Health Center Quarterly Reports were included in their Packets for their review. There is also a Financial Report included that draws out the Community Health Center Finances and divides those Finances up between the Health Center, Dental Center, and Behavioral Health. Ms. Gabriel reminded Board Members that they can call her with any questions regarding the Quarterly Reports.

Ms. Gabriel updated the Board with the Staffing Report stating that two APNs have opted not to renew their contracts for another year. Currently Renee Elmer has assumed their schedules until we can hire one more APN for the Community Health Center.

Family Health and WIC Report – Catherine Ayres

Ms. Ayres updated the Board regarding the Farmers Market Kick-Off on July 10, 2017, saying that we have three WIC approved vendors that have agreed to setup their produce stands simultaneously Monday through Friday from 11:00 a.m. to 2:00 p.m. Ms. Ayres continued by

saying we are hoping to increase the percentage of WIC coupons used by our clients by providing access to fresh produce. Much advertising has been done to promote the Farmers Market to our clients, as well as the community.

Wellness and Health Promotion Report – Erin Olson

Ms. Olson updated the Board regarding the PHAB Site Visit scheduled for July 26 and 27, 2017, stating that Community Partners will be here to meet with the Accreditation Panel on July 26th and Board of Health Members have been invited to meet with the Panel from 10:30 to 11:30 a.m. on the 27th. We have been working on the National Accreditation Process since 2013 and it only includes the Health Department not the Community Health Center.

Ms. Olson informed the Board that we recently participated in the Children’s Healthy Community Wellness Event at the GHS Fieldhouse hosted by the Children’s Hospital of Illinois and the Mark and Jeanette Klein Pediatric Wellness Center. The 150 kids in attendance were given pedometers to track their steps as they worked their way through a number of games all with healthy topics.

Director of CHC Operations – Andrea Jacobs

Ms. Jacobs updated the Board with the Staffing Report saying we have hired Rachel Williams who will be working in full capacity as a Phyc-APN once she receives her State License. Beth Morenus, LCSW will be starting on July 24, 2017 as a Behavioral Health Counselor, making our Behavioral Health Department fully staffed.

Ms. Jacobs updated the Board regarding School and Sports Physicals saying we have rescheduled some physicals until Ms. Elmer returns from a medical mission trip, also we have set up July 27 and 28, 2017 to see Carl Sandburg College International Students that need Sports Physicals. In closing Ms. Jacobs stated we have Head Start children set to visit the Community Dental Center on July 24 & 26, 2017 to get their Dental Exams, which are required for preschool admission.

Ms. Jacobs introduced Izamar Garcia, Outreach Specialist to the Board who presented information about the upcoming Outreach activities that are scheduled in the Community Health Center. Ms. Garcia stated that National Health Center week is next month, August 13th through the 19th with an Open Houses scheduled on August 14th in the Community Health Center. The community will be invited to the Health Center to see all that we have to offer. August 16th will be Patient Appreciation Day where we will honor our patients with a banner saying “You are the key to our success.” Patients will also be able to initial a key outline that will be hanging under the banner. August 18th will be Staff and Board Member Appreciation Day with refreshments, a photo booth, and a Guess-the-Baby-Photo-Contest. In closing Ms.

Garcia informed the Board that Wednesday August 9, 2017 we will have a Children's Health Day where we are collaborating with the YMCA Youth Program to have activities planned for the kids, as well as free ice cream vouchers donated by McDonalds and Dairy Queen.

OLD BUSINESS – Michele Gabriel

Ms. Gabriel asked Board Members for their input on what types of things we can do as a Health Department and Community Health Center to better serve our community. Board Member discussion followed and several ideas were noted such as partnering with the Young Professional Organization, supplying the local hospital emergency rooms and Knox College with outreach material. Also mentioned was including information in the monthly Farm Bureau Bulletin and New Comers Packets. Ramping up our advertising through the Newspaper, Radio, and Social Media outlets, as well as changing the stigma regarding Health Departments being only for low income people.

COUNTY BOARD LIAISON

Mr. Amor updated the Board stating the new appointees to the Board of Health were approved at the last County Board Meeting. The 708 Board has been appointed, with members being approved and meetings taking place. In closing Mr. Amor stated all County Union Contracts have been approved except for the Knox County Nursing Home.

EXECUTIVE SESSION

At 7:50 p.m. the Board moved to executive session to discuss a Dept. of Labor investigation and a grievance. Doug Gibb made a motion to go into executive session seconded by David Amor; followed by a roll call vote of Bruce Bobofchak, D.D.S., Doug Gibb, Du Rae Fletcher, Sr., Kevin Satsky, M.D., David Amor, Dan Harris, and Elvith Santoyo-McNaught.

At 8:15 p.m. the Board moved to return to open session. Doug Gibb made a motion to return to open session seconded by Kevin Satsky, M.D.; followed by a roll call vote of Bruce Bobofchak, D.D.S., Doug Gibb, Du Rae Fletcher, Sr., Kevin Satsky, M.D., David Amor, Dan Harris, and Elvith Santoyo-McNaught.

ADJOURNMENT

A motion to adjourn was made by Du Rae Fletcher, Sr. and seconded by David Amor; the motion was adopted unanimously by a voice vote at 8:15 p.m.

Respectfully Submitted By: Pam Reiber

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