

KNOX COUNTY BOARD OF HEALTH MINUTES OF MONTHLY MEETING

April 11, 2019

Knox County Health Department

1361 W. Fremont St.

Galesburg, IL 61401

The Knox County Board of Health meeting was held on April 11, 2019. Kevin Satisfsky, M.D. called the meeting to order at 7:05 PM. Present were Kevin Satisfsky, M.D., Bruce J. Bobofchak, D.D.S., DuRae Fletcher, Sr., and Carol Scotton. Also present were Michele Gabriel, Administrator/CEO, Wil Hayes, Assistant Administrator, Jerome Townsell, Director of Facility & Finance, Erin Olson, Director of Wellness & Health Promotion, Sarah Willett, Licensed EH Practitioner, and Morgan Lantvit, Administrative Clerk. Not present: Dan Harris, Doug Gibb, Elvith Santoyo-McNaught, Robert Bondi, Samuel D. Fox, M.D.

Guest: Farm Bureau- Lori Engel and County Board Chair- Pam Davidson

BUSINESS MEETING

Approval of Minutes

A motion to approve the March 14, 2019 Board of Health Meeting Minutes was made by Bruce J. Bobofchak, D.D.S. and seconded by DuRae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

Treasurer's Report – Jerome Townsell

Mr. Townsell then informed the Board of the Payment of April 2019 Bills. The numbers originally at \$199,759.60, with tonight's numbers being \$284,747.36, a difference of \$84,987.76. Mr. Townsell went on to say the largest expenses being LIHEAP at \$52,470.15, Equipment at \$10,666.00, Training/Travel at \$5,804.18, Audit Services at \$3,975.00, Dental Supplies at \$3,914.95, Medical Supplies at \$1,930.35, Vaccine at \$1,904.46, Client Services at \$1,450.39, Equipment Repairs at \$807.24, Tank Rentals at \$740.00, Advertising at \$596.94, Outreach Supplies at \$296.70, Office Supplies at \$273.78, Radio Services at \$100.00, Background Checks at \$30.00, and Shipping at \$27.62. A motion to approve the Payment of the April 2019 Bills was made by Carol Scotton and seconded by Bruce J. Bobofchak, D.D.S., with Pam Davidson abstaining; the motion for approval was unanimously adopted by a voice vote.

Mr. Townsell enlightened the Board of the Financial Statements for period ending March 31, 2019.

PUBLIC HEALTH ADMINISTRATOR'S REPORT – Michele Gabriel

Ms. Gabriel informed the Board of the Food Program Fee Review. Our fees are low compared to other counties around us. Our fees also haven't been reviewed in at least 10 years. We will be looking at all fees like permit renewals, follow up inspections, seasonal permits, etc.

Ms. Gabriel then informed the Board of the Board of Health Bylaw Review. The Board members were asked to individually review the Bylaws and send any thoughts or changes to them they had to Dr. Satsky and Ms. Scotton, as they formed a committee to keep track of the changes and come to a consensus.

Ms. Gabriel enlightened the Board of the CHC Funding Opportunities. The two grants HRSA sent out were the Oral Health Infostructure and Integrated Behavioral Health Service. The Oral Health Infostructure grant is due May 21st and will start September 1. The grant can help us update any of our dentistry equipment like the x-ray equipment. We can also see if the grant will help pay for the new Electronic Health Record (EHR). The Integrated Behavioral Health Service is due May 13th and will start September 1. This will help with our Substance Disorder program that we are starting and be able to hire a care coordinator. The care coordinator will be able to call patients to check on them and make sure they show up to appointments and assist any patient's personal needs.

Ms. Gabriel informed the Board of the 1st Quarter Business Plan Reports. This plan is given out quarterly to Governance Board and Board of Health. There is significant work going on to work on Accounts Receivable, A/R. There have been some billing errors like codes dropping off claims, so they have been getting denied by Medicaid, so they get rebilled, and then denied as duplicates. Excess money on A/R and is immediately wrote off so it is not inflated, and now some of the Greenway staff is not writing off the full excess amount so our A/R is artificially inflated. This plan also highlights the cost per patient, cost per visit, and shows revenue for different programs. The Department wants to rely less on grant revenue and have it around 30% of program revenue, when it's currently at 50-60%. Looking for patient numbers to go up which will bring up our own revenue.

DIVISION DIRECTOR REPORTS

Ms. Willett then informed the Board of the Food Program Update. From January until April 11th, there were 349 routine inspections and 92 follow-up inspections that had violations that couldn't be fixed on site. There is more time spent on these first inspections due to them being the first time using the new code. The biggest change with the new inspection code is there is

not a score for 0 to 100. Instead, there are 'Food Borne Illness Risk Factors', that determine how many risk factors an establishment has.

POPULATION HEALTH MANAGEMENT REPORTS

Ms. Olson informed the Board of the 2019 RWJ County Health Rankings. These public health rankings started in 2011. The different counties are ranked on things like obesity, behavioral health, smoking, access to care, etc. The Department is in 80th out of 102 counties. The Department is looking to explore and make better our adult smoking, obesity, and STI's. These rankings look at the county as a whole.

WORK SESSION

Ms. Gabriel enlightened the Board of the Illinois Minimum Wage Increases & Salary Schedule. The Department are looking to adjust both the salary schedule and the existing staff salaries.

OLD BUSINESS – Wil Hayes

Mr. Satsky informed the Board of the Re-Appointment of Dan Harris to Board of Health. A motion to approve the Re-Appointment of Dan Harris to Board of Health was made by Bruce J. Bobofchak and seconded by DuRae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

BOARD MEMBER COMMENTS

Dr. Bobofchak suggested to the Board that Board of Health meetings start at 6:30 instead of 7 PM. Mr. Fletcher thanked Ms. Olson for coming out to the Regional Management Meeting and gave a presentation on the LIHEAP Program and received a lot of good feedback.

ADJOURNMENT

A motion to adjourn was made by Pam Davidson and seconded by Carol Scotton, the motion was adopted unanimously by a voice vote at 8:55 PM.

Respectfully Submitted By: Morgan Lantvit
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