

BOONE COUNTY BOARD OF HEALTH
October 29, 2018
Approved Minutes
Boone County Department of Public Health

Members Present: Jim Cox, Barbara Thrun, Marshall Newhouse, Sherry Branson, Meredith Williams, Dr. Pumilia, Dr. Corcoran, Dr. Phoenix, Jen Jacky

Excused and not in Attendance: Kyle Marcussen

Not Excused and not In Attendance: Dr. Lendman

Guests Present: Dan Streed & Bill Pysson

Staff Present: Amanda Mehl, Ellen Genrich, Kari Kampen, & Chris Elias

Jim Cox called the meeting to order at 12:02 p.m.

A motion was made by Marshall Newhouse and seconded by Dr. Phoenix to approve the agenda for October 29, 2018. Motion carried.

Sherry Branson asked that the agenda be amended to combine the Groundwater Contamination Risk Letter agenda item with the Comprehensive Plan Update agenda item and that she speak on this topic. All were in favor, none were opposed. Motion carried.

Approval of Minutes: A motion was made by Jen Jacky to approve the meeting minutes from October 1, 2018. The motion was seconded by Marshall Newhouse. Motion carried.

Public Comment: None

Reports:

Department Report – See pages 3-9 of packet. Amanda discussed the Department Report and highlighted that BCHD's IPLAN was approved by the IL Dept. of Public Health. This certifies BCHD as a health department for 5 more years. She also discussed additional Narcan trainings taking place at BCHD in November and passed around copies of the flyer for board members.

Meredith Williams arrived at 12:08 p.m.

Amanda then spoke about the "public charge" on page 9 of the packet and on pages 17-18. She stated there is a link on that page where anyone submit a comment to the Federal Register.

A motion was then made by Sherry Branson and seconded by Dr. Phoenix for Amanda to draft a letter of opposition to the proposed "public charge" law to be submitted to the Federal Register. Motion carried.

After further discussion among the Board members, Sherry Branson amended the motion to say that the letter should only reflect the public health concerns with this law and not immigration policies in general and that the letter should also go to the County Board, State Senators and District Representatives. The motion was seconded by Dr. Phoenix. Motion carried. Amanda will prepare the letter and bring it to the next Board of Health Meeting on December 3rd.

- **AFM Health Advisory** – See pages 10-12 of packet. Amanda discussed AFM (acute flaccid myelitis) and its' symptoms, and that it is unknown exactly what causes it or how it is spread. Amanda informed the board that BCHD continues to monitor the situation including review of all guidance published by IDPH regarding potential cases.

- IDPH October Newsletter – See pages 13-16 of packet. Amanda pointed out BCHD’s new organizational chart was featured in the IDPH October Newsletter.
- NACCHO Press Release – See pages 17-18 of packet. This was discussed as part of the Department Report under Domain 12 (Governance) as it relates to the proposed “public charge” law.

BOH Committee Reports:

Finance Committee-No report as no meeting was held.

Approval of Minutes: A motion was made by Sherry Branson to approve the Finance Committee meeting minutes from September 27, 2018. The motion was seconded by Dr. Phoenix. Motion carried.

Finance Report

- **Statement of Revenues & Expenditures.** See page 20 of packet. Jim Cox discussed the report.
- **Health Fund Balance Sheet.** See page 21 of packet. Jim Cox discussed the report.

Approval of Financial Report: A motion to approve the financial report for September 2018 was made by Marshall Newhouse and seconded by Jen Jacky. Motion carried.

Notification of Claims: Claims paid during the previous month. See pages 22-28 of packet.

Approval of Claims: A motion was made by Marshall Newhouse and seconded by Dr. Phoenix to approve the claims that are over \$5000 for October 2018. Motion carried.

Unfinished Business:

- Approved list of FY 2019 Board of Health meeting dates (approved last month) – See page 30 of packet. Jim and Amanda explained that this was published in the packet as an informational item and that the proposed dates had already been voted on.
- Results of Administrator Review (Dr. Phoenix) – Jim Cox said this will be discussed in Executive Session.
- Comprehensive Plan Update – Amanda asked Dan Streed to speak about the County Comprehensive Plan. Dan said there will be a public forum health regarding the County Comprehensive Plan as early as mid-November, or as late as December or January. He said depending on public comments, the county may need to revise portions of the plan before the full vote of the County Board on the plan. Dan commented that BCHD will be invited to participate in this public forum as the IPLAN and Comprehensive Plan are linked.
- County Budget Update – Amanda informed that board that there is a Special County Board is meeting called for tonight to put the FY 2019 budget on layover for 15 days to be officially voted on and adopted at the November 14th County Board Meeting.
- Groundwater Contamination Risk Letter – See page 31 of packet. Sherry passed around a packet of maps and information to Board of Health members and spoke about this topic and the concerns for groundwater contamination risks in the I-90 corridor and Irene Rd. areas which are referenced in the County Comprehensive Plan. She stated that at the meeting held by the City of Belvidere recently where this letter was to be presented, the attorneys for the Plote Quarry had the letter excluded due to the fact that it didn’t reference any specific properties. Amanda said she sits on the WPPA committee and wants to make sure we act within our scope of capabilities to this specific location and said there is already a process in place where the Health Department receives reports for review and comments whenever a property is applying for a zoning change or variance from both the City of Belvidere and the County. Amanda then suggested having the WPPA committee and any interested Board of Health members meet to discuss this topic in this specific location.

Meredith Williams left the meeting at 1:20 p.m.

Sherry said she is happy to meet with the WPPA, but asked that the letter still be amended to include language about the I-90 & Irene Rd. corridors. Jim Cox suggested that Amanda and Dr. Phoenix meet to do the amendment to this letter. Marshall Newhouse asked that the amended letter be sent to all Board of Health members after it is done and before it officially goes out.

- Budget Review – The revised budget was handed out. Jim Cox said it is a balanced budget. There was a brief discussion about small changes that had been made and Amanda clarified that once the board votes today, this is the departmental budget that will be included in the Special County Board Meeting tonight.

A motion was made by Dr. Phoenix and seconded by Sherry Branson to approve the revised FY 2019 budget. Motion carried.

New Business:

- Vacation Policy – The Vacation Policy was handed out and discussed by Kari.
- Sick & Personal Leave Policy – The Sick & Personal Leave Policy was handed out and discussed by Kari.

At this time, both the Vacation Policy and the Sick & Personal Leave Policy are still being finalized along with the County, so it will be voted on at the next Board of Health meeting on December 3rd.

A motion was made by Sherry Branson and seconded by Marshall Newhouse to go into closed session at 1:45 p.m. Motion carried.

The Board resumed open session at 1:54 p.m.

A motion to adjourn was made by Marshall Newhouse and seconded by Dr. Phoenix. Motion carried. Meeting was adjourned at 1:54 p.m.

Submitted through Barbara Thrun
Chris Elias