

BOONE COUNTY BOARD OF HEALTH
November 4, 2019
Approved Minutes
Boone County Department of Public Health

Members Present: Jim Cox, Barbara Thrun, Dr. Lendman, Marshall Newhouse, Dr. Pumilia, Dr. Corcoran, Dr. Phoenix, Jen Jacky, Dr. O'Malley, Cira Bennett and Lee Revels

Excused and not in Attendance:

Not Excused and not in Attendance:

Guests Present: Bill Pysson and Teri Snow

Staff Present: Ellen Genrich, Kari Kampen, Sonia Eichstaedt, Michelle Gibson, & Alisen O'Hearn

Jim Cox called the meeting to order at 12:03 p.m.

A motion was made by Marshall Newhouse and seconded by Dr. O'Malley to approve the agenda for November 4, 2019. Motion carried.

Lee Revels arrived at 12:04 p.m.

Approval of Minutes: A motion was made by Jen Jacky to approve the meeting minutes from September 30, 2019. The motion was seconded by Dr. O'Malley. Motion carried.

Dr. Phoenix arrived at 12:07 p.m.

Public Comment: None

Reports:

Department Report – See pages 4-10 of packet. BCHD Director of Operations, Kari Kampen lead the meeting on Amanda's behalf. Amanda was not in attendance, due to her presentation representing the Illinois Public Health Association at the American Public Health Association's Annual Meeting and Expo. Amanda is presenting on "Trauma Informed Care" and the work being done jointly with Belvidere Community School District 100 in the community. Kari introduced Ellen Genrich to discuss Domain 1 and the updates on EVALI (E-cigarette or Vaping Product Use Associated Lung Injury). There have been continued increases in cases, investigations, and deaths nationwide, and now 3 deaths in Illinois. Marshall Newhouse questioned if there will be a ban on products in Illinois and why smoking hasn't been banned yet. Dr. Corcoran mentioned the ban of certain websites but that nicotine is a legal substance, making it difficult to ban tobacco and vaping products in general. Kari introduced Michelle, Environmental Health Supervisor, and Sonia, Population Health Supervisor, to present on Domain 5. Michelle and Sonia presented the Trauma Informed Care activities being conducted and implemented throughout BCHD and the community in partnership with Belvidere Community School District 100. Michelle and Sonia explained the ACE's assessment (Adverse Childhood Experiences), Mental Health First Aid Training, and resources available through the EAP (Employee Assistance Program).

- Narcan Trainings – See page 11 of packet. Kari reminded the Board of the upcoming free Narcan Trainings held at BCHD, November 21st and December 12th at 5 p.m. Dr. Phoenix asked if the school districts are encouraging their 16 years and up to get trained and carry Narcan. He mentioned the importance of the buddy system and for real people to be trained and carry to prevent overdose deaths.
- Department of Justice COAR Grant – See pages 12-13 of packet. Kari informed the Board of the grant awarded from the Department of Justice and the Bureau of Justice Assistance. Kari mentioned that there is currently no follow up of services or funding available to implement follow up. Dr. Corcoran and Kari explained that the grant will provide treatment in the jail before active release, funding for a navigator, database for tracking, and continued service to help decrease mental health illness in the jail population and to help stop the circle. Dr. Phoenix further explained the "circle of substance abuse" and how the grant

will prevent inmates from falling down, rather they will be able to get help through a navigator, will be tracked, and receive follow up care through medication and services.

BOH Committee Reports:

Finance Committee

- Jim Cox said the committee's report will be discussed as an agenda item under Unfinished Business.

Finance Report

- **Statement of Revenues & Expenditures.** See page 14 of packet. Jim Cox discussed the budget revision and the report for September 2019.
- **Health Fund Balance Sheet.** See page 15 of packet. Jim Cox discussed the budget revision and the report for September 2019.

Approval of Financial Report: A motion to approve the financial report for September 2019 was made by Dr. Corcoran and seconded by Barbara Thrun. Motion carried.

Notification of Claims: Claims paid during the previous month.

- A motion was made by Dr. O'Malley and seconded by Dr. Phoenix to approve the monthly claims.

Unfinished Business:

- FY 2020 Budget – The Finance Committee met and reviewed in detail the FY 2020 budget, which was previously approved at a balanced budget. Adjustments were necessary for anticipated expenses of the fleet management, roof repairs, and the addition of a clerical position. At their meeting on October 29, 2019, the Finance Committee had a presentation from Enterprise Fleet Management regarding their lease program. The Finance Committee recommended approval of 2 leased trucks to the full board, primarily due to safety concerns with the current company cars and field access. Dr. Phoenix noted that BCHD can get out of the lease contract at any time. There will also be no cost of maintenance for the leased trucks. Lee Revels asked if the leased trucks would be marked. Ellen reported that new magnets will be ordered to identify the trucks. Kari furthered explained the program will allow BCHD to make money off the trucks, which will roll back into the account to continue to pay for each leased truck, while maintaining the balanced budget.

A motion to approve the leased trucks was made by Marshall Newhouse and seconded by Jen Jacky. Motion carried.

The board was informed that County Administration was able to obtain a state grant to help offset the cost of the roof repairs needed. The quotes for the actual estimated costs should arrive this week. Lee Revels questioned where the original estimated cost came from. The quotes for the repairs came from roofers but since BCHD and the Assessor's Office share the roof, the County is only paying for the Assessor's Office portion. Kari explained the roof is a capitol expense and is being proposed to be pulled from reserves.

Kari informed the board that the Healthy Work Collaboration grant was awarded to BCHD. Boone County was chosen to partner on the Healthy Work Collaboration Initiative, which is part of the Chronic Disease focus and portion of the IPLAN.

Lastly, Kari explained the added clerical position for BCHD. Through the QI Intake project and feedback from management, it was determined that the 2nd clerical intake position was needed to meet the needs of the department. Due to staff changes and unfilled positions, the clerical position did not increase the budget.

A motion to approve the revised balanced budget for FY 2020 was made by Lee Revels and seconded by Dr. Lendman. Motion carried.

- Annual Administrator Review (Dr. Phoenix) – Jim Cox stated the review will be discussed in Executive Session.

New Business:

- Hometown Christmas – Ellen informed the Board of the annual tree that the BCHD will be decorating and that the Salvation Army family should be assigned soon. Ellen passed around an envelope for any members to donate to the family if they wanted to.
- Press Release & Statement of Concern Regarding Outbreak of Lung Injury Associated with E-Cigarette Use or Vaping – See pages 16-18 of packet. Ellen reported that the press release went out to all Region 1 media and news outlets. Dr. Phoenix noted the impact that was made by the press release and statement in Springfield.
- Amendment to Boone County Tobacco Ordinances – Ellen passed out the draft of the Tobacco Ordinance to all members. With much assistance from Boone County State’s Attorney Tricia Smith, the draft would allow Boone County to adopt any and all amendments of Tobacco 21 and the Smoke Free Illinois Act. The adoption of Tobacco 21 prevents the sale and distribution of tobacco and vaping products for those under 21, along with the draft to include the possession as an offense. The Boone County Tobacco Ordinance is enforceable by the Boone County Sheriff’s Department and the Boone County Health Department.

Marshall Newhouse left at 12:58 p.m.

Lee Revels questioned if there are ever any future amendments for Tobacco 21 adopted by the state that would affect Boone County that the Board did not agree with, if the Boone County Code could be revised again. Ellen explained that the Board would be able to review and revise at that time.

A motion to approve the revised balanced budget for FY 2020 was made by Lee Revels and seconded by Jen Jacky. Motion carried.

Lastly, Ellen explained that the Smoke Free Illinois Act does not currently include vaping indoors but the Boone County code does include vaping. The draft includes a definition of vaping and that the 15 foot rule now applies to vaping. The ordinance also outlines the fee structure for fines. Dr. Corcoran questioned if the retail tobacco license to sell products could be taken if businesses or offenders continued to violate the Boone County code. Ellen explained that the Smoke Free Illinois Act was separate from Retail Licensing.

A motion to approve the revised Boone County Tobacco Ordinance was made by Jen Jacky and seconded by Lee Revels. Motion carried.

A motion was made by Dr. O’Malley and seconded by Lee Revels to go into closed session to discuss personnel at 1:07 p.m. Motion carried.

The Board resumed open session at 1:39 p.m.

A motion to adjourn was made by Dr. Phoenix and seconded by Dr. Corcoran. Motion carried. Meeting adjourned at 1:40 p.m.

Submitted through Jen Jacky
Alisen O’Hearn