

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

**Members Present:** Jim Cox, Barbara Thrun, Dr. Lendman, Marshall Newhouse, Meredith Williams, Dr. Pumilia, Dr. Corcoran, Dr. Phoenix, Jen Jacky, Kyle Marcussen, and Dr. O'Malley

**Excused and not in Attendance:**

**Not Excused and not In Attendance:**

**Guests Present:** Bill Pysson, Teri Snow, & Ken Terrinoni

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

Jim Cox called the meeting to order at 12:15 p.m.

Jim Cox proposed a new arrangement for the agenda to include moving items 8A, 8B, and 9E to the start of the agenda and the meeting. A motion was made by Marshall Newhouse and seconded by Kyle Marcussen to approve the amended agenda for February 4, 2019. Motion carried.

**Approval of Minutes:** A motion was made by Jen Jacky to approve the meeting minutes from December 3, 2018. The motion was seconded by Dr. Corcoran. Motion carried.

- IPLAN & County Comprehensive Plan Update - Ken Terrinoni said they are still advertising for filling the County Planner position and are still working on the County Comprehensive plan which is in draft form and open for public comment.
- Update on Status of Roof – Ken Terrinoni spoke about a grant for capital improvements which is not yet finalized. However, this grant asked for a list of needed expenditures and he said a roof for the Health Department and Assessor's office was put at the top of the list. He said the goal would be to put this out to bid and have the roof replaced this year, but a final decision cannot be made until the grant is finalized. The amount allotted may not cover the entire cost of the replacement and there would be additional discussions about cost sharing at that time. No motion was needed as there is no action to be taken yet.
- MOU with Boone County Soil & Water Conservation District (BCSWCD). See pages 65-68 of packet. Ken Terrinoni stated for 2019 that he is aware the County and the Board of Health are both subsidizing income to the Boone County Soil & Water Conservation District for the contractual use of the services of the soil scientist, Jim Mulcahy. He was also made aware of the MOU that is going to be reviewed today by the Board of Health.

A motion was made by Dr. O'Malley and seconded by Meredith Williams to approve the MOU with Boone County Soil & Water Conservation District (BCSWCD). Motion carried.

**Public Comment:** None

**Reports:**

**Department Report** – See pages 4-10 of packet. Amanda welcomed Dr. O'Malley onto the Board of Health and said he is the new County Board Representative. She asked if there were any questions on the Department Report. Under Domain 4 she summarized the activities of the Behavioral Health Task Force and the Boone County Drug Prevention Coalition related to Behavioral Health as our number one identified health priority in the BCHD IPLAN. Under Domain 5, she discussed Trauma Awareness trainings that are being sponsored by Belvidere School District 100. Under Domain 12 she explained that Senate Bill Tobacco 21 goes before the Illinois General Assembly tomorrow 2/5/19 and would raise the age to purchase tobacco products from 18 to 21.

- Community Trauma Awareness Event February 22, 2019. See page 11 of packet. Amanda invited Board of Health members to the Trauma Awareness event and asked that they take this to their places of employment and community partners.
- Poverty Simulation Event April 16, 2019. See page 12 of packet. Amanda invited the Board of Health members to this event also and asked that they share with their places of employment and community partners. She told them this was just a save-the-date flyer and the official invitation would be finalized in March.

**BOH Committee Reports:**

Finance Committee – Jim Cox said they have not met and there is no information to report.

**Finance Report**

- **Statement of Revenues & Expenditures.** See pages 13-14 of packet. Jim Cox discussed the revenues and expenditures for both months ending November 2018 and December 2018. There was discussion on reserve funds and building that amount back up along with current expenditures, such as a roof replacement and reserving money for possible future outbreak events.
- **Health Fund Balance Sheet.** See pages 15-16 of packet. Jim Cox discussed the month ending November 2018 and December 2018.

**Approval of Financial Report:** A motion to approve the financial report for November 2018 & December 2018 was made by Barb Thrun and seconded by Dr. Phoenix. Motion carried.

- **County Treasurer’s Report.** See pages 17-23 of packet. Jim Cox said this is just for informational purposes.

**Notification of Claims:** Claims paid during the previous month. See pages 24-37 of packet.

**Approval of Claims (If Applicable):** None

**Unfinished Business:**

- Phase 2 TB Cost Analysis. See pages 38-39 of packet. Amanda gave an overview of the TB cost analysis. Dr. Phoenix said the second phase costs were lower than expected due to a lower response rate of clients. He also stated this is a prime example of having reserve funds available for these types of outbreaks. Dr. O’Malley then suggested looking into a statewide pool for Boards of Health that operate similar to an insurance policy, where county health departments pay into the pool and when funds are needed to cover expenses related to an outbreak, the funds are available to help cover them.

**New Business:**

- Draft of Annual Report & Strategic Plan Annual Report Out. See pages 40-58 of packet. Amanda said the Health Department worked hard to restructure and align the annual report and strategic plan to the new reporting structure, similar to the monthly Department Report, where domain activities are highlighted. She said no motion is needed to approve either of these reports this month. She stated she wanted them to have another month to review these before approving them at the March 4, 2019 meeting. Amanda then gave a brief summary of both reports.
- IRS Mileage rate for 2019. See pages 59-61 of packet.

A motion was made by Dr. Phoenix and seconded by Jen Jacky to approve the new IRS rate of 58 cents per mile, retroactive to January 1, 2019. Motion carried.

- Food Code Amendments. See page 62 of packet. Amanda said our County Code was aligned to adopt this change last year and said the changes are going smoothly in the food program and with the food inspectors.
- Behavioral Health Resolution related to Opioid Epidemic. See pages 63-64 of packet. Amanda discussed the draft resolution. Kyle Marcussen asked if local law enforcement is involved in this. Amanda said they are involved in this as it is a joint effort with the Boone County Behavioral Health Task Force and the Boone County Drug Prevention Coalition, and that the Boone County State's Attorney has been involved also.

A motion was made by Meredith Williams and seconded by Kyle Marcussen to approve the resolution related to the Opioid Epidemic. Motion carried.

- Amendment to Boone County Tobacco Ordinance. See pages 69-75 of packet. Ellen Genrich discussed the changes that are being proposed in this ordinance to the County Code. It is to include "Electronic Cigarettes" in the definitions section and would include electronic cigarettes into the same category as tobacco cigarettes, so they would now be banned from indoor use in public buildings in Boone County. Jen Jacky also spoke on this topic as she is a member of the Boone County Drug Prevention Coalition.

A motion was made by Barb Thrun and seconded by Meredith Williams to approve the amendment to the Boone County Tobacco Ordinance. Motion carried.

Meredith Williams left at 1:47 p.m.

Dr. Pumilia left at 1:48 p.m.

A motion to adjourn was made by Marshall Newhouse and seconded by Kyle Marcussen. Motion carried. Meeting was adjourned at 1:50 p.m.

Submitted through Barbara Thrun  
Chris Elias