

BOONE COUNTY BOARD OF HEALTH  
October 1, 2018  
Approved Minutes  
Boone County Department of Public Health

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

**Excused and not in Attendance:**

**Not Excused and not In Attendance:**

**Guests Present:** Dr. Benard O'Malley, Bill Pysson, & Ken Terrinoni

**Staff Present:** Amanda Mehl, Ellen Genrich, Kari Kampen, Sky Schuyler, and Chris Elias

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

A motion to amend the agenda for October 1, 2018 by moving item 9C (Groundwater Preservation) up to 8B (Comprehensive Plan Update) to combine the two items and discussions was made by Sherry Branson. The motion was seconded by Kyle Marcussen. Motion carried.

**Approval of Minutes:** A motion was made by Sherry Branson to approve the meeting minutes from September 4, 2018. The motion was seconded by Jen Jacky. Motion carried.

**Public Comment:** None

**Reports:**

**Department Report** – See pages 4-9 of packet. Amanda stated we will move away from one page domain reports and instead discuss highlights in the different domains listed in the current Department Report which is organized by the 12 national accreditation domains. Amanda then discussed some of the domains. As part of this discussion, Amanda invited the Board of Health members to get their flu shot after the meeting.

Dr. Lendman arrived at 12:10 p.m.

Amanda then discussed the Health Department staff and board member Kyle Marcussen volunteering at a food packing event for the Northern IL Food Bank. Jen Jacky explained the role the YMCA plays in serving food from the Northern IL Food Bank to children. Amanda then encouraged the board members to visit the links listed on today's agenda to our website to view the Boone County Healthy Work Initiative and the Boone County Food Security Action Plan. She then gave a special thanks to Sky Schuyler, BCHD's CDC Public Health Associate for all her hard work in the department over the past two years. She informed the board that today is Sky's last day here. Ellen Genrich then spoke about Amanda receiving the President's Recognition Award at this year's IPHA conference and read the speech that was given there about Amanda by Cathy Ferguson, the President of the Illinois Public Health Association.

**BOH Committee Reports:**

Finance Committee

- FY2019 Budget – Jim said the Finance Committee met on September 27, 2018 and reviewed the FY 2019 budget and approved moving the budget on to the full board for final approval. He pointed out that it is a balanced budget. Kari Kampen discussed some of the details of the categories that were decided upon at the Finance Committee meeting to be combined. Dr. Phoenix discussed the need to have adequate reserve funds to cover the expenses of an outbreak or a public health emergency event and ideally, how it should be a goal of the Board and BCHD to slowly build those funds back up. There was then discussion on reserve funds. Ken Terrinoni said this budget would be presented to HHS on October 4, 2018 and then go to full County Board.

A motion was made by Meredith Williams to approve the proposed FY 2019 budget. The motion was seconded by Kyle Marcussen. Motion carried.

Jim Cox invited Ken Terrinoni to speak about the County Comprehensive Plan, which was on the agenda under Unfinished Business and moved to this point in the meeting for discussion. Ken asked everyone to view the Comprehensive Plan on the County's website and feel free to make comments. He reminded the board that the IPLAN and Comprehensive Plan have been linked and that he is invited Amanda to participate in a joint public presentation at some point in November.

### **Finance Report**

- **Statement of Revenues & Expenditures.** See page 10 of packet. Jim Cox discussed the report.
- **Health Fund Balance Sheet.** See page 11 of packet. Jim Cox discussed the report.

**Approval of Financial Report:** A motion to approve the financial report for August 2018 was made by Marshall Newhouse and seconded by Dr. Phoenix. Motion carried.

**Notification of Claims:** Claims paid during the previous month. See pages 19-23 of packet.

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

### **Unfinished Business:**

- Status of Administrator Review – Jim Cox stated that the Administrator Review forms were mailed out. He encouraged everyone to take their time and put a lot of thought into answering the questions on the form and to return the forms by the deadline of October 15, 2018.
- Comprehensive Plan Update/Groundwater Preservation – Today's agenda was amended to move the Groundwater Preservation discussion up to and along with Comprehensive Plan Update. Amanda stated that she, Ken Terrinoni, and Dan Streed have been working to align the County Comprehensive Plan with the Health Department's IPLAN. Sherry Branson then asked to speak to the topic of Groundwater Preservation and how it relates to the Comprehensive Plan Update. She passed around a map that showed future land use areas and discussed a "business use" area along the I-90 corridor and the setback/buffer zones around it. She stated Boone County is a sensitive aquifer recharge area, and asked the Board of Health to submit a letter of concern to the County and to the City of Belvidere since one of the property developments in this area involves annexing into the City of Belvidere. Dr. Phoenix asked the Board members if it would be appropriate for a letter to be written that requests that there be a delay in approval of the Comprehensive Plan and Annex Agreement until there is more information available regarding wells and the watershed and more time to review that information. Dr. Phoenix then asked Amanda to draft a letter asking for a delay.

A motion to draft letters to the County and to the City of Belvidere was made by Meredith Williams and seconded by Dr. Phoenix. Motion carried.

### **New Business:**

- FY2019 Board of Health Meeting dates. See page 25 of packet.

A motion was made by Marshall Newhouse and seconded by Jen Jacky to approve the Board of Health meeting dates for FY2019. Motion carried.

- FY2018 Goals for the Public Health Administrator. See page 26 of packet. Jim Cox said this is for reference in relation to Amanda's annual review. Amanda updated the board briefly on the progress of these goals to date for the county fiscal year.

### **Executive Session: NONE**

A motion to adjourn was made by Marshall Newhouse and seconded by Dr. Phoenix. Motion carried. Meeting was adjourned at 2:00 p.m.

Submitted through Barbara Thrun  
Chris Elias