

KNOX COUNTY BOARD OF HEALTH MINUTES OF MONTHLY MEETING

February 12, 2015
Knox County Health Department
1361 W. Fremont St.
Galesburg, IL 61401

The Knox County Board of Health meeting was held on February 12, 2015. Carol Scotton called the meeting to order at 7:05 p.m. Present were Doug Gibb, Kevin Satsky, M.D., Bruce Bobofchak, D.D.S., Carol Scotton, Russell Nelson, Jr., Du Rae Fletcher, Sr., Kimberly DeSutter and Jackie Turner arriving at 7:15p.m. Also present were Michele Fishburn, Administrator/CEO; Rhonda Peterson, Director of Family Health Services; Erin Olson, Director of Wellness Promotion; Kathy Crafton, Director of Human Resources; and Sam Jarvis, Director of Health Protection. Not present was: Samuel Fox, M.D.

Guests: Media Representative from WGIL

ADDITIONS TO AGENDA

VFA Program and Ebola Surveillance.

APPROVAL OF MINUTES

A motion to approve the January 8, 2015, minutes was made by Doug Gibb and seconded by DuRae Fletcher, Sr.; the motion for approval was unanimously adopted by a voice vote.

REPORT OF OFFICERS

Treasurer's Report – Doug Gibb

Mr. Gibb reported to the Board that the January 2015 numbers started at \$69,271.58, with tonight being \$85,145.43, a difference of \$15,873.85. Mr. Gibb went on to say advertising, Physician Recruiting services, medical and dental supplies, as well as travel and training made up the largest expenses for January 2015.

A motion to approve the Treasure's Report was made by Kim DeSutter and seconded by Kevin Satsky, M.D.; the motion for approval was unanimously adopted by a voice vote.

President's Comments

Ms. Turner apologized to the Board for arriving late to the meeting.

Administrator's Report – Michele Fishburn

Ms. Fishburn reviewed with the Board the 2014 Year End Budget Review stating that revenue for the year was \$3,585,344.00, which was below budget by \$4,191,000.00 and the local tax levy represented 16.8% of budget. Ms. Fishburn added that the Health Fund balance on December 1, 2014, was \$1,044,465.00, which reflected slight differences due to not hiring a Doctor during this time period while we were recruiting for a new CMO, so that affects both salaries not going out and revenue not coming in. Ms. Fishburn addressed questions by Board members regarding transfers that totaled \$230,268.00 for 2014, from the Health Department to the Community Health Center. Ms. Fishburn also addressed concerns by Board members regarding payments from the State of Illinois arriving late by saying that it does occasionally happen where funding arrives late.

Ms. Fishburn informed the Board that the Local Health Protection Grant application has already been submitted by Mr. Jarvis, with level funding of \$108,311.00 in a previous year. Ms. Fishburn went on to say that this grant helps fund our core programs and is a grant that is closely watched by the local Public Health Administrator's Group. Ms. Fishburn also stated that the Public Health Administrators Group has been in discussions with the new Governor to determine whether to ask for an increase in funding or to wait a year to ask for an increase, but there has been no word at this time if a solution has been reached.

Ms. Fishburn gave the Board a legislative update by saying a new director for the Illinois Department of Public Health has been named now that Governor Rauner has taken office and several chiefs of staff as well as deputy directors' positions have changed within the department. Ms. Fishburn added that some of the positions at the Illinois Department of Public Health have been let go but then brought back a short time later. One of these positions that we were happy to see come back was that of Andrea Parker, our regional person in Peoria.

Family Health Services Report – Rhonda Peterson

Ms. Peterson updated the Board regarding the WIC Review that was done in November 2014 by stating that the corrective action plan for the seven items that were not met has been submitted and approved.

Health Protection Services Report – Sam Jarvis

Mr. Jarvis informed the Board regarding the insurance contracts we have formed by stating that in December of 2013, IPHA held its first conference on billing and coding private insurances, at this point they recommended that all local health departments begin pursuing the CDC recommendations of seeking contracts with private insurance. Mr. Jarvis went on to say to

date we have contracts with all eight insurance companies that were listed per the CDC for the state of Illinois, with this we will now have the ability to bill them. They are as follows: Health Alliance, Molina, Meridian, Cigna, Humana, HFN, Land of Lincoln, Coventry, and BC/BS (2010). Mr. Jarvis went on to say that the economy, grants decreasing, immunization prices increasing, financial stewardship, and viability has all contributed to this change.

Mr. Jarvis reported to the Board regarding the Workforce Development Plan by stating that this plan reiterates the departments pre-existing practices, processes, and policies, as well as helps to guide how we evaluate staff skills and training needs in the future.

Mr. Jarvis informed the Board regarding the recent measles outbreak by stating that there were ten confirmed cases in Illinois, with nine out of those ten being linked to the KinderCare Learning Center in Palatine, IL. Mr. Jarvis added that all ten were under the age of one year and therefore too young to be vaccinated. He went on to say that there was no official word on whether these cases were connected to the recent outbreak at Disneyland in California.

Mr. Jarvis educated the Board of the guidelines set by the Centers for Disease Control and Prevention by saying the first dose of measles, mumps, and rubella (MMR) vaccine should be given to children when they are between 12 and 15 months old, with the second dose being given between 4 to 6 years of age. Mr. Jarvis added that 98.4% of enrolled children in Knox County Schools are in compliance with Measles according to School Report data.

Mr. Jarvis reported to the Board regarding the Vaccines for Adults program (VFA) by saying this program is similar to the Vaccines for Children's program (VFC), also through the state of Illinois, is designed to cover uninsured and under insured adults 19 years old and older for a number of different immunizations.

Mr. Jarvis updated the Board about the IDPH's Office of Health Protection and Preparedness and Response's financial assistance amount of \$2,000.00 being offered to local health departments to monitor for PUI's for EVD.

Wellness and Health Promotion Report – Erin Olson

Ms. Olson advised the Board that they have a rough draft copy of the Annual Report in their packets to review and that we are hoping to have it finalized within the next week to send to the printer. Ms. Olson added that the Annual Report will be in magazine style with 8,500 copies to be sent to The Register Mail for insertion into the newspaper, it will be on the KCHD website and will be included as an attachment on all KCHD outgoing emails. We will also have an additional 2,500 to 4,000 copies printed to distribute throughout the community at Drs. Offices and the Galesburg Public Library.

OLD BUSINESS – Michele Fishburn

A motion was made to approve the 2014 Annual Report by Doug Gibb and seconded by Carol Scotton; the motion for approval was unanimously adopted by a voice vote.

Ms. Fishburn informed the Board that the re-appointment of Kevin Satsky, M.D. and Bruce Bobofchack, D.D.S. was tabled at the January County Board meeting.

NEW BUSINESS – Michele Fishburn

Ms. Fishburn updated the Board regarding personnel changes saying that we now have Judy Lee on staff as a Behavioral Health Counselor and that we will begin interviewing in the next couple weeks for a second Behavioral Health Counselor. Ms. Fishburn added that Amanda Wilkins has been hired as a second Billing and Insurance Specialist and that we are currently working with a recruiter to search for a new Chief Medical Officer.

Ms. Fishburn informed the Board regarding the 2015 Sliding Fee Scale by saying this is updated annually whenever the Federal Government releases the Federal Poverty Level Guidelines and is what we use to determine our charges for the Sliding Fee Scale. Ms. Fishburn added that there was not much change to our 2015 Sliding Fee Scale.

A motion to approve the 2015 Sliding Fee Scale was made by Carol Scotton and seconded by Kim DeSutter; the motion for approval was adopted unanimously by a voice vote.

EXECUTIVE SESSION

At 8:05 p.m. the Board moved to executive session. Doug Gibb made a motion to go into executive session seconded by Kim DeSutter; followed by a roll call vote of Doug Gibb, Kevin Satsky, M.D., Carol Scotton, Du Rae Fletcher, Sr., Bruce Bobofchak, D.D.S., Russell Nelson, Jr., and Kimberly DeSutter.

At 9:20 p.m. Doug Gibb made a motion to return to open session seconded by Kevin Satsky, M.D.; followed by a roll call vote of Doug Gibb, Kevin Satsky, M.D., Carol Scotton, Du Rae Fletcher, Sr., Bruce Bobofchak, D.D.S., Russell Nelson, Jr., and Kimberly DeSutter.

ADJOURNMENT

A motion to adjourn was made by Kim DeSutter and seconded by Doug Gibb; the motion was adopted unanimously by a voice vote at 9:22 p.m.