

KNOX COUNTY BOARD OF HEALTH

MINUTES OF MONTHLY MEETING

June 11, 2015

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

The Knox County Board of Health meeting was held on June 11, 2015. Jackie Turner called the meeting to order at 7:03 p.m. Present were Carol Scotton, Doug Gibb, Kevin Satisfsky, M.D., Kimberly DeSutter, Bruce Bobofchak, D.D.S., Du Rae Fletcher, Sr., and Pam Davidson, Knox County Liaison. Also present were Michele Fishburn, Administrator/CEO; Rhonda Peterson, Director of Family Health Services; Heather Kusler, Director of Family Health Services; Kathy Crafton, Director of Human Resources; Jerome Townsell, Director of Facility and Finance; Erin Olson, Director of Wellness Promotion; Kerry Howard, Director of Operations; and Sam Jarvis, Director of Health Protection. Not present was: Samuel D. Fox, M.D.

ADDITIONS TO AGENDA

Front desk revisions in Community Health Center.

APPROVAL OF MINUTES

A motion to approve the May 14, 2015, minutes was made by Bruce Bobofchak, D.D.S. and seconded by Pam Davidson; the motion for approval was unanimously adopted by a voice vote.

REPORT OF OFFICERS

Treasurer's Report – Doug Gibb

Mr. Townsell reported to the Board the May 2015 numbers as \$45,292.33, with tonight's number being \$55,410.97, a difference of \$10,118.64. Mr. Townsell went on to say the largest expenses for the month were the Cost Report at \$5,100.00, Supplies at \$2,063.57, Advertising at \$910.00, as well as Travel/Training Expense at \$742.93.

A motion to approve the Treasurer's Report was made by Pam Davidson and seconded by Kimberly DeSutter; the motion for approval was unanimously adopted by a voice vote.

President's Comments

Ms. Turner informed the Board that Mr. Pepmeyer the Knox County State's Attorney has been contacted regarding the question that was brought up at the May 14th Board of Health meeting on whether or not we are to use him for all Health Department legal matters. Ms. Turner went on to say we are now waiting to hear back from Mr. Pepmeyer.

Administrator's Report – Michele Fishburn

Ms. Fishburn introduced Heather Kusler to the Board as the new Director of Family Health Services. Heather is replacing Rhonda Peterson who will be retiring on June 26, 2015, after 21 years of service.

Ms. Fishburn introduced Kerry Howard to the Board as the new Director of Operations in the Community Health Center. Mr. Howard brings many years of experience with him in growing medical offices and has a MA in Business Administration.

Ms. Fishburn explained the addition to the agenda regarding the front desk revisions in the Community Health Center by reminding the Board that we received QI grant money through HRSA to use for remodeling the front desk area in the Health Center. At times we have eight providers working in the Health Center, so it can get very congested at the front desk. Ms. Fishburn added that after the remodel the front desk area will have four units for staff to work out of and we will also have two cubicle areas made out of the one large office next to the reception area.

Ms. Fishburn reported to the Board regarding the FY16 Budget Development stating that Jerome and herself will be putting together a preliminary budget to have ready for the Board's review at the July 9th Board of Health Meeting.

Ms. Fishburn informed the Board that there was a copy of the grant sheet in their packets they received for tonight's meeting. This grant sheet is used to track our FY16 grants, which we have currently received and completed all but three grant applications from the State. Ms. Fishburn added that the grant process through the State of Illinois is moving very slowly with the change of Governors. Ms. Fishburn went on to say she is anticipating hearing about FCM and WIC grant money, as well as the Emergency Preparedness Grant sometime in July 2015 once the state budget has been completed. In closing Ms. Fishburn said she is not anticipating any significant cuts to any of the state grants for FY16.

Ms. Fishburn reported to the Board regarding the Meaningful Use Award by stating we received confirmation that we have three new providers that are through meaningful use stage one/year one, which is the biggest payout year. Ms. Fishburn said Drs. West, Stephen, and Granger each brought in \$21,650.00 for year one. Ms. Fishburn also praised Becky Moss our Quality Improvement Coordinator, for all the work she did in filing for this award.

Family Health Services Report – Rhonda Peterson

Ms. Peterson informed the Board that the IBCC Program had a couple changes, one was a change in the grant wording; with this program now covering qualifying patient deductibles for mammograms and the other was the reduction in the amount of the grant by \$192.00 for the year. Ms. Peterson added that they have already received confirmation that the grant award is \$83,575.00, which was submitted by Ms. Kusler last week.

Health Protection Services Report – Sam Jarvis

Mr. Jarvis reported to the Board regarding notification of FY16 PHEP Funding stating that we are still waiting for the application to be released, but the award has come in at \$53,850.00, up 2.1 percent from 2014.

Mr. Jarvis informed the Board that we received notification from the Galesburg Police Department stating there would be a person traveling to Knox County who was being monitored by the Ebola Active Monitoring System through the State's Public Health Department. Mr. Jarvis added that this person was deemed low risk at the time and never traveled to Knox County, but instead traveled to New York.

Mr. Jarvis was happy to tell the Board that we just received our first shipment of vaccines for the Vaccine for Adults Program now offered by the State of Illinois. This program covers uninsured and underinsured people 19 years of age and older. Mr. Jarvis also added that we received our first shipment of Gardasil 9 vaccine for treating HPV, but we are instructed to deplete all Gardasil 4 vaccine first before distributing the Gardasil 9.

Wellness and Health Promotion Report – Erin Olson

Ms. Olson informed the Board that in conjunction with the HIV/Aids Taskforce of Western Illinois, we will be having our first free HIV Testing day here at the Knox County Health Department. Testing day will be Thursday June 25, 2015, from 8:30 a.m. to 3:30 p.m. using the new Rapid HIV Testing kits provided by the State of Illinois. Ms. Olson added patients will get their results in no more than 20 minutes. Ms. Olson also told the Board that all advertising for this event has been paid for by the HIV/Aids Taskforce of Western Illinois.

Ms. Olson updated the Board regarding the CAC Application stating the state side grant portion of the Get Covered Illinois ends on June 15, 2015, so our IPC Ms. Stein will be done as of then. Ms. Olson went on to say we were hoping for an extension till August 2015, but that did not happen. In closing Ms. Olson explained to the Board that we looked into applying for year three of the CAC Application, but due to the reduction in grant funding this would not be feasible for us to have an IPC on staff next year.

Director of CHC Operations – Kerry Howard

Mr. Howard reported to the Board regarding the FTCA Redeeming Application by stating we are required to apply for this grant every year and currently we have not heard any word back since submitting the grant application at the end of May 2015. Mr. Howard added this is an excellent grant because it allows us to get malpractice insurance for our doctors through the Federal Government, which in turn frees up money to use elsewhere.

NEW BUSINESS – Michele Fishburn

Ms. Fishburn spoke to that Board about the possibility of having flu clinics in the local schools. This was brought to our attention from a letter we received from the State Board of Education. Ms. Fishburn added that this is something we have never done before, so we wanted to bring it to the Board for discussion. In closing Ms. Fishburn stated there would be an initial investment due to purchasing additional flu vaccine and we would be looking at a 2016 start date if the Board should agree to carry out flu clinics at the local schools.

A motion to continue looking at the possibility of having flu clinics in our local schools was made by Dr. Bruce Bobofchak, D.D.S. and seconded Pam Davidson; the motion for approval was unanimously adopted by a voice vote.

COUNTY BOARD LIAISON REPORT

Ms. Davidson informed the Board that she had invited the Knox County Board Chairman to attend tonight’s Board of Health Meeting in anticipation of the States Attorney being present, but the County Board Chairman was unable to attend the meeting.

Ms. Davidson informed the Board that reports at the Knox County Board Meetings are very good. People seem to be concerned about the Health Department. Ms. Davidson went on to say the County Board will be possibly appointing John Huntington this month to replace Russ Nelson and it is possible Mr. Huntington will be the new County Liaison also.

ADJOURNMENT

A motion to adjourn was made by Kevin Satisfsky, M.D. and seconded by Carol Scotton; the motion was adopted unanimously by a voice vote at 8:51 p.m.

Respectfully Submitted By: Pam Reiber
S:\Administration\Board of Health\BOH Minutes\BOH Minutes 2015