

CHAMPAIGN COUNTY BOARD OF HEALTH

Monthly Meeting

Tuesday, August 22, 2006

Call to Order & Roll Call

The Board of Health of Champaign County held its monthly meeting on August 22, 2006 in the Lyle Shields Meeting Room at Brookens Administrative Center, 1776 East Washington, Urbana. The meeting was called to order at 6:04 p.m. by Kim Winston. Upon roll call, the following board members were found to be present: Stan James, Nezar Kassem, Susan Maurer, Thomas O'Rourke, John Peterson, Julian Rappaport, Carrie Storrs, and Kim Winston. Others present were Kat Bork, Deb Busey, and Susan McGrath.

Introduction of new Board of Health members

McGrath announced there is still a physician vacancy on the board.

Public Participation

Claudia Lenhoff spoke about funding for the Child Dental Access and other programs. The Champaign County Healthcare Consumers are advocating to the County Board for continued funding of the Child Dental Access program. There are so many financial problems with the Champaign County Nursing Home and its operating deficit that there has been discussion that the County Board might have to reduce discretionary funding in other areas to pay for the Nursing Home. Lenhoff said the Healthcare Consumers have been to the County Board to support the approval of issuing bonds to help fund the repairs of the Nursing Home. They have also said that they feel the Nursing Home's problems cannot be fixed on the backs of the low income children who benefit from the Child Dental Access program. Lenhoff said she has received a lot of supportive communications from County Board members saying they are committed to funding the Child Dental Access program and there might be vigorous debate on this issue. Lenhoff said everybody knows the Child Dental Access funding is a drop in the bucket for all the financial needs of the Nursing Home. She thinks this is a struggle worth fighting.

Val Woodruff, a dentist in Mahomet and Chair of the Central Illinois Dental Access Board, wanted to meet the Board of Health and bring them the CIDES financial report for this month because she knew the Board of Health would be presenting its budget to the County Board next Monday. Winston explained the board had not reached that agenda item yet. McGrath said the board does not have a copy of the CIDES monthly report for the official record and this does sound like a report so it would appropriately go under agenda item E 2. Winston explained there is a separate agenda item for the CIDES report. Woodruff said they did not know if Board of Health needed to present a detailed budget for the \$105,000 in funding the County Board provides for CIDES within the Board of Health's total budget presentation at the Legislative Budget Hearings. Woodruff would be happy to get the Board of Health a detailed

budget and a budget narrative to include in the Board of Health's budget presentation. She could get this to the board by the end of the week and could attend the Legislative Budget Hearings to answer any questions particular to CIDES.

McGrath requested agenda item H be moved to the top of the agenda because several people present will have to leave to attend another meeting that starts at 7:00 p.m. The committee concurred.

Minutes of Meeting from July 25, 2006

MOTION by Peterson to approve the Board of Health minutes of July 25, 2006; seconded by Storrs.

O'Rourke and Rappaport requested several minor changes to minutes.

Motion carried to approve minutes with requested changes.

Monthly Reports (July 2006)

Champaign-Urbana Public Health District's Divisions

McGrath reported some reports were not posted on time from the district divisions, so the board members did not receive all the reports. The board requested a complete set of the reports for this month be supplied at their next meeting. Winston asked if the board could return to receiving hard copies because the electronic access has not been given to five board members and there have been other problems.

CIDES

The committee received and placed on file the CIDES monthly report.

Correspondence and Communications

Winston informed the board she has received correspondence from the state that they have been certified as a county health department. She did not have the correspondence with her.

Treasurer's Report

Report from the Champaign County Auditor

Peterson stated he received a report from the Auditor. Peterson reported the board is carrying \$400,000 in investments at the present time. Copies of the report would be sent to the board members.

Approval of Invoice submitted by CUPHD for 7/06

Peterson said he does not have the invoices from the district for this month. McGrath checked with any County employee who might possibly have picked up the envelope of invoices and no one had it. The Board of Health has requested the invoices be sent a week ahead of time in order to act on them. Peterson said he would not make a motion to pay invoices that have not been received. Peterson reported the Board of Health is running over budget in the amount of approximately \$30,000 to date. The board has received and paid invoices from CUPHD in the amounts of: \$73,000 in December, \$73,000 in January, \$56,000 in February, \$60,000 in March, \$54,000 in April, and \$50,000 in May, plus \$13,000 for the eye plan. Last month, the board received a \$95,000 invoice from CUPHD. Peterson reminded the board that CUPHD made a change in its payroll. He planned to look carefully at this month's invoice. If the board is still running significantly over budget at the September meeting, they will need to have another conversation like they did last year.

Old Business

Administrator's Report – Discussion of Budget Format for FY08 Budget

There was no discussion or action for this item.

Report of Budget Subcommittee

Peterson distributed a document to the committee containing a cover letter explaining the recommendation of the subcommittee and a memorandum to Garry Bird regarding the sewage and water permit fees. Busey provided copies of the Board of Health's FY2007 Budget information. The subcommittee identified an approximate \$58,000 short fall in the FY2007 Board of Health Budget. It was recommended that the shortfall be covered by the Board of Health's accumulated carryover. Peterson reported the Board of Health's carryover will continue to have excellent financial stability even with the \$58,000 in expenditures. Peterson asked Busey about the fund balance. Busey stated the fund balance will grow with the receipt of property tax in September. The anticipated fund balance for the beginning of FY2007 is \$464,996. Peterson said Susan Maurer pointed out that the figure is the result of adding some new positions, which are enumerated on the second page of the FY2007 Budget information with asterisks. These positions were discussed in open session prior to this meeting. Peterson reported they are incorporating the County's Coordinator position on the first page in line 533.52. Peterson had asked Busey to remove the \$463,000 figure, which is confusing to everybody. Busey has highlighted this figure in yellow to signify it represents funds that pass through the Board of Health's budget. It is the portion of the levy that is collected in the cities. Peterson reported the actual budget has \$912,899 in revenue and \$970,829 in expenditures.

Peterson noted the cities are collecting more under the tax rate than the county is. He stated the revenue is projected to increase, even despite all the annexations, due to increased assessed valuation increases. At this point, Peterson does not think the Board of Health is experiencing much of the benefit of all the new construction taking place. Peterson expects revenue to increase next year due to more construction, particularly in the Savoy area.

Peterson said the subcommittee talked about, but did not have a recommendation regarding, the licensing fees for food service, sewer, and water. Sewer permits are set by state

law. The water permit is somewhat more flexible. Peterson said the board instituted a follow-up visit to the construction phase two years ago for the water permits. The memorandum to Garry Bird compares the sewer and water permit rates of Champaign County with four similar counties. The information about the food service permits was not included because it was not available last week. Peterson asked the Champaign-Urbana Public Health District to produce a cost analysis of these inspection programs, which is included in the agenda packet. The estimated cost per inspection for food services is \$211. Category One, encompassing the major restaurants that freeze, store, and prepare food, requires three inspections a year at a total cost of \$633. The Board of Health is currently charging only \$200 for this permit. The estimated cost per sewer inspection is \$230. The Board of Health is currently charging \$200 for this permit. Peterson said he was a little confused about the actual cost of a water permit because the estimated cost is \$218 per inspection and there are two inspections. McGrath said the \$218 covers both inspections. Peterson said the food permits are the major issue. A Category Two food permit requires one inspection a year and the Board of Health currently charges \$100 for the permit. A Category Three food permit requires ½ an inspection a year and the Board of Health currently charges \$105 for the permit. The costs in the county are somewhat higher than the costs in the city because of mileage. Peterson said he hated to come to the board without a recommendation, but they simply did not have information they needed last week in order to make a recommendation. The process of increasing the fees was started with the intention to fully cover the costs. Four years ago the board decided to start increasing the permit fees every two years. When the board last increased the fees, they were under the impression that they were covering 2/3 of the costs of the Category One permit. This analysis means the fees are not even covering that much of the costs.

O'Rourke said he was not in favor of increasing the fees because it would mean a substantial increase in cost to restaurants. O'Rourke wanted to have more information about the estimated costs of the inspections. He would like to have further discussion before recommending changes to any fees. McGrath said the numbers provided to the board came from Garry Bird and it would be appropriate for the board to request further information to answer its questions. Bird has indicated that he would be willing to prepare a comparison of the food permit fees with other counties of comparable size. McGrath said the cost of the complaint and enforcement process has not been included. McGrath said the board needs to update its ordinance to allow the enforcement process that allows for collection of the cost of the enforcement process. The board also needs to know what the cost of the enforcement activities are. McGrath also suggested the board needs to know what kind of enforcement procedures have been engaged in to date. This will help in gauging what the fee should be. The ordinance has an enforcement mechanism, but it does not have any collection aspect. Maurer asked if the smoking enforcement would be included. McGrath said there is no County ordinance banning smoking at this time. The state has mandated the county has jurisdiction over only the unincorporated areas of a county. McGrath noted the enforcement mechanisms in the ordinances for Champaign and Urbana does not have anything in relation to enforcement fees. Maurer asked how soon the board needs this information from Bird. Peterson said the board realistically has plenty of time because they would be doing it in concert with the Public Health District and their budget starts in April. Rappaport asked what exactly the board was asking for from Bird. McGrath said they would request a comparison with other counties of the food permit fees, information on enforcement costs and activity, and Storrs's question about how the figure of

seven hours to make an inspection is broken down. Rappaport felt Bird's report was detailed. Peterson added that two years ago the Board of Health was told by the same individual that they were covering 2/3 of the costs by increasing the permit fees. Rappaport asked if the board wanted to request that Bird appear at a meeting to have a discussion. The committee agreed. Maurer said, having sat through the budget meetings, there is an entirely different type of account going on now at the Public Health District. Winston commented the board is planning to have a presentation from the Public Health District next month. She asked if the board preferred to have Bird appear to answer their questions instead of having a presentation. The committee agreed.

Action on FY07 Board of Health Budget

Peterson said the Board of Health has nine members: eight appointed members and one County Board member. He requested this be clear in the budget statement. Busey will adjust the first paragraph. The subcommittee unanimously recommended this budget to the Board of Health. There was a rounding cry for approval from the two subcommittee members.

MOTION by Peterson to approve the FY2007 Board of Health Budget as presented; seconded by Maurer.

O'Rourke said the budget was excellent and asked about the expenditure analysis. The increase in the contract was 1.97% and the expenses budgeted represent a 4.76% increase. Busey explained the 1.97% is an increase from what is projected to be the FY2006 budget for the contract with CUPHD to the budget for the same contract in FY2007. This increase is not on the entire expenditure, it is just on the contract expenditure. The 4.76% increase is based on the entire expenditure for FY2006 as compared to FY2007. O'Rourke asked about the expense per capita. Busey explained the expense per capita is the total expenditure divided by the total residents of Champaign County. Busey may change the number of residents to the total number of residents outside of Champaign-Urbana for this particular budget, because it would be more representative.

O'Rourke requested a roll call vote. Maurer called the roll. **Motion carried** with a vote of 8 to 0. Winston, Maurer, Peterson, Kassem, James, Rappaport, O'Rourke, and Storrs voted in favor of the motion.

Presentation to County Board on August 28, 2006 at 6:30 p.m.

Busey asked if the budget document presented tonight was the only document the Board of Health wanted prepared to present at next week's Legislative Budget Hearings. Peterson said yes and the committee agreed. Peterson asked about including the CIDES information. Busey said the CIDES contract is with the Board of Health, so it is already in the budget. The County Board would not be the body to make the decision about that contract and the services that are covered by that contract. The Board of Health is the body to make the decision regarding the CIDES contract. It is up to the board what they wish to present at their budget hearing.

Rappaport wanted the Board of Health to express that they are supportive of continuing the services of children's dentistry to the County Board by whatever is the most appropriate vehicle and time. Peterson said the Board of Health has stated its support of CIDES by including it in their budget. James suggested having a copy of the dental program report on hand in case County Board members have any questions. A CIDES person in the audience agreed to give McGrath the report by Friday to include with the Board of Health's budget presentation.

Collection for Plaques

There was no discussion or action for this item.

New Business

There was no new business.

Other Business

There was no other business.

Upcoming Meeting

The next regular monthly meeting will be held on September 26, 2006 at 6:00 p.m. Peterson will present the Board of Health's budget to the County Board at the August 28, 2006 Legislative Budget Hearings.

Adjournment

MOTION by Kassem to adjourn; seconded by Rappaport. **Motion carried.** Winston declared the meeting adjourned at 6:52 p.m.