

CHAMPAIGN COUNTY BOARD OF HEALTH

Monthly Meeting
Tuesday, February 26, 2008, 6:00 p.m.

Call to Order & Roll Call

The Board of Health held its monthly meeting on February 26, 2008 in Meeting Room 2 at the Brookens Administrative Center, 1776 East Washington, Urbana. The session was called to order at 6:07 p.m. by Julian Rappaport. Prashanth Gowda, Stan James, Thomas O'Rourke, John Peterson, Julian Rappaport, and Betty Segal were present at the time of roll call. The staff members present were Kat Bork (Board of Health Secretary) and Susan McGrath (Senior Assistant State's Attorney). Others present were Nancy Greenwalt (CIDES Executive Director), Brandon Meline (CUPHD Director of Maternal and Child Health), Jim Roberts (CUPHD Director of Environmental Health), C. Pius Weibel (County Board Chair), and various members of the public. Nezar Kassem and Susan Maurer had previously informed the Secretary that they would not attend the meeting. Carrie Storrs phoned before the meeting to explain she was unable to make it due to drifting snow blocking the country roads.

Approval of Agenda/Addendum

MOTION by James to approve the agenda and addendum; seconded by Gowda. **Motion carried.**

Approval of Minutes

MOTION by Peterson to approve the October 16, 2007 study session minutes, November 27, 2007 regular meeting minutes, and January 15, 2008 study session minutes; seconded by James.

James requested the word "easier" be corrected to "easy" in line 250 of the November minutes. Rappaport thought the names in line 180 of the January minutes should read "Peterson" then "Moore". Bork explained the name "Peterson" should be changed to "Tracy" because Peter Tracy was answering Thom Moore's question at the meeting. The Board concurred these changes would be incorporated into the minutes.

Motion carried as amended.

Public Participation on Agenda Items Only

There was no public participation.

Monthly Reports

MOTION by James to receive and place on file the CUPHD monthly reports for November 2007, December 2007, and January 2008; seconded by Peterson.

It was noted that the CUPHD monthly reports are now available on the CUPHD website. Rappaport asked about the statistics for the mobile unit in January because they did not add up. Meline and Roberts could not answer but would hopefully clarify this in the future. Meline hypothesized the numbers might reflect contact the mobile unit had with clients though no services were provided. James added that Julie Pryde mentioned that type of situation when the Board toured the mobile unit. The CUPHD staff records all contact whether or not services are provided. Rappaport requested the report include more narrative with the numbers to be able to more fully understand the report. Meline offered to pass the request to Deb Pruitt, who is in charge of that division.

Motion carried.

MOTION by James to receive and place on file the CIDES monthly report for November 2007, December 2007, and January 2008; seconded by Segal. **Motion carried.**

Correspondence and Communications

Rappaport said Julie Pryde sent an email to clear up some misinformation provided by Claudia Lenhoff at the October 17, 2007 Board of Health study session concerning the CUPHD dental program. Pryde had requested her email be placed on file.

MOTION by James to include Julie Pryde's January 22, 2008 email in the official record; seconded by Peterson. **Motion carried.**

Treasurer's Report

Invoice submitted by CUPHD for December 2007

Peterson stated this invoice starts the fiscal year and appears to be on target with respect to the other budget documents and receipts. There is no community health service line item any longer. The January 2008 invoice has not been received as of this meeting. Peterson said he learned tonight that the CUPHD Finance Director resigned and asked when this occurred. Meline and Roberts said the Finance Director resigned at the end of January to enter the MBA program at the University of Illinois. Meline added that the CUPHD Administrator's Report from Pryde included the information about the new Finance Director being hired.

MOTION by Peterson to approve the CUPHD invoice for December 2007; seconded by O'Rourke. **Motion carried.**

Peterson asked if the Board was required to have the huge number of water reimbursement pages and state forms. Bork explained she spoke to CUPHD about the invoice and learned their intent was to provide the Board of Health with all the information in an effort to keep the Board fully informed. The Board had requested more detailed information in the invoice. If the Board does not wish to receive certain attachments, CUPHD was willing to forgo them. McGrath said the contract does state that CUPHD is required to present an invoice and the Board will pay the contract in twelve equal installments. The first two pages, consisting of the date of the invoice, the billing period, and the contract billing should be sufficient for the

invoice. Rappaport suggested that Peterson, as the Board of Health Treasurer, communicate what he wants to the CUPHD Finance Department and the Board would agree to rely on Peterson's eagle eye. Peterson said he would rely on Deb Busey. The Board agreed. Peterson said he would speak to CUPHD about the invoice.

Issues Regarding CUPHD

Report from Acting CUPHD Administrator

The report from the Acting Administrator was brought and distributed by Weibel as Julie Pryde was out of town for a conference. CUPHD was represented by Meline and Roberts. Rappaport asked if either had any comments. Meline said the report included updates and notice of the hiring of a new Director of Finance, Andrea Wallace, who will start work in early March. CUPHD's Neil Street facility was sold in February for \$750,000. Weibel indicated the facility will be used for more than an antique store. James inquired about the appraised value of the building. Weibel guessed the Neil Street building had been appraised at \$900,000, but it needed a new roof. Meline noted that Pryde's report includes information about her meetings with the City of Champaign, Tom Berns, and the Champaign-Urbana Mass Transit District on getting bus service to the Kenyon Road facility. The short-term goal of installing a sidewalk, crosswalk light, and bus shelters will require investment on all the involved entities. Roberts pointed out the new initiative on the front page of the report about a partnership with Winston-Salem to take part in a pilot Workshop on Community Partnerships for Pandemic Influenza Planning. Weibel asked if a representative from the Board of Health should attend that workshop. Roberts said if there was any interest, they could represent local government. Both Weibel and McGrath would be in attendance. Roberts thought there might be room in the CUPHD transportation for one more person for the two days in Indianapolis.

Gowda asked if it has been determined how much will be requested in the grant. Roberts said this grant was offered to CUPHD to make an application; they have no idea on the available amount at this time. The idea is to find where there are gaps and use the money to fill the gaps. Gowda asked if they are coordinating with local hospitals. Roberts said both hospitals, the University of Illinois, local emergency services, and fire departments are involved. Rappaport asked if Gowda would like to go to Indianapolis. Gowda said he would have to check his schedule.

James asked about Tom Berns providing engineering service on the CUPHD project to get ready for bus service at Kenyon Road when he was recently appointed to the Champaign-Urbana Mass Transit District Board. McGrath explained, as was discussed at the County Board meeting, the rules would allow Berns to serve on the board but abstain from voting on issues where his firm had provided professional services. O'Rourke stated that he appreciated Pryde's report and urged her to continue doing what she is doing. He expressed that she is doing an excellent job, an opinion shared by the Board. Rappaport added that Pryde's habit of including the Board of Health on her emails about public health issues is good because it provides pertinent information and the non-pertinent emails can be easily deleted.

Proposal to Enhance Comprehensive Sexuality Education

The materials for the proposal had been previously emailed to the Board. Rappaport stated the proposal offered one way to use some of the IDPH grant money. The proposal was to assist in preventing the spread of sexually transmitted diseases and teenage pregnancy by providing funding to purchase the Family Life and Sexual Health curriculum and the Our Whole Lives Curriculum for schools.

MOTION by James to approve the use of \$15,000 of the one-time IDPH Grant to fund proposal to enhance comprehensive sexuality education; seconded by Gowda.

James noted a lot of schools have lost their sexuality education funding. This proposal would truly be a one-time use of the grant money. James felt the proposal could help schools do some good for students, based on what he has read. Pryde's recommendation was enthusiastic and James was all for it because education is a good tool for public health. He added the time to spend this grant money is running short and a decision needs to be reached. Rappaport said the request is for \$15,000, so there is still grant money left over to use on another initiatives.

Segal stated that she had problems with the proposal. She spoke with Pryde, who told her the materials would be given to teachers. Segal thought the teachers would pick and choose the materials being used and not receive any training. She said sexuality education is a touchy subject and the schools might not want this backdoor approach. James claimed that when he spoke to Pryde, she informed him the schools' funding for this education had been cut so the teachers were very much in need of materials to use in class. He compared it to how the schools used to provide training to the trades fields, but that has been greatly reduced and the negative consequences are being felt. He supported funding the proposal. Segal wanted concrete data on what the results would be. Rappaport said the proposal states the curriculum has been widely used by schools districts throughout the United States and Canada and scored the highest on an in-depth look at curricula by the Illinois Campaign for Responsible Sex Education. Segal said she could not find anything like that on the Internet. She is in favor of comprehensive sex education in Illinois, but does not think the Board of Health should be doing it.

Rappaport said it is important to have a curriculum that is coherent and organized with trained teachers for the students. The first criterion is to show this has a significant group effect. Rappaport stated the Board has to confront the real world as a public health entity to maximize the possibility for the public to benefit. If the same standards for proof as are used in a research journal are applied to the Board's decisions, they would never pass anything. This proposal has a better chance at positively affecting kids than the school being without a curriculum. Segal agreed something is better than nothing, but wondered if this Board is the one to do it. She noted the health teachers are not the people in charge even if they receive the curriculum material. O'Rourke said it would go through the school boards. It is not a guaranteed success but a way to help the teachers. James said the money will be dispersed to every school in the County so at least the educational tools can be there. Rappaport noted the proposal's budget includes \$2,400 for training the teachers.

The Board discussed when the IDPH money must be spent. James offered to speak with John Jay, a County Board member and local Fire Chief, about putting forth a request for defibrillator equipment to the Board. The Board voiced its support of that approach. McGrath said that Pryde had previously suggested using the IDPH money to purchase equipment dictated by the outcome of the bioterrorism workshop or updating the County vehicle used by CUPHD. Rappaport asked why the Board of Health pays CUPHD for mileage when the Board owns a vehicle used by CUPHD. McGrath said the vehicle is just used by the Environmental Health Division and the mileage costs might be for other purposes. Rappaport was concerned the Board of Health was paying for mileage on a vehicle it owned, essentially renting its own vehicle. Rappaport expressed he was hesitant in putting the money into a vehicle, but he was not opposed to it if it seems like a good thing. Peterson said there may be some public buildings that could use defibrillators. James said he was thinking about the smaller rural police or fire departments that do not have the funds to buy equipment that could be used. Segal asked what a portable defibrillator cost. Peterson said the cost was about \$3,500.

Motion carried.

Meline indicated there is a possibility the IDPH grant would become an annual grant because it is currently in the General Assembly budget.

Recommendations Regarding One-Time Revenue from IDPH

Discussion over this issue is documented above.

Other Business

Report from Board Study Session January 15, 2008

Rappaport stated the report on the January 15, 2008 study session is documented in the very complete minutes provided in the agenda packet.

Illinois Public Health Association Annual Conference on April 8-10, 2008 in Springfield

McGrath was unable to provide the Board with any more information on the Illinois Public Health Association Annual Conference other than what is on the association's website, which was included in the agenda packet. No one from the Board of Health has ever attended this conference. Last year's attendance fee was \$150 for association members, which would apply to the Board. The other costs associated with the conference are a hotel for two nights and mileage. O'Rourke said he has attended this conference many times. He stated it is worthwhile for a Board members to attend because it gives one the opportunity to talk to other public health administrators and board members. One can learn what innovative things other communities are trying. Weibel announced members of CUPHD would be attending the conference and a Board of Health member could get a ride with them to save mileage money. McGrath said the Board would have to make a motion to allocate money for this purpose. The Board discussed how much to allocate for the conference. O'Rourke asked that any members who do attend the conference to report back to the Board on what they learned. James suggested the next budget contain a line item for conferences and training. McGrath said there is line item in the current

budget for that purpose, but it was spent to send Carrie Storrs to the Bioterrorism Summit. The money is available in the budget, but the line item itself has been expended.

MOTION by O'Rourke to authorize a total expenditure of \$1,200 for up to two Board members to attend the Illinois Public Health Association Annual Conference; seconded by James.

James asked about allowing a per diem for food. McGrath said this is modeled on the County's Travel Policy which allows for such a per diem. McGrath said the Board is leaving this up to the County Administrator of Finance to decide what budget line to take the money from.

Peterson suggested a friendly amendment raising the allocated amount to \$1,500. O'Rourke and James agreed to consider it a friendly amendment.

Motion carried with a friendly amendment to increase the total amount to \$1,500.

Placement of Public Participation on Future Regular Meeting Agendas

James liked the way the two public participation sessions were laid out on this agenda. It was exactly as he had envisioned it when he made the request. Rappaport asked if the Board should take a vote of the issue. McGrath said they should.

MOTION by James to change the agenda to include two public participation sessions as presented; seconded Gowda.

Rappaport asked if any of the public present had any thoughts or feelings about this issue. No member of the public did. Weibel asked McGrath about the standard for public participation. McGrath said the Illinois Open Meetings Act has no case law or statutory provision about where public participation will be located on an agenda except for stating that it is not required on a study session agenda. The Board can set rules on how the agenda is structured. The Board can place restrictions on the amount of time the public can speak. Weibel said the County Board sets public participation at the County Board meetings at five minutes per participant. McGrath noted the County Board also has a rule that total public participation is limited to one hour. Peterson asked if the Board has codified its rules. McGrath said the Board has not other than its bylaws, which has a few rules about structure. Peterson requested the Board of Health be presented with the County Board's codified rules at the next meeting.

James said he envisioned this change as not being a big deal because there is normally not a lot of public present at the meetings. This was a way to be flexible and to move the agenda along, which other Board members supported. McGrath noted there are ways to suspend Robert's Rules of Order, which supposedly governs the Board of Health and the County Board.

Motion carried.

Status Report as to Ongoing Items to be Addressed by the Board of Health in Future Meetings

The Board discussed a list of ongoing issues that were not ready to be agenda items at this time. Rappaport asked if anyone knew what the Human Services Council is. Both Peterson and McGrath did. Rappaport asked if it is something the Board would want to be involved in. McGrath explained the council is the broad definition of human services, not just healthcare. The council used to meet quarterly and has no membership per se. Peterson said it is an opportunity for people in community services organizations to talk amongst themselves and on collaborative issues. James said if the council has something they feel would fit with the Board of Health; they should send someone to the Board. The council would touch on a number of issues that the Board of Health has no control over. Peterson said the new relationship with the Mental Health Board covers a broader area of issues than before. Rappaport asked about the status of the possible fine against the Champaign County Nursing Home. Weibel and McGrath confirmed this issue is ongoing, but not ready to be discussed yet. Rappaport noted the Senior Services Contract with the Regional Planning Commission calls for quarterly reports. He asked if the Board needed to remind RPC about this report. McGrath spoke to Darlene Kloeppe yesterday and Kloeppe inquired if the Board wants the quarterly report on their March agenda. Bork would confirm to Kloeppe that the report should go to the Board in March.

Rappaport had a discussion with Carol Elliott about the Board's suggested revisions to the CUPHD contract. Rappaport gave Elliott all the suggested revisions and informed her that Pryde had seen the revisions and given feedback that was incorporated into the document. Elliott told Rappaport that she would bring the contract revisions to the CUPHD Board for discussion. Rappaport suggested to Elliott that the two boards could hold a joint study session so they could converse about the contract. The current contract expires at the end of November and the Board would like to get moving on the next contract. Rappaport asked Weibel if there was a way to arrange such a study session. Weibel said he was not able to attend the last CUPHD Board meeting and suggesting contacting Elliott. Peterson encouraged the notion of the contract being worked on because the expiration date will come up quickly. Weibel suggested McGrath speak with the CUPHD attorney. McGrath agreed to contact Fred Grosser, the CUPHD attorney, because her last conversation with him indicated that Grosser had reviewed the Board's changes and found most of them to be acceptable. Rappaport spoke about the two boards having a conversation about the contract that is not entirely based on legal issues, so the Board of Health could communicate their intentions without finalizing it into a contract. O'Rourke recommended McGrath speak to Grosser about the legal issues and Rappaport speak to Elliott about the joint study session. The Board encouraged the idea of a study session in April or May.

Rappaport asked McGrath about the status of her investigation of the financial and legal issues involved in a possible merger between CUPHD and the Board of Health. McGrath has spoken with the Chair of the County Board's Policy, Personnel, & Appointments Committee about placing this item on the April agenda. She has had discussions with the entities in Springfield that have undergone a merger. She is trying to set up a meeting with the Director of the merged department. Rappaport asked McGrath to keep the Board informed about how things are looking and the issues that arise.

Rappaport noted that at the January study session the Board agreed to the method of having the Mental Health Board proceed through its normal application process. Peter Tracy would be looking for proposals that might be relevant for funding from the joint Board of Health/Mental Health Board money. Tracy has prepared an RFP asking for something more specific, if it is needed. A memo from Tracy was distributed that listed the four applications Tracy thought could be considered for joint funding. Peterson wanted to see the actual applications in PDF format and asked that these be emailed to the Board.

Public Participation on Non-Agenda Items Only

Weibel asked about the number of young people in the audience. One young person explained they are from a local school and are observing the meeting as part of a public health course.

Adjournment

The meeting was adjourned at 7:38 p.m.

Respectfully submitted,

Kat Bork
Board of Health Secretary

Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.