

CHAMPAIGN COUNTY BOARD OF HEALTH

**Monthly Meeting
Tuesday, March 25, 2008, 6:00 p.m.**

Call to Order & Roll Call

The Board of Health held its monthly meeting on March 25, 2008 in Meeting Room 2 at the Brookens Administrative Center, 1776 East Washington, Urbana. The meeting was called to order at 6:00 p.m. by Julian Rappaport. Prashanth Gowda, Stan James, Nezar Kassem, Julian Rappaport, Betty Segal, and Carrie Storrs were present at the time of roll call. John Peterson arrived after roll call. Absent members were Thomas O'Rourke and Susan Maurer. 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), Darlene Kloeppel (RPC), and Julie Pryde (Acting CUPHD Administrator).

Approval of Agenda/Addendum

MOTION by James to approve the agenda; seconded by Storrs.

Peterson entered the meeting at 6:01 p.m.

Motion carried.

Approval of Minutes

MOTION by James to approve the February 26, 2008 minutes; seconded by Kassem.

Segal and Rappaport requested edits to lines 217, 257, and 302 in the minutes to correct minor errors.

Motion carried as amended.

Public Participation on Agenda Items Only

Greenwalt said she was present for any questions, especially on the CIDES grant request.

Rappaport asked if there were any objections to moving item L 1 earlier in the agenda. James asked if the other agenda items would take long or have prolonged discussion. Kassem suggested leaving the agenda as it is. The Board agreed to not alter the agenda.

Monthly Reports

Pryde said the CUPHD monthly reports are available on the website and are searchable. Rappaport asked if someone could provide a commentary on how the mobile unit is doing. Pryde said February was a hard month because of the bad weather and being a short month with holidays, so the service hours were shorter. The Rantoul mobile visit went very well and fourteen people received services. The monthly report shows the locations and which services

people received. People can come on the mobile and receive services that CUPHD does not track. They do track referrals. Pryde asked if there was any confusion about the report. Rappaport said he was able to follow the report this time, but he wanted more substantive commentary in the future. Pryde offered to provide more commentary or bring Tamie Nagrodski to a meeting. Pryde explained the mobile unit has been out for two months. The Rantoul visits have been successful because Pryde thinks James is getting the word out. CUPHD is sending out things to newspapers to be placed on community calendars, but only certain people read those. It will take some time to finesse the mobile schedule to determine what sites and times are best.

James asked if anyone could get services on the mobile unit. Pryde confirmed anyone in the County can use the mobile unit's services. James volunteered to speak with the Mayors of Gifford and Ludlow to make the communities aware of the service. Pryde reiterated it is going a little better than she thought it would. It takes a while for this type of program to develop because there was no media exposure in the smaller towns. She suggested putting up flyers.

Segal said some people in smaller towns can be frightened by the mobile unit because they think the state may be coming to take their children away. She suggested the mobile unit maintain a regular schedule for six months. Pryde explained CUPHD sends a monthly schedule to community centers and they talk to people in advance. She distributed a schedule to the Board. James said he printed up a flyer from Nagrodski and got the flyer out to all of his tenants. This helped to ensure a good turnout. He is working on other ways to get the word out.

Rappaport asked if CUPHD alerts the service providers that are referred by the mobile unit. Pryde stated it depends on the referral because they can vary from everything from eyeglasses to STDs. The CUPHD staff wants people to be as comfortable as possible in order that they will come to get services. CUPHD does not care if someone gives them a fake name because it is more important that the person is seeking treatment than what their identity is, especially in regard to STDs. Pryde described more about the referral process. Rappaport asked if we do not know how many of these referrals are used. Pryde said that was correct and the agencies we refer the clients to will not keep statistics for us.

MOTION by James to receive and place on file the CUPHD monthly reports for February 2008; seconded by Storrs. **Motion carried.**

MOTION by Peterson to receive and place on file the CIDES monthly report for February 2008 and the CIDES Financial Statements for 2007; seconded by Segal. **Motion carried.**

Correspondence and Communications

Rappaport said Maurer has moved to Bloomington and resigned from the Board. The County Board Office will be receiving applications from anyone interested in being appointed to the Board to complete Maurer's term. Maurer recommended someone as a replacement to the County Board Chair. Pius Weibel was planning to appoint someone in May. McGrath described how the position is advertised. Storrs asked if a Secretary needs to be elected in meantime. McGrath said the election of officers takes place in May and the Board can wait until then.

Rappaport had directed Bork to email Carol Elliott about the Board of Health's suggested revisions to the CUPHD contract after the last meeting to try and set up a meeting or study session to discuss the contract with both entities. Elliott agreed to put the contract on the next CUPHD Board agenda. The next CUPHD Board meeting is scheduled for this week.

Treasurer's Report

Invoice submitted by CUPHD for January 2008

Peterson was interested in the most recent invoice because the amount was lower than last month's invoice. The contract with CUPHD states the Board of Health will pay for 1/12 of the total contract amount each month, but the invoices have not been for consistent amounts. The 1/12 of the contract is \$49,625. Peterson suggested CUPHD stop invoicing the County and the Board just pay the set amount every month. Pryde asked what the Board preferred in an invoice. McGrath said if CUPHD is asking for more than the 1/12 amount in a month, then an invoice with some detail is necessary. McGrath said the next monthly payment will be less because of the high amount paid in December. Pryde agreed to make the remaining invoices equal to 1/12 of the contracted amount.

MOTION by Peterson to pay the CUPHD January 2008 invoice; seconded by James.
Motion carried.

Peterson suggested targeting the Budget Subcommittee meetings to start in May. McGrath and Bork pointed out that the Budget Subcommittee meetings have been scheduled on the annual calendar that was approved by the Board in December. The Board discussed appointing a person to replace Maurer on the Budget Subcommittee. Peterson described the responsibilities of the subcommittee and how last year's budget preparation required five meetings. Rappaport asked if appointment to the subcommittee required a vote of the Board. McGrath confirmed it did. Rappaport said any interested parties should contact him and Peterson. Peterson encouraged Board members to consider the Budget Subcommittee appointment because the best way to learn about what an organization truly does is to learn how it spends its money.

Peterson asked about the mileage being charged to the Board of Health for the van it owns. Pryde said the mileage amount is the cost of gas and oil changes. The van is not one of the County's regular fleet of vehicles. Rappaport asked if the Board would be paying the same rate if they did not own a vehicle. McGrath said County departments pay for the use of County vehicles. Rapp asked about using one of the County's vehicles instead. Peterson noted the van is very old and Pryde confirmed it is aged. Storrs said the van was purchased when the public health department was created to have a vehicle with the health department's name visible on it. Pryde pointed out the department's name is not on the van. Peterson suggested having the van inspected by the Highway Department mechanics to see if there is any reason to keep it. Storrs said it could be cheaper to lease a vehicle for regular use rather than owning a vehicle. James asked for the van's age. Pryde said the van is ten years old. James suggested donating the van to Animal Control or the Coroner. Pryde said there would be an impact on the budget. Rappaport requested historical information on what the Board has been spending to keep the van running.

Budget Amendment for IDPH General Revenue Grant

This memorandum was provided by Deb Busey for information only.

Regional Planning Commission First Quarter Report for Senior Services

Kloeppel was present to make sure the first quarterly report was what the Board wanted to receive regarding the Senior Services program it is contracting for through the Regional Planning Commission. The report included a narrative and a template RPC staff would fill out for various locations in the county. RPC staff is trying to get contacts in communities to check on seniors. A list of unmet needs for seniors was provided. Some of the unmet needs are addressed by existing agencies and programs, but some programs might have waiting lists or do not have enough resources. Kloeppel spoke about the state survey from the Department on Aging. She offered to answer any questions or take any further direction from the Board.

James asked if no one has met with any senior clients for this program. Kloeppel said her staff meets with clients regularly for circuit breaker applications. James said there are two different seniors groups in Rantoul that meet on monthly basis and would be interested in this type of program. He offered to talk to some of these people as contacts for RPC. Kloeppel said the contacts can be individuals other than elected officials, such as local pharmacists or people in the post office. Rappaport asked if the program has hired a full-time employee. Kloeppel said they have a full-time equivalent with tasks split among three employees. A new person was hired for four days a week with the Board's money. Rappaport asked who the coordinator is. Kloeppel said Victoria Christensen will be the coordinator. Rappaport wanted ongoing contact with administrator of this program. Kloeppel asked if the Board wanted an RPC representative to attend every meeting. Rappaport suggested a staff person come to the meetings to present the quarterly reports, attending every meeting was unnecessary. Kloeppel said the Board members can contact her or Christensen at any time. James said he hoped by the second quarter there will be reports of reaching out to seniors who previously had not been receiving services. Kloeppel stated the outline will be fleshed out. Rappaport said it would be most instructive in determining how these services are blending into ongoing activities by learning what the level of activity in rural areas was before the grant and what the level of activity is with the grant. Kloeppel agreed that type of comparison could be done. RPC submitted an application to the Mental Health Board for geriatric assessment, which would serve as another building block. Rappaport stated that in order to see that the grant money is being well spent from the Board's perspective; they need to be able to document and compare the level of services that existed before and after.

Kloeppel explained the activities that she supervises are in a different fiscal year than the Board of Health, so she would appreciate a slightly extended deadline for the next report. She asked to have four months to compile the next report to avoid having to perform a different data collection. The Board agreed to that request.

James thanked Kloeppel for the list of unmet needs. Segal asked about the degree to which needs are unmet. Kloeppel said the needs are not listed in any particular order, RPC staff only knows about the needs from people who contact them. Kloeppel noted many agencies provide services like home repair, but they run out of money during the year or the rural

communities do not provide it. There are always more needs than what can be met. Rappaport asked if the unmet needs are reported by clients or service providers. Kloepfel said the unmet needs might be reported by the clients themselves or the clients may be telling the service providers. Kloepfel invited the Board to call or email her with any questions.

MOTION by James to receive and place on file the Regional Planning Commission First Quarter Report for Senior Services; seconded by Peterson. **Motion carried.**

Mental Health Board Joint Funding Proposals

Rappaport stated he and Segal volunteered to join with two people on the Mental Health Board to review the joint funding proposals. Bork contacted the Mark Driscoll, who is the Mental Health Board staff person designated for this project. Driscoll will contact Segal and Rappaport to set up a meeting.

Issues Regarding CUPHD

Report from Acting CUPHD Administrator

The Administrator's Report was distributed by Pryde. She reviewed her report for the Board. Pryde passed out pandemic influenza CDs and suggested the Board of Health buy these for distribution within the County. She also shared information about CUPHD's work in testing for STDs. Pryde distributed the new CUPHD organizational chart and a revised phone list, as well other information on programs. The Board thanked Pryde for this information. Pryde recommended the Board members forward any of her emails to their own groups if they might be useful.

Other Business

Proposals for Consideration in Spending IDPH Grant Funds

Pryde distributed a proposal from CUPHD for the Board to purchase child car seats for distribution.

James questioned if the proposal from the Champaign County Fire Chiefs Association included purchasing equipment for a few fire protection districts that were in other counties. McGrath stated some of the districts bleed over into other counties. Pryde remarked that she sent an email saying other grant money is available for some fire departments to purchase equipment like portable defibrillators or CO detectors. Rappaport asked why Urbana was on the list of fire departments when it was supposed to be rural departments. McGrath said Urbana Township is listed; it is not the City of Urbana. James said the fire departments could apply for the grant Pryde suggested, but they may or may not be awarded that grant. The Board has the money available now and he supported using it to purchase the equipment need by the fire departments. Peterson concurred and was surprised there are so many fire departments without defibrillators because fire departments are often the first responders to emergency calls, sometimes even before ambulances. In situations where every second counts, the defibrillators will save lives. There is a definite need for this equipment. He added that defibrillators like these are distributed in major cities. Pryde said there is a grant program for defibrillators that the smaller fire

departments might not know about. The doctors on the Board and Pryde agreed that the defibrillators are very easy to use. James said John Jay, the Cornbelt Fire Chief and a County Board member, would support training for this equipment to be used. The Board agreed training should be required with the purchase of this equipment. Pryde said the departments would get training with their CPR training.

MOTION by James to support the request from the Champaign County Fire Chiefs Association with the added requirement that the departments prove they will receive training.

Rappaport said the Board would be giving the money to the Fire Chiefs Association to get the equipment to the departments. Storrs asked to hear all the proposals before voting on any single one.

James withdrew his motion. The Board agreed to consider CUPHD proposal for purchasing car seats. McGrath said the proposal could be added under agenda item L.

Storrs asked for brief summary of the CIDES proposal. Greenwalt said the proposal was originally submitted to the United Way. The United Way decided not to fund the proposal because they considered it a capital expense. Greenwalt spoke to a couple of United Way Board members who might help get some money for this proposal. Greenwalt explained some kids have caregivers to take them to dental appointments and some do not. This proposal is to purchase equipment to do restorative dental work on a mobile level. CIDES ideally wants to have a digital X-Ray. The mobile equipment is sturdy equipment; CIDES would need a mobile unit, hand piece, and other equipment. Greenwalt added CIDES has hired a new dentist named Dr. Teal.

James could support this proposal; he wondered how much this equipment would be used to do services. Greenwalt stated CIDES would bill Medicaid to pay for the services provided through the mobile unit. Storrs added it does not do any good to perform dental exams on the kids and then not be able to provide treatment. Greenwalt said these mobile services would be done in addition to CIDES's other services. They hope to do two days a month in the mobile unit. James asked if the United Way can get other money for CIDES as Greenwalt indicated. Greenwalt she is going to try and meet with some United Way Board members to get more money from sources outside of the United Way. Rappaport asked how little did CIDES need from the Board of Health since funding could be obtained from other sources. Greenwalt could not say. Pryde thought Illinois Children's Health Care would fund this proposal. Greenwalt said she will look for money until she gets it for this equipment.

Pryde explained the Safe Kids Coalition has a car seats program that allows people in to get free children's car seats at inspection stations. Brandon Meline, Director of CUPHD's Maternal and Child Health Management Division, emailed the Board with a recommendation to use the IDPH money to purchase car seats. The car seats are passed out until they run out. The car seats cost \$40 apiece and last year the inspection station distributed approximately 140 seats to County residents.

Rappaport noted the proposals are for \$10,000 more than the Board has available. The Board discussed how to spend the remaining IDPH money.

MOTION by James to spend the remaining the one-time IDPH Grant money to fund the Fire Chiefs Association proposal in its entirety at \$26,775 with the stipulation that the fire departments receive training with the equipment provided, to fund the CIDES proposal for the purchase of mobile equipment in the amount of \$10,000, and to use the balance of \$856 for CUPHD to purchase car seats for distribution at inspection stations; seconded by Peterson

James hoped Greenwalt gets money from other sources to purchase all the equipment. Kassem said a lot of the portable equipment can be found at a less expensive price either online or by purchasing it used from a dentist. Kassem thought Greenwalt could get what CIDES was looking for with the \$10,000. There are also ways to get donated hand pieces from dental schools.

Motion carried.

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

Rappaport asked if anyone wanted to go to Illinois Public Health Association Conference. There were no volunteers. The Board agreed that Rappaport would attend the Illinois Public Health Association Annual Conference.

James exited the meeting at 7:53 p.m.

Public Participation on Non-Agenda Items Only

There was no public participation on non-agenda items.

Adjournment

The meeting was adjourned at 7:54 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.