

CHAMPAIGN COUNTY BOARD OF HEALTH

**Monthly Meeting
Tuesday, July 29, 2008, 6:00 p.m.**

Call to Order & Roll Call

The Board of Health held its monthly meeting on June 24, 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, John Peterson, Cherryl Ramirez, Julian Rappaport, Betty Segal, and Bobbi Scholze were present at the time of roll call. Nezar Kassem arrived after roll call. The staff member present was Kat Bork (Board of Health Secretary). Others present were Julie Pryde (CUPHD Acting Administrator), Darlene Kloepfel (Regional Planning Commission), and Andrea Wallace (CUPHD Finance Director).

Approval of Agenda/Addendum

MOTION by James to approve the agenda; seconded by Peterson. **Motion carried.**

Approval of Minutes

MOTION by James to approve the June 24, 2008 minutes; seconded by Scholze.

Ramirez corrected the spelling of Wanda Tracy's name, which does not have an "e".

Motion carried as amended.

Public Participation on Agenda Items Only

There was no public participation on the agenda items.

Correspondence and Communications

Bork provided the Provena 2007 Community Benefit Annual Report. The report will be kept on file in the County Board Office.

Rappaport reminded the Board members of the monitoring assignments so they could get in the habit of checking on the programs and bringing anything of interest to the Board. Rappaport suggested this approach because he found it difficult to go through every piece of paper in great detail. Ramirez asked if the Board was just looking at the CUPHD reports or if they could bring information about other things from around the state that members are involved in. Rappaport said what he had in mind was looking after the programs that the Board of Health is currently responsible for, but there was no reason not to comment on other issues. He encouraged Ramirez to bring anything else of interest to the Board's attention. He added that any Board member could suggest agenda items to him or Bork. Bork asked that any potential agenda items be sent to her at least a week before the meeting. Scholze asked who would be the best person to talk with regarding the RPC Senior Wellness Program. Bork indicated Darlene

Kloeppel was present and could best address that question. Scholze agreed to speak with Kloeppel following the meeting.

Kassem entered the meeting at 6:06 p.m.

Ramirez spoke about the Protecting Adults Against Preventative Hepatitis seminar on August 13th in Springfield and offered to email this information to the Board. She is on the IPHA Executive Council so she receives correspondence about workshops across the state. Rappaport encouraged any information to be emailed to Board members. Rappaport asked if it was allowable under the Illinois Open Meetings Act for Ramirez to an email to all the Board members. Bork advised that a Board member can send an email to the entire Board, but the individual members had to be careful to not press the "Reply All" button and send a response to the entire Board because that can constitute discussion, thereby violating the Open Meetings Act. James confirmed that was correct. Ramirez also mentioned a conference on erasing the stigma of mental illness on August 22nd and 23rd in Belleville.

RPC Senior Wellness Program **Senior Wellness Program Quarterly Report**

Kloeppel said the Regional Planning Commission was participating in a Maturing of Illinois survey from the Department of Aging. Kloeppel will use the survey questions as a way to get started on the project for the Board of Health, which is to identify specific needs and the gatekeeper/networking/liaison people in communities. RPC has talked to its Senior Services Advisory Board, which is representative of a number of communities. The advisory board members have collected 91 surveys from people in Philo, St Joseph, Homer, Sidney, and Fisher. Rappaport inquired if James could make any suggestions. James expressed that he had spoken with Kloeppel and she is hitting the major communities. Kloeppel explained the surveys were distributed to specific people in an effort to identify the needs of each community rather than identifying across-the-county needs. RPC is trying to build a network. Out of the 91 returned surveys, 15 people said they need more information on housing related issues, 12 people need more information on transportation, and 5 people said they needed more information on healthcare. The survey on healthcare and human services was the most dismaying to Kloeppel because more than two-thirds of the people surveyed said they were not aware of any community resource directories, information referral services, or hotlines. James stated that getting the word out to the right people is something he has been hitting on for some time. He wants to see outreach about the services that RPC and others offer. He hoped the Senior Wellness Program advances so they are actually helping people. Kloeppel said there is a need for assisted living facilities in the County according to the surveys. One of the interesting responses to the transportation issue was that people needed transportation to doctors' offices, pharmacies, and exercise classes. This is not considered a random sample because not enough people are being surveyed and the people being surveyed are being specifically chosen. James suggested getting in touch with people who run the community service centers. Kloeppel said one of their ideas for this year is to try to get in touch with township supervisors.

MOTION by James to receive and place on file the Senior Wellness Program Quarterly Report; seconded by Peterson. **Motion carried.**

Treasurer's Report

Invoice submitted by CUPHD for May 2008 Invoice Submitted by CUPHD for June 2008

Peterson announced the invoices were consistent with the contract.

MOTION by Peterson to pay the CUPHD invoices for May and June 2008; seconded by Kassem. **Motion carried.**

Report from Budget Subcommittee

Peterson asked if there were copies of CUPHD budget for the Board members who did not attend the Budget Subcommittee meeting. Wallace did not bring enough copies for the full Board, so Peterson distributed the handouts prepared by Deb Busey listing the FY2009 Board of Health Budget. Peterson said it had become clear in the Budget Subcommittee meetings that some items were very nebulous. Peterson reported this year's process was the most straightforward budget process that he has been involved in with CUPHD and the FY2009 budget represented an incremental budget. A lot of the major policy issues were fleshed out last year and they are now looking at extending programmatic elements into FY2009 with the necessary adjustments in costs and revenue. The CUPHD budget will be an appendix to the contract with CUPHD. Peterson will present the budget at the County Board's Legislative Budget Hearings.

Peterson described the expenses for next year, which include programs with CIDES, RPC, the Mental Health Board, and the mobile unit contract. The CUPHD budget includes funding for the core programs as well as grants for Bioterrorism, Maternal & Child Health Management, West Nile Virus, and Tobacco Free programs. The core programs the Board is required to provide as a public health department are Environmental Health and Infectious Disease. Wallace provided an incremental budget and showed the change from last year to this year, which was very helpful. The bottom line was a \$54,000 increase in the CUPHD contract compared to FY2008 without any major program changes. There were two major areas that caused this increase. One area was the likely increased caseload for the Illinois Breast and Cervical Cancer Program. The state changed the eligibility requirements, which constitute an unfunded mandate from the state. The program will now provide diagnostic and therapeutic services for any uninsured woman, including middle class women who chose to not purchase insurance. The Board of Health does not stop providing these services when the state funding runs out during the year. The difference in expense versus state revenue comes out of the Board's general fund. Another large change was a \$34,000 increase in Environmental Health largely due to CUPHD personnel salary growth and high mileage costs. Increased activity in the core programs result in increased expenses. For example, the higher number of restaurants inspected is beneficial to the public and results in higher costs for the Environmental Health Division. New restaurants have opened in the County that require inspection. Page 9 of the CUPHD budget summarizes how poorly the fees cover the Environmental Health activities. The total revenue generated by fees is \$139,063 while the total expense is \$319,627. Environmental Health provides core services that are essential and constitute major, expensive programs. The Board will spend part of a meeting receiving information from Jim Roberts on various Environmental Health issues. The Board will also discuss a fine structure to help recoup some of

the inspection costs and will probably require County Board action to change the Public Health Ordinance.

Peterson pointed out that the revenue total on the budget provided by Deb Busey includes both the CUPHD and County revenue. The CUPHD funds pass through the fund and this tax revenue goes to CUPHD, not the Board of Health. Peterson reported the Board did not spend all its revenue this year and the distribution of property taxes ended up being more favorable to the County than was originally projected. As a result, the fund balance increased. The Board of Health is sitting on a \$495,262 fund balance. The Budget Subcommittee looked at the level of CUPHD expenditures with projected revenue and expects to spend \$40,000 of the fund balance in FY2009. The Budget Subcommittee recommended requesting less of a subsidy from the County Board's General Corporate Fund. In past years, the County Board has provided a subsidy in the amounts of \$150,000; \$145,500; and \$95,000. The County Board's General Corporate Fund is not doing well and the Budget Subcommittee was aware they had to ask for less. The Board of Health is requesting a \$45,000 subsidy from the County Board in FY2009. The Board might lose the entire subsidy amount as this is dependent on the County Board. Peterson stated this is the first budget process he has done in 8 years where the Board's figures are on target. He was amazed by Deb Busey's ability to nail property tax revenue projections within \$2,000. He noted a great deal of credit goes to Pryde, Wallace, and the CUPHD Finance Department for preparing a better budget document. Rappaport felt the Board received good answers on the reasons why the expenses went up. Peterson wished the Board of Health had a better tax rate, but that would require a referendum. James did not think a referendum would pass in the present economic climate. He noted the property tax revenue has remained constant and expressed concerns about the state grants with the state funding being cut. Peterson remarked that he would advocate for the Board to make up any IBCCP funding that might be cut, instead of cutting off those services.

FY2009 Board of Health Budget

MOTION by Peterson to approve the FY2009 Board of Health budget document as prepared, with the CUPHD Budget as Appendix B of the contract, for presentation to the County Board; seconded by Kassem. **Motion carried.**

Segal asked for a copy of the CUPHD budget. Wallace agreed to email it to the entire Board.

Issues Regarding CUPHD

Report from Acting CUPHD Administrator

Pryde reviewed the division reports that are online, including the new initiatives. A new website for emergency preparedness is up and running at www.champaigncoprepares.com. CUPHD is looking into the research institute, participating in the HIV/STD Sentinel Group, supporting a proposal to Robert Wood Johnson, and undertaking training for parish nurses and faith based organizations on August 9th. On September 23rd, CUPHD will hold an event for school office managers and nurses at Jupiter Two to better make these individuals aware of CUPHD as a resource for schools. Pryde will stress how the school office managers and nurses

are the eyes and ears for the community. She hopes they will contact CUPHD for something other than head lice. Pryde noted the mobile unit was at the County Fair. The sidewalk at the Kenyon Road facility should be completed by October 4th. Pryde found out today there will be a 20% reduction in the Public Health Emergency Preparedness funds, but this should not impact the Board's budget. She further described upcoming workshops. CUPHD's first Farmer's Market was a great success. Provena may provide free sweet corn at future markets. Incoming kindergarten students must have eye exams, so CUPHD is working hard to get the kids seen.

Division Monthly Reports – June 2008

Rappaport wanted to be sure the new Board members knew how to find the monthly reports. Pryde included the URL in her report and Bork volunteered to email instructions for locating the reports on the CUPHD website. Rappaport recommended the Board members look at their assigned monthly reports to see what services are reaching County residents.

Ramirez asked if the state or the County mandated that second graders have to see a dentist. Pryde answered it was state mandated. Rappaport requested that the Administrator's Report be emailed to the Board ahead of the meeting.

Issues Regarding CIDES

Monthly Report – June 2008

The report was received by the Board.

Other Business

Resolution Thanking Thomas O'Rourke for His Years of Service

Rappaport wanted to thank Thomas O'Rourke for his service on the Board, either in a resolution form or as a letter. James favored a resolution because it would always be a part of the record. Rappaport will prepare a resolution, which will be placed on the next agenda.

Date of August Meeting

The date of the August Board of Health meeting would conflict with one of the nights of the County Board's Legislative Budget Hearings. The committee discussed canceling the August meeting because there were no pending agenda items. James suggested Pryde talk to Jim Roberts about scheduling a presentation on Environmental Health at the September 30th Board meeting. Pryde agreed to check with Roberts.

MOTION by James to cancel the August Board of Health meeting unless any emergent issues arise; seconded by Peterson. **Motion carried.**

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

No action taken on this item.

Public Participation on Non-Agenda Items Only

Carol Elliott asked that CUPHD be involved in possible merger discussions. Bork offered to send Elliott the contact information for Carrie Storrs, the former Board member who is working on this issue. Rappaport agreed talking openly about this issue is a good approach.

Adjournment

The meeting was adjourned at 7:04 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.