

**Ford County Board of Health Meeting
Gibson Area Hospital and Health Services Board Room
November 18, 2014 at 6:00 PM**

The Ford County Public Health Department Board of Health met at the Gibson Area Hospital and Health Services board room on November 18, 2014. The meeting was called to order at 6:00 PM by President, Mike Short. Those members present were Randy Berger, Dr. Kevin Brucker, Tina Biggs, Dr. Mark Spangler, Laurelyn Cropek, and Mike Short. Dr. Katherine Austman and Valerie Cox were absent. Lana Sample, Administrator, and Page Marcott, recording secretary, were also present.

Approve payment of current bills.

Dr. Spangler made the motion to approve payment of current bills. Randy Berger seconded the motion. Motion carried unanimously.

Approval of previous minutes

Randy Berger made the motion to approve the previous meeting minutes. Dr. Spangler seconded the motion. Motion carried unanimously.

Administrators Report

MCH Report

WIC caseload was up to 273 which is an increase from September numbers. They are currently at 88% of caseload. FCM caseload is at 96 which is a decrease since last month. Kristen and Lana discussed the reports that are given from Cornerstone. There is an issue with caseload count on the report given. If a family of 4 comes in and they are all active in FCM it will only count at 1 client so the active clients isn't completely accurate. Kristen has been working with the state to try and get something figured out for better caseload reporting. They also added another late night WIC which gives them two late night WIC for the month and both nights are full of appointments.

Agency Update

The Medicare application has been approved and Page has been busy billing Medicare. Grant money is starting to come in.

The staff has been getting policy and procedures together for Ebola and making sure they stay up to date with information.

Christy conducted an earthquake drill at the office.

Senior Services programs:

There were two new APS reports that involved adult with disabilities. We currently have seven open cases.

There are 60 active clients in Community Care program and they did 13 prescreens in October.

Susan has 49 clients at Kempton in October.

Community Health

21 VFC immunizations and 3 adult immunizations were given. Susan did 178 Vision and 206 Hearing screenings.

Environmental

Nancy did 22 food, 2 septic and one well inspection in October. There were 3 radon test given out and 3 water samples.

Finance Report

Page informed the board that Ed will be coming to the office next week to help close out 2014 books and get them ready for the audit. Randy Berger made the motion to approve the budget report. Dr. Spangler seconded the motion. Motion carried unanimously.

Policy and Procedure Update

Randy Berger brought the changed policies to Page. She has made the necessary changes and will load them on BoardPaq for the board to review. He stated that the committee will meet again this week to review more policies.

Medical Director Salary

Randy Berger made the motion to contract with Dr. Katherine Austman starting December 1, 2014 for \$300/month at 6 month and will be automatically renewed unless there is a 30 day termination by either party. Dr. Brucker seconded the motion. Motion carried unanimously.

Dr. Spangler made the motion to amend the current contract with Dr. Katherine Austman and change contract to be \$300/month for 5 months starting July 1, 2014. Dr. Brucker seconded the motion. Motion carried unanimously.

Consortium Update

The latest consortium meeting gave the agencies more detailed information about the importance of each member joining the consortium. Rob Schmitt informed the audience about the importance of community health. Sheila explained how the grant worked and showed a diagram on how the consortium looks.

Mike explained to the board about a new \$100,000 onetime grant. He spoke with Sheila and she thought the grant fits in very well with the consortium plan. She did think it would be of best interest for health department to be lead applicant. Mike, Sheila and Steve had some concern about the cross referencing between this grant and the other grant Sheila has been working on. The CRCC has agreed to be an agency on this new grant and Rob Schmitt showed interest but would need full board approval before any decision was made for the hospital.

Sheila's contract will be revised to show the appropriate dates for payment and to reflect any updates for this grant.

Food Permit Risk Level

Nancy came to Lana with concern on the old ordinance which only had Low, Medium and High Risk levels but she stated to Lana that there were four business that were considered Very High and she wasn't sure on how to charge them since the ordinance didn't have a Very High level. Board suggested to change the wording from High Risk Level to say High/Very High. Laurelyn Cropek made the motion to approve the change. Tina Biggs seconded the motion. Motion carried unanimously. Once changes are made they need to be submitted to Ford County Board for approval.

Home Kitchen Ordinance

Lana explained the new “Cupcake Law” that the State of Illinois passed in July. There was discussion on whether the board wants to create an ordinance for Ford County. The board decided they would discuss it further at the December board meeting.

Escrow Account Extension

Mike informed the board that the FIPHD Escrow Agreement terminates December 31, 2014 but it set up for auto renewal Mike spoke with Rick and Randy and they suggested to try and get both county boards to create some sort of agreement. A few board members suggested asking the current Escrow agent if they would reduce the fee or possibly do the services for free.

Christmas Eve/New Year’s Eve Schedule

The Board decided the office would remain open at normal business hours on Christmas Eve and New Year’s Eve.

Adjourn

Randy Berger made the motion to adjourn the meeting at 7:31 p.m. Laurelyn Cropek seconded the motion. Motion carried unanimously.

Dr. Mark Spangler, Secretary

Date