

Tazewell County Board of Health  
Minutes of Meeting

October 23, 2006

In the absence of President Tom Wojtas, Bill Ebert called the scheduled monthly meeting of the Board of Health to order at 7:30 pm in the Health Center, Tremont, with the following members present:

Chuck Bowen	Gary Burton	Bill Ebert	Mike Harris
Dr. Erika Hunter	Julie Ramlo	Jeannette Ulrich	Dr. Jerry Stonecipher (by phone)

Staff members present included Amy Tippey, Janet Johnson, Evelyn Neavear, Erica Mutchler, and Sarah Fenton.

Mr. Burton moved to approve the minutes as mailed; seconded by Mrs. Ulrich; the motion carried.

No agenda changes. Handouts provided included:

- Fund 412 Financials for Revenues and Expenditures
- Department of Health and Human Services letter dated 6/28/06
- TCHD Illinois Tobacco Free Communities Notepads
- County Health Fund Revenue/Expenditure Summary
- Health Funds Summary Fund 412-419 and Fund 254 Solid Waste Planning

Mrs. Johnson provided a handout that showed the 30 individuals on staff that would qualify for the Cost of Living Adjustment (COLA) retroactive to December 1, 2005 through October 14, 2006. These individuals would be above the midpoint but not currently maxed-out in steps. The hourly rates on payroll would be adjusted for the remainder of the fiscal year and the COLA checks would be cut separately from regular payrolls. Mr. Bowen moved to approve the payment for COLA to employees in the amount of \$15,767.81; seconded by Mrs. Ramlo; the motion carried.

The County had developed and adopted Hay Scales through fiscal year 2009 that the health department could adopt for continuity. The scale for fiscal year 2007 had a 2½ percent cost of living adjustment and the scales for fiscal years 2008 and 2009 had a cost of living adjustment of three percent per year. The scales may not be utilized for the next three years but possession of them allows for better budget planning. Mr. Burton moved to approve the approval of the Hay Scales for fiscal year 2007; seconded by Dr. Hunter; the motion carried.

Mrs. Tippey reviewed figures for the fiscal year 2007 budget of revenue and expenditures. Mr. Bill Barrick, former auditor, contracted by the County to complete the budget process, reviewed all the calculations. Then Dental Clinic, formerly in fund 412 would be placed in a separate fund, Fund 417. The State, Federal and Private Grants, formerly in Fund 412, were transferred to a Special Grants Fund, Fund 419. Health department revenue projected for 2006 was increased by \$200,230.00 for projected revenue expected for services provide in dental services from Doral Dental. This revenue may not be received by the end of 2006 but could then arrive in fiscal year 2007. Estimated revenue for 2007 was \$4,905,873.00. Mrs. Tippey would present all figures to the finance committee of the County on October 30, 2006. The County had an error in calculating the department's levy amount for this year and stated that it would be compensated in 2007. Mrs. Tippey voiced confusion in the department's Levy amount as a fixed dollar figure over the past years versus a rate. She would address this with the Finance Committee for clarification. In 2007, Animal Control may pay back the outstanding no-interest loan owed to the Solid Waste Planning Fund in one lump instead of the annual payment that had been made due to a surplus in their revenue. Mr. Bowen moved to approve the budget as presented by Mrs. Tippey for presentation to the Finance Committee and County Board for final approval; seconded by Mrs. Ulrich; the motion carried.

Mr. Ebert commented that he would hope that some effort would be made to reduce that deficit through contact with Finance Committee in other ways, not the budget but the deficit from income and expenses and not just letting it ride.

Mrs. Neavear presented proposed changes to the Tazewell County Septic Ordinance and provided an illustration of property lines to show placement of home structures and septic systems within acreage allowed for the dwelling. Six changes were suggested in the wording of the ordinance. Mrs. Neavear would contact the Illinois Department of Public Health for written approval of ordinance changes to include an increase in the lot size change. The department can grant variances of drinking

wells and geothermal wells, but with properties close in proximity, variances cannot be granted to systems already placed on neighboring properties. The same individual must own the two types of wells. Mrs. Ramlo moved to approve the proposed grammatical changes and deletions to the Tazewell County Septic Ordinance with the removal of “(seller)” in section (d) and the exclusion of the statement “The minimum allowable lot size for any division is 1 (one) acre (43,560 Sq. Ft.)” until approval by the Illinois Department of Public Health and future presentation by Mrs. Neavear; seconded by Mr. Burton; motion carried.

The Exercise, Evaluation and Training Policy for 2006-2007 were presented in an effort to be compliant with the Illinois Department of Public Health (IDPH), the National Incident Management Systems (NIMS), and the Illinois Emergency Management Agency (IEMA). Mr. Harris moved to approve the presented policy to obtain compliance; seconded by Mr. Burton; the motion carried.

Mrs. Ulrich moved to approve the payment of monthly invoices for the month of October totaling \$96,755.77; seconded by Dr. Hunter; the motion carried.

Mrs. Fenton provided an update on the flu clinics. All vaccine ordered had been received. The drive through clinic would take place on Tuesday October 24, 2006 for those with mobility issues, special needs and accessibility. A poster presentation was discussed for understanding of the drive through clinic. Sixteen cars would be seen every thirty minutes with a maximum of four clients per car. Approximately 112 cars were scheduled for the clinic with 250 vaccines planned for distribution.

Erica Mutchler, Director of Health Promotion, provided information on the Tobacco grant, their efforts, and assisting residents of the county to stop smoking. Education efforts in the schools with children occur and assistance with promotion of Smoke-Free restaurants within the County takes place. The department programs also include efforts through the Illinois Tobacco Quit Line in the State of Illinois and the Break the Habit Program. Through referral on the Quit Line, individuals can complete paperwork for a voucher redeemable at Tremont Pharmacy where they will receive two weeks worth of patches to assist in no longer smoking. The department has also begun efforts to work on Public Policy related to tobacco/smoking in Tazewell County. A consultant, Scott Hayes and been working with staff and a comments page was placed on the website for community response to public policy implementation for Smoke-Free environments. Most responses had been positive and the group will begin to collaborate and have coalition meetings with the public on the subject. The first meeting would be on November 15, 2006 at Pekin Public Library at 7:30 am, all board members would be receiving an invite to attend.

Mrs. Tippey provided Directors update. Records destruction went to State for approval to destroy 8,540 pounds (400 cubic feet) of files in December. A company would be contracted to come on site, destroy the approved files, maintain security/confidentiality, and dispose of the shredded materials. Cost would be approximately \$800.00 and the board would see an invoice sometime in December or January for this project. The sealing of the parking lots was completed. The Pekin Chamber of Commerce recognized Tazewell County Health Department for the remodeling and expansion of the Dental Health Center along with District 108 and other organizations. Steve Saul, County Board Member had the article related to the Health Department, with the photo of Mrs. Tippey, framed and presented it to her for display at the department.

The department had received notification that it would be part of Cities Readiness Initiative for the next year to work on being able to provide medication to the entire population of Tazewell County in 48 hours. The grant would be approximately \$62,000.00 and funding would allow the department ability to research the feasibility of this goal and develop a plan and utilize a volunteer medical reserve concept where multiple dispensing sites would be operational.

Mrs. Fenton reported that the Mammogram Day and Pekin Hospital enrolled fourteen new women in our program through the department. These women received services that day and also set up a follow-up appointment with a medical provider.

The next meeting was scheduled for Monday, November 27, 2006, at 7:30 pm in the Health Center, Tremont.

Mr. Bowen moved to adjourn; seconded by Dr. Hunter; the motion carried.

The meeting adjourned at 9:32 pm.

Respectfully submitted,

Jeannette Ulrich  
Secretary