

## CHAMPAIGN COUNTY BOARD OF HEALTH

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### Monthly Meeting Tuesday, April 27, 2010

#### Call to Order

The Board of Health (BOH) held its monthly meeting on April 27, 2010 in the Lyle Shields Meeting Room at the Brookens Administrative Center, 1776 East Washington, Urbana. The meeting was called to order at 6:02 p.m. by Board President Julian Rappaport.

#### Roll Call

Board members present at the time of roll call were Brenda Anderson, Cherryl Ramirez, Mark Huls, Stan James, John Peterson, Julian Rappaport, Bobbi Scholze, and Betty Segal. The staff member present was Kat Bork (Board of Health Secretary).

The absent Board member was Prashanth Gowda, who had notified the President in advance that he would not attend the meeting.

Also present were Deb Busey (County Administrator), Carol Elliott (CUPHD Board Chair), Nancy Greenwalt (Smile Healthy Executive Director), Fred Grosser (CUPHD Legal Counsel), Jim Roberts (CUPHD Environmental Health Director), Jennifer Sampson (Crisis Nursery Family Specialist), and Andrea Wallace (CUPHD Finance Director).

#### Approval of Agenda/Addendum

**MOTION** by Scholze to approve the agenda and addendum; seconded by Huls.

Rappaport asked for the agenda packet to be amended with the removal of Pages 29-30 (the attachments for the Request to Approve Amendment to Appendix A of CUPHD/BOH Agreement). Busey requested Page 30 remain with the explanation that she and Julie Pryde developed this document with the intention that it serve as an appendix to the BOH/CUPHD agreement. Pryde was aware the document on Page 30 would be included in the April agenda packet for the BOH's approval. Rappaport agreed to change his request to only eliminate Page 29. James liked the format used in the decision memorandum and asked if the agenda could be amended to include the discussion and approval of the decision memorandum as the standard format to be used when changing contracts or policies. Busey stated there was no action item on the agenda or addendum to approve the decision memorandum format.

Rappaport requested the Crisis Nursery quarterly report on the Beyond Blue Program be moved from the addendum to after the Smile Healthy monthly report presentation. He further requested the CUPHD invoice be considered before the other CUPHD items.

**Motion carried as amended with unanimous support.**

### **Approval of Minutes**

**MOTION** by Peterson to approve the March 30, 2010 minutes; seconded by Huls.

Peterson requested a correction to line 41. Rappaport requested the date on line 58 be changed to April 5<sup>th</sup> and a language alteration be made to line 178.

**Motion carried as amended with unanimous support.**

### **Public Participation on Agenda Items Only**

There was no public participation on the agenda items.

### **Correspondence and Communications**

There were no communications.

### **Smile Healthy**

**MOTION** by James to receive and place on file the Smile Health monthly report for March 2010; seconded by Huls.

Greenwalt reported that waiting lists for restorative dental care have gotten longer in recent months. Rappaport inquired how the BOH's funding cut impacted that waiting list. Greenwalt explained the cut in funding was absorbed by limiting payments to private practices. Smile Healthy has stopped recruiting new providers. The cut prevented Smile Healthy from expanding services to include staff care days, wherein a doctor would bill Medicaid for the services rendered on that day. She estimated her scheduler could probably come up with 200 children in the county who need restorative care in addition to the 500 people on the Frances Nelson Health Center waiting list.

Huls asked how Smile Healthy bills public aid for dental services. Greenwalt said her organization bills Medicaid, families, and private insurance whenever they are able. Those with private insurance only receive an exam on mobile visits or school visits. She said 90% of the people they see are on Medicaid. Smile Healthy is only able to bill Medicaid if the dentists allow them to bill for services provided in private offices under the office's Medicaid numbers. That helps Smile Healthy recoup some of the costs. Most providers do not want to have anything to do with Medicaid.

Peterson asked how the organization was working with Frances Nelson. Greenwalt stated the mobile clinic program was expanded with an Illinois Children's Healthcare Foundation grant. They visited Frances Nelson to see a lot of kids on Medicaid and 100 adults with the assistance of a small grant. Smile Healthy works at Frances Nelson two days each month, one day primarily for kids and the other day primarily for adults. Greenwalt said Smile Healthy will continue to serve adults as long as grants pay for the service. All the patients must be internally referred from Frances Nelson. They are able to see 20 patients a day, but there are hundreds

more that need dental work. Peterson questioned if there had been any increase in activity by the Medicaid dental clinic in town. Greenwalt remarked Smile Healthy cannot refer patients to that clinic, but she is aware the clinic is busy. She further noted February was a big education month for children's oral health.

In response to Segal's question about the outcome of education efforts, Greenwalt explained Smile Healthy receives a grant to promote education and hygiene through Frances Nelson and Head Start. A hygienist developed the curriculum to work with Head Start schools. This includes tracking kids' behaviors over time with surveys. Other than Head Start, it is difficult to determine the impact of education when they do not see the same patients regularly.

**Motion carried with unanimous support.**

**CUPHD**

**Administrator's Report – April 2010**

The Administrator's April report was included in the agenda packet.

**Local Health Departments Strategies Brief**

The item was provided for information only.

**CUPHD Monthly Division Reports – March 2010**

The monthly division reports for Administrative Training, Environmental Health, Human Resources, Infectious Disease, Maternal & Child Health, and Wellness & Health Promotion were posted on CUPHD's website at <http://www.c-uphd.org/monthly-reports.html>.

**Discussion Regarding CUPHD Monthly Division Reports**

Rappaport explained that Julie Pryde requested the monthly division reports included in agenda packets. Rappaport wanted to obtain a consensus from the BOH regarding whether they preferred to read the division reports online or in the agenda packet in order to communicate this to Pryde. Including the reports in the agenda packet would create more expense in terms of staff time and paper supplies. Rappaport remarked he would like reports about the services the BOH is specifically funding.

Segal asked if any member lacked Internet access. James stated he only has Internet access at work and does not believe in taking work home with him. Segal asked if James could stay late at work to view the reports and James declined the suggestion. He noted monthly reports are not included in agenda packets for the County Board. The County departments' monthly reports are posted online or they can be viewed at Bork's office. James suggested the BOH receive some type of internal paper with the BOH packet only if there is a big change or increase to a program. Peterson spoke about the history of monthly reports and how the BOH has addressed the issue almost every year to try different options. Ramirez would prefer receiving a brief summary by email of a division report's major points, instead of a paper report.

She can go to the website to view the full reports for more detail. This is the approach she takes with her own board. The BOH discussed how to receive short reports focused on County activities. Scholze, noting Pryde had described her practice of communicating individually with the three-person CUPHD Board, suggested the division directors could provide bullet points for the monthly Administrator's Report to make it less labor intensive for Pryde. This would be a sufficient method of reporting any division highlights. Rappaport said they could ask Pryde to include in the Administrator's Report a brief summary of anything she thought the Board needed to be aware of or to provide an update on the divisions. The BOH concurred it would like highlights of division activities to be included in the Administrator's Report and declined receiving paper copies of the division reports.

#### Request to Approve the West Nile Virus Prevention Grant

**MOTION** by James to approve the application for and, if awarded, acceptance of the West Nile Virus Prevention Grant; seconded by Segal.

Rappaport asked where the specific action was requested by the Administrator. Bork and Busey explained the item was listed on the agenda using appropriate language to identify it as an action item for the Board's consideration. James stated the BOH needs to decide how to handle these issues until the Board sets a policy about the format for action items, such as a decision memorandum. He was in favor of using the decision memorandum, but until the BOH has a tool in place, the format used tonight was sufficient. He noted Pryde provided the grant information and the item was listed on the agenda in the same manner as action items on County Board agendas.

The BOH commented on the discussion held in March about how new grants would be presented and summary information about ongoing grants included in the Administrator's Report. Rappaport directed next month's agenda include an item to consider formally adopting a procedure for action items.

Peterson inquired how the \$8,300 grant figure was determined. Roberts explained the state has a formula to calculate what a county receives for West Nile funding. He confirmed they were receiving the maximum grant amount possible and this year's funding was more than the previous year. This grant has been around for 10 years in similar forms and the pool of available money can vary. The BOH discussed the West Nile Virus history in Champaign County. Roberts added that CUPHD has a separate West Nile grant for \$12,000-\$14,000 based on the cities' combined population.

**Motion carried with unanimous support.**

#### Request to Approve Amendment to Appendix A of CUPHD/BOH Agreement

**MOTION** by James to add the amendment to Appendix A of the CUPHD/BOH Agreement; seconded by Ramirez. James requested a roll call vote.

Busey stated the actual amendment language was included in the agenda packet and the amendment document would be added to Appendix A. The County Auditor is interested making sure the change is appropriately documented.

Peterson objected to the “non-valid public health significance” language because he felt this service had valid public health significance. Roberts explained the Illinois Department of Public Health has a specific definition of valid public health significance regarding well water testing. Valid public health significance is interpreted as new well construction, illness in the family, or an infant in the family. Residents monitoring their own wells are not considered a valid public health reason using IDPH language. This language is used to comply with the program standards interpretation.

Segal stated there were two errors in the amendment. The title should contain the word “for” instead of “or” and the word “health” is misspelled in the first line. The BOH agreed with making the errata changes to the amendment. Rappaport thanked CUPHD for providing the modifications requested by BOH members. He asked for verification that the cost of providing this service would be borne by the individuals requesting the service and that the BOH would not be billed for these activities other than passing the fees through to CUPHD. Wallace stated CUPHD would bill the BOH based on actual costs. She hopes the fee CUPHD recommended will offset the actual costs. The fee will be reevaluated if it is not adequate to cover CUPHD’s costs. The program should be cost neutral.

**Motion carried with roll call vote of 8 to 0. Anderson, Huls, James, Peterson, Ramirez, Rappaport, Scholze, and Segal voted in favor of the motion.**

#### Approval of CUPHD Invoice – March 2010

Peterson asked why the invoice was higher than usual. Wallace said the invoice covered the standard core services and the grants. The West Nile Virus Grant was a little higher because CUPHD spent down the grant during March. The full grant amount and no more was spent. The funding was spent on getting supplies ready. Peterson asked if there would be staff costs involved later in the year when the mosquitoes come out. Wallace confirmed staff time would be involved in doing surveillance. She explained the previous grant ended March 31<sup>st</sup> and a new grant began on April 1<sup>st</sup>. James asked if some unused West Nile Virus Grant money was returned to the state last year and Wallace confirmed that was correct.

**MOTION** by Peterson to approve payment of the CUPHD March 2010 invoice; seconded by James. **Motion carried with unanimous support.**

#### Illinois Public Health Association Consultant Update

Rappaport shared information from a recent conversation with Bob Keller. Keller will have a consultation report ready for discussion at the May meeting. He will send the report to BOH members via email by end of this week. This will afford members the opportunity to read the report in advance. He asked that any questions or comments be shared with Keller in the interim. Keller will prepare a PowerPoint presentation for the May meeting.

James asked if there would be any additional costs with the May 25<sup>th</sup> meeting because Keller's contract ends on May 1st. Rappaport stated there will be no further costs based on what has already been allocated, according to Keller.

### **Other Business**

#### **Crisis Nursery Beyond Blue Program Third Quarter Report**

**MOTION** by Peterson to receive and place on file the Crisis Nursery Beyond Blue Program Third Quarter Report; seconded by Ramirez.

Jennifer Sampson, who works on the rural Beyond Blue Program, announced the program was close to reaching its goal numbers in the third quarter. Crisis Nursery has been doing many outreach efforts through pediatricians and OB-GYNs. A support group is held every Monday night. Sampson started a new group parent/child interaction group for mothers and infants. The Rantoul activity is going well with space at Parent Wonders. Sampson noted Parent Wonders is losing its funding next year so another space will have to be found. She stated there are numerous pregnant and parenting teens in Rantoul who are in need of services for depression. The nursery has held a playgroup in Tolono all year long as an outreach effort to mothers in southern Champaign County.

Peterson remarked Beyond Blue is obviously a good program, but he wondered how the BOH would continue its funding in future years. James suggested donations. Peterson said the BOH will have to discuss it at some point. Rappaport thanked Sampson for her report.

#### **Motion carried with unanimous support.**

Under other business, Rappaport announced the BOH will elect its officers in May. He will complete his fifth year on BOH at the end of his term of June 30<sup>th</sup> and does not intend to apply for reappointment. He wanted to let the Board know so they could think about who wants to run for President. Peterson asked if Rappaport could be convinced to continue. Rappaport stated he had personal reasons for not applying for reappointment and did not want it to be a surprise.

### **Closed Session Minutes**

Rappaport asked if all BOH members had read the closed session minutes distributed before the meeting. Peterson asked if closed session minutes could be discussed and amended in an open session. Busey clarified the BOH could enter into a closed session without it being on the agenda if anyone wanted to discuss amending the minutes.

**MOTION** Peterson to approve the March 30, 2010 7:27 p.m. and March 30, 2010 8:32 p.m. closed session minutes without amendment; seconded by Scholze.

James wanted to address each set of minutes separately. **Peterson and Scholze agreed to separate the minutes as a friendly amendment.**

**Motion carried with unanimous support to approve the closed session minutes of March 30, 2010 7:27 p.m.**

**MOTION** by James to enter into closed session pursuant to 5 ILCS 120/2(c)21 to discuss minutes of a meeting lawfully closed under the Illinois Open Meetings Act. He further moved the following individuals remain present: the Recording Secretary and the County Administrator. The motion was seconded by Peterson. Motion carried with a vote of 8 to 0. Anderson, Huls, James, Peterson, Ramirez, Rappaport, Scholze, and Segal voted in favor of the motion. The Board of Health entered into closed session at 7:17 p.m. and resumed open session at 7:32 p.m.

**Motion carried to approve the closed session minutes of March 30, 2010 8:32 p.m.**

**Public Participation on Non-Agenda Items Only**

There was no public participation on non-agenda items.

**Adjournment**

The meeting was adjourned at 7:37 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.*