

CHAMPAIGN COUNTY BOARD OF HEALTH

**Special Meeting
Tuesday, August 17, 2010**

Call to Order

The Board of Health (BOH) held a special meeting on August 17, 2010 in the Lyle Shields Meeting Room at the Brookens Administrative Center, 1776 East Washington, Urbana. The meeting was called to order at 6:00 p.m. by Board President Bobbi Scholze.

Roll Call

Board members present at the time of roll call were Brenda Anderson, Prashanth Gowda, Stan James, John Peterson, Bobbi Scholze, and Betty Segal. Cherryl Ramirez entered the meeting after the roll was called. The staff member present was Kat Bork (Board of Health Administrative Assistant).

The absent Board members were Mark Huls and David Thies. Huls and Thies had previously informed the President they would be unable to attend the meeting and their absences were excused.

Also present were Deb Busey (County Administrator), Lynn Canfield (Associate Director of Developmental Disabilities), Candi Crause (CUPHD Infectious Disease Prevention & Management Director), Deb Fruitt (CUPHD Wellness & Health Promotion Director), Nancy Greenwalt (Smile Healthy Executive Director), Nikki Hiller (CUPHD Wellness & Health Promotion Program Coordinator), Julie Pryde (CUPHD Administrator), and Andrea Wallace (CUPHD Finance Director).

Approval of Agenda/Addendum

MOTION by James to approve the agenda; seconded by Anderson. **Motion carried with unanimous support.**

Public Participation

There was no public participation over the agenda items.

CUPHD

Discussion of Tobacco-Free Communities Grant Requirements

Hiller distributed handouts and described how CUPHD applies for the Tobacco Free Communities Grant on behalf of the County Public Health Department every year. The grant typically generates \$26,000 to fund prevention programs in schools, cessation activities (distributing nicotine patches and telephone counseling), and enforcement of Smoke Free Illinois. CUPHD staff attend community events to talk about these programs. The Tobacco Free Communities Grant has a requirement that only 70% of the grant can be spent on personnel and at least a half-time position must be used for the grant. 70% of the grant does not cover half the

salary of the employee assigned to the grant, so CUPHD is asking the BOH to provide \$2,583 to make up the difference.

Ramirez entered the meeting at 6:02 p.m.

Hiller was worried they might never receive the grant again if they do not accept it every year. No grant would result in no cessation programs, prevention programs, or community events. CUPHD would have to contract with someone to enforce Smoke Free Illinois.

James asked who handles the enforcement and how many citations have been issued. Hiller explained CUPHD staff enforce Smoke Free Illinois by issuing citations. Two citations have been issued in the county area during this fiscal year. James questioned who would perform enforcement if this grant ceases. He noted there is already a large volume of information about the dangers of smoking and how to quit. The BOH budget is very tight and he would prefer the money be allocated elsewhere. Hiller explained the grant funding is derived from the mass tobacco settlement. James thought the high price of cigarettes has caused more people to stop smoking than anything else.

Gowda inquired if the Tobacco Free program was a mandatory service and Pryde answered it was not. Gowda asked what portion of the budget is used for non-mandated services. The BOH should have this information to assist them in making decisions regarding the appropriate allocation of the budget. Wallace did not know how much of CUPHD's budget request is spent for non-essential services. She prepared the FY2011 budget with the Tobacco Free Communities Grant included and the required match being paid from the BOH's property tax revenue. Scholze asked where it was shown on the budget spreadsheet. Wallace explained the program costs \$31,000, the majority of which is personnel related. Busey asked if all non-mandatory services are covered by grant funds. Wallace said yes, but grants are requiring local matches when they did not in previous years. The Emergency Preparedness Grant used to be 100% funded by the State and it now requires a 10% match.

Segal asked about the database maintained for Smoke Free Illinois. Hiller answered it was just an Excel database to record and track the received complaints. Pryde confirmed CUPHD receives many complaints. CUPHD sends a letter to the establishments, mostly bars, with the first complaint in an attempt to gain their voluntary compliance. If there are numerous complaints against an establishment, CUPHD will send a staff person to try to catch someone smoking in the particular bar. Segal inquired how many complaints have been received from the county area. Pryde said a majority of complaints are about bars in the county.

Anderson asked whether less half of an employee's time could be used for the grant. Pryde responded the grant mandates at least a half time position be allocated.

Segal wanted to know how much of the program's cost is used for prevention activities versus maintaining the database and investigating complaints. Hiller said 10% is spent on cessation activities, 20% is spent on Smoke Free Illinois, and the remaining 70% is spent on prevention efforts. Gowda asked if the grant match could be supplied by another source. Wallace answered the match amount cannot come from any other federal grants. It can come from any other source, such as fees or tax dollars. Gowda asked if the match could come from

Donations and Wallace confirmed it could. Gowda suggested exploring the public charity option for non-medical services rather than using tax dollars. Scholze asked if Gowda knew of any person or charity who would make a donation. There was no response from any Board members.

Segal questioned whether the fine could be set at a high amount to cover the match. Hiller said the fine is \$250 for the first offense and half of the amount goes to the State. Pryde thought the State's Attorney gets involved at some point with fines. Hiller said an investigation involves travel time and waiting around to catch someone smoking. Scholze inquired if Pryde would explore the public charity option. Busey pointed out that soliciting and collecting donations would create an additional workload for an employee. The concept of a government agency soliciting donations for a grant would probably not be met with a positive response from the public. James wanted the non-mandated services like the Tobacco Free Communities Grant and dental services to be prioritized according to what program gets the best bang for the buck.

Segal asked how CUPHD would the screen the complaint calls if the BOH decided to not continue its grant. Pryde did not know and hypothesized that CUPHD would still take the complaints, but the BOH would have to contract with someone else to perform all the follow-up work. Segal asked who requires the BOH to respond to complaints. Heller explained that Smoke Free Illinois names health departments as the enforcement agency. Segal inquired if the BOH would be arrested if they did not perform enforcement activities regardless of the legislation. Hiller did not know what sanctions could be applied to a health department for lack of enforcement. Pryde would have to acquire legal advice regarding the requirements of Smoke Free Illinois. Scholze noted the signs at Parkland College direct people to report smoking violations to campus police. The Board continued to discuss the grant and the state mandates.

Peterson inquired if the Tobacco Free Communities Grant would be the only grant the BOH would examine in this manner. Pryde answered yes and remarked that the State of Illinois is throwing in new requirements for grants. Scholze asked about the new 10% match required for the Emergency Preparedness Grant. Wallace said that grant was factored into the budget and she projects to receive the majority of the match by billing Medicaid/Medicare or with fees for clinic activities.

FY2011 Budget

Wallace distributed a revised budget with reduced food program expenses and the addition of the Tobacco Free Communities Grant match expenditure from the BOH's property tax revenue. The expenses for the I-Plan and required grant matches are included in the budget with the assumption that the BOH accepts all the grants.

James asked why the operation supplies and travel expenditures increased over \$3,000. Wallace replied it was mostly related to purchasing Tobacco Free Communities Grant program supplies, such as nicotine patches. The increased travel expenditures in the amount of \$774 were also due to the Tobacco Free Communities Grant. James noted the other increased expenses were small in the scheme of things and asked why Wallace listed a \$5,000 increase in the property taxes revenue. Wallace stated that change was also caused by the Tobacco Free Communities Grant. James pointed out the total CUPHD expenses decreased by about \$6,400 with all the changes and Wallace confirmed that figure was correct.

Busey reviewed the BOH's total budget with her projections for FY2011. The cost of administrative support for BOH meetings provided through the Champaign County Administrative Services Department remains the same as the previous year. Busey was not provided with Wallace's revised budget figures for CUPHD before the meeting, so her projections are slightly off. The FY2011 BOH projected budget includes funding the Smile Healthy program at the full requested amount of \$111,000. The total FY2011 projected expenses are \$822,330 and the total revenue is \$768,659. This would result in a deficit of almost \$60,000. The beginning FY2011 fund balance would be \$182,737, down from a beginning FY2010 fund balance of \$258,624. The ending fund balance is projected at \$129,066.

Noting the significant decrease in the fund balance, Gowda raised the question of what would happen in future years. Peterson stated the BOH will be out of money in FY2013 if this trend continues. Corrections must be made now to prevent that outcome.

James asked when the contract with CUPHD is done. He hoped the next contract will be negotiated with terms to allow the BOH to dictate how much money it will allocate for a particular program and require the programs to live within those allocations. He felt the BOH needs room to negotiate on services and wants verbiage in next contract to allow leeway. He hopes they look at what is best for the people being served. Busey stated the current contract would expire at the end of FY2013.

Busey provided a historical perspective for Board members about the child dental services program funding. She had been asked to do so by Dr. Huls. In 2001, the County Board decided to provide a grant to the BOH for child dental services and senior home health care. Those services were paid for by the BOH with the grant received from the County Board. The grant amount diminished over the course of three years and is completely gone. From that perspective, property taxes and grants pay for programs provided through CUPHD, while the child dental services and senior services were covered by the County Board funding that the BOH is no longer receiving.

Ramirez proposed funding the CUPHD proposal with a continuation of the Tobacco Free Communities Grant. In addition, she proposed funding the full Smile Healthy proposal and diminishing the BOH's fund balance. She believed Smile Healthy will eventually be squeezed out and it has been an exceptional public health program in serving a particular portion of the population. She stated that she is a believer in prevention services and wants to give Smile Healthy a full year transition to zero funding from the BOH.

Scholze summarized two different philosophies that are being proposed: one is to live within the BOH budget and cut services to match revenue and the other is to provide the same services as in the past and let the money run out. Ramirez said she would also support cutting Smile Healthy's budget by two-thirds and alerting the County Board how this service will go away due to a lack of revenue. James pointed out the BOH has said at past meetings that a program will not be always be funded. Smile Healthy staff has been in attendance at these meetings and has been aware of the BOH's budget challenges for some time. There are many other agencies in existence who can provide funding to Smile Healthy. He stated the BOH's fund balance is needed to cover unanticipated or emergency expenses. He never liked the idea of a program continuing on forever and noted many agencies, including Champaign County

government, have had cut their budgets and downsize. He hears about other programs the State sponsors, such as All Kids, who provide the same services. James claimed if these services are paid by the BOH, then State will never get off the dime. He does not want to see the fund balance shrink. Peterson felt Smile Healthy was a good program, but the BOH is using general operating dollars to pay for child dental services that are covered by Medicaid. County tax dollars should not be used to pay for services covered by Medicaid and Smile Healthy is not capturing significant Medicaid dollars. The Board discussed the timeliness of Medicaid reimbursement. Pryde confirmed Medicaid is paying the CUPHD Dental Clinic every 30 days.

Peterson urged the other Board members to weigh in on the request for funding the Tobacco Free Communities Grant match and the Smile Healthy request unless CUPHD could be induced to make programmatic changes to lower their budget. He suggested the BOH adopt a balanced budget and give Smile Healthy what it can without spending its fund balance. He was concerned with the fund balance, which he has seen diminish significantly during his time on the Board. He reminded the BOH there could be unexpected expenses during the year, such as TB cases.

Scholze asked Pryde if there was any way to reduce expenses. Pryde stated a vast majority of the CUPHD expenses are in personnel and those costs just go up. She suggested the BOH could buy a car for staff use and this would impact the mileage expense. James inquired about scaling back work and services to match the BOH's revenue. He concurred the BOH needs to maintain an adequate fund reserve and felt there was no way the county taxpayers would agree to give a taxing body more money. Busey explained the BOH's total projected FY2011 revenue is \$768,659 and CUPHD contract costs about \$705,000. This leaves \$53,671 for the BOH to spend at its discretion. The Board could fund Smile Healthy at \$53,671 and have a balanced budget. Pryde confirmed the additional Tobacco Free Communities Grant match was included in the CUPHD budget request. Discussion continued over the FY2011 budget. In response to Segal's question about interest income, Busey verified the BOH does earn interest and the funds are managed by the County Treasurer. The Treasurer is aggressive in his management, but interest rates are at a low of about 0.05%. The Treasurer does not charge a fee for providing this service.

MOTION by Peterson accept the CUPHD budget request as presented and fund Smile Healthy with the remaining revenue in FY2011 for a balanced budget to be considered for final approval at the August 24th meeting; seconded by Segal.

James asked if the BOH was going to maintain the Tobacco Free Communities Grant and would not even consider other dental program proposal from CUPHD presented at the July study session. Peterson said CUPHD's presentation on dental services was not an actual proposal. CUPHD was just showing the BOH's the structure of its dental clinic to maximize Medicaid dollars. Ramirez argued for funding Smile Healthy at \$111,000 in FY2011 and giving the program every extra dollar the BOH has the next year. James pointed out the BOH completely cut the senior services program funded through the Regional Planning Commission without any transition period. While senior services are close to his heart, he voted to cut the program because the BOH could not afford to continue it. He felt Smile Healthy has been aware of the BOH's difficult financial position for some time. Segal agreed with the concept of preventative services, but the BOH has to cut dental services because it does not have the money. She

expressed concern about the low fund balance should an emergency occur. Discussion continued over the budget related to Smile Healthy.

Ramirez asked to hear from Greenwalt about how the budget cut would impact Smile Healthy's program. Greenwalt said she could fully fund their mobile program with about \$30,000. The remaining \$22,000-\$24,000 would be used for education and to provide services through staff doctors at the Christian Health Center and other sites. She doubted they could afford to send any children to private practice dentists with that amount. She wanted the mobile unit to go to all the grade schools. The program visits about 17 schools in the county.

Busey suggested the food permits revenue budgeted by CUPHD might be a little low. Over \$88,000 in this revenue was received in July. James thought several restaurants have closed. Wallace said the permits revenue is listed in several different budget lines across her spreadsheet. Busey confirmed she would prepare a final budget document for the Board's approval next week based on Wallace's revised figures.

MOTION by Segal to amend the motion to exclude Tobacco Free Communities Grant from the FY2011 BOH budget; seconded by Anderson.

The Board discussed the proposed budget and the impact of the Tobacco Free Communities Grant match requirement. **Segal withdrew her motion and Anderson agreed.**

Motion carried to accept the proposed budget for final approval at the next meeting with a vote of 6 to 1. Anderson, Gowda, James, Peterson, Scholze, and Segal voted in favor of the motion. Ramirez voted against the motion.

James commented that he likes how the budget is discussed at full Board meetings and not just by a committee. Scholze appreciated everyone's thoughtful questions during this challenging budget process.

Other Business

There was no other business.

Adjournment

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Kat Bork
Board of Health Administrative Assistant