Marion County Board of Health
Meeting Minutes

June 29, 2010
7:00 P.M.

Board Members Present:  Dr. Elizabeth Franczyk; Dr. Stanley Morrison; Michael Morton;
Dr. Matt Stedelin; Paula Strother; and Thomas Turner
Others Present:  Lori Ryan, Administrator; Melissa Mallow, Environmental Health Director;
Shelly Yoder, Director of Nursing; Tara DeWitt, Health Educator;
Crystal Russell, Administrative Secretary; and Bruce Kropp, WJBD Radio

I. CALL TO ORDER
The Marion County Board of Health met on June 29, at the Marion County Health Department, Salem
office. Dr. Stedelin called the meeting to order at 7:02 p.m.

II. QUORUM
A quorum of six board members was present.

III. MINUTES
Paula Strother made a motion to accept the March 16, 2010, quarterly Board of Health meeting
minutes as presented; Michael Morton seconded the motion. All were in favor; none opposed. The
minutes were approved.

IV. FINANCIAL REPORT
Stedelin called for a review of the Financial Report. Lori Ryan reported that the cash flow balance at
the end of the second quarter for Fiscal Year 2010 was $733,601.31; the revenue was $621,801.29,
which is 55.69% of the total budget. This gives a positive variance of $63,536.39.

Expenditures for the end of the second quarter were $529,922.25, or 44.20% of the budget.

Accounts Receivable, as of June 25, was $142,685. At the present time, the Health Department has
six to seven months of cash in reserves.

Tom Turner made a motion to accept the financial report; Dr. Morrison seconded the motion. All were
in favor; none opposed. The Financial Report was approved.

V. OLD BUSINESS
No old business was needed to be discussed.
VI. NEW BUSINESS

a. Activities:

i. Health Education: Tara DeWitt, Health Educator
DeWitt reviewed the Tobacco Coalition goals and the handouts of perceived and actual norms of Marion County high school student tobacco use. DeWitt then concluded the perceived norm is slowly moving toward the actual norm, yet education and efforts from multiple sources are essential to continue to influence student’s attitude and beliefs to reflect the actual norm about tobacco.

Franczyk shared concerns regarding children attending counseling sessions. Children are unable to make sessions due to transportation; inquired the Health Department to provide a program for counselors to go to the children. Turner requested Ryan to gather information for such a program.

ii. Environmental Health: Melissa Mallow, Director of Environmental Health
Marion County Health Department has received no valid complaints for 2010 as of today’s date. On April 14, 2010, the Centralia Police issued a ticket to a lady on the 100 block of South Locust Street for violating the city's smoking ordinance.

West Nile Virus. As of May 1, the Health Department could submit eligible dead birds to the University of Illinois Lab for West Nile Virus testing. As of today’s date, the Environmental Health Division has not submitted any birds.

Solid Waste. The Centralia Recycling Center held its first electronics drop-off on April 28. An estimated 150 items were brought to the recycling center. Persons do not have to be a Marion County resident to utilize this service.

iii. Nursing: Shelley Yoder, Director of Nursing
WIC Caseload. The WIC Caseload is 1,511. Caseloads for the second quarter were 1,391 for March, 92%; 1,382 in April, 91%; and 1,400 in May, 93%. Yoder added the Health Department’s goal is to maintain a caseload of greater than 90% of the assigned caseload.

Farmer’s Market: Beginning July 1, all eligible WIC clients can begin using a $15 voucher to purchase fresh fruits and vegetables from the Farmers Market held in Salem and Centralia. Starting June 30, 260 booklets will be distributed at the Salem office and 240 at the Centralia office. The Salem Market is held on Friday evenings from 3:00-5:30 pm at the Salem First Baptist Church, and the Centralia Market is held at 2nd and Locust Street in Centralia on Sunday mornings from 7:00-11:00am.

HIV Testing. The Health Department completed 15 HIV tests with no positive results from March through May.

STD Testing. The second quarter, the Health Department completed 22 urine tests for gonorrhea and Chlamydia, and 15 tests for syphilis. Three tests, 14%, were positive for Chlamydia; all other test results were negative.
STD Outreach. On May 5, Yoder gave a STD Presentation to Salem High School’s Adult Living Class. The Power Point presentation lasted 35 minutes, and written STD information was left for students to take home.

Lead Poisoning Prevention Services: During the second quarter, 203 lead tests were completed, 3 children are currently being followed for lead case management services. One lead nursing home visit was conducted this quarter.

Lead Site Review. Tracey Kreipe, Regional Nurse Consultant from Illinois Department of Public Health Lead Poisoning Prevention Program, completed the Health Department’s site review on May 11. Kreipe complemented the Health Department’s documentation and record keeping practices. No problems were found. Another site review was anticipated for three years. Kreipe stated in FY’11, the Lead Program will change and will focus more on Healthy Homes as a whole, with detail to mold, radon, lead smoking, and pesticides that may be present in the home. The State is unclear at this point as to what the program guidelines will entail. To gear up for this change, IDPH is currently transitioning to a new surveillance system.

Marion County Health Department was mentioned in the monthly IDPH Illinois Lead Program newsletter for providing outreach to local hardware and paint stores regarding the new RRP (Renovation, Repair, and Repainting Rule) that went into effect on April 22, 2010. (handout provided) The rule states the Environmental Protection Agency (EPA) now requires contractors to be certified if they perform any renovation, repair or painting in homes, child care facilities, or schools built before 1978 if more than a 6-square foot of painted surface in an interior or 20-square feet on the exterior is disturbed. This rule was passed to prevent exposure of residents through containment and proper clean-up methods. The Health Department added a link on the website under Environmental Health to provide information from the EPA on the RRP Law as well as a link to print the Renovate Right booklet.

H1N1 Clinics. Since the first H1N1 clinics in October, the Health Department has administered 8,721 doses of H1N1 vaccine to Marion County residents. The Health Department has had limited requests for the vaccine, and starting May 30, no requests have been received for the vaccine.

H1N1 Outreach. On June 23, Yoder presented a short power point presentation to the Lively Baptist Church in Centralia about how the Health Department responded to the 2009-2010 H1N1 Outbreak. Other speakers in attendance were from IDPH and Kaskaskia College.

2010-2011 Flu Clinics. The Health Department has received 22 confirmed off-site flu clinics. Dates and times of all clinics have been approved.

Labs. The Health Department has drawn 177 labs this quarter, with the bulk being 105 executive profiles. Currently, more than 355 clients have been severed through the Health Department’s lab services, and it continues to grow.

12-Week Health Challenge. With the Health Department’s efforts for Marion County residents to become more aware of their health status, an Executive Profile, along with nutrition, exercise and health information, blood pressure and weight checks was
offered through the months of March and April; 63 clients were served through this program.

School Physicals. Two full clinic days will be offered to perform school and sports physicals this summer by appointment only. Shanda Conrad Swagler, Nurse Practitioner, will assist the Health Department again this year. The Salem clinic will be held on Friday, July 30 and Centralia clinic on Friday, August 6. The fee for the physicals will be $40 and immunizations are available for an additional fee. Notification letters were sent to all Marion County schools.

Communicable Diseases: The Health Department continues to follow two active Tuberculosis patients, with one patient completing treatment on July 4 and the other to remain on treatment for another six months. Direct Observe Therapy on a TB suspect was also provided, until medications were stopped on June 28 by the physician.


iv. Administration: Lori Ryan

Budget Issues. No contracts from Illinois Department of Public Health have been received. At this time each year, the Health Department has contracts for Tanning, Tobacco, Genetics, Vector, Vision and Hearing, Lead, Local Health Protection and Dental grants, totaling $138,000; currently nothing has been received.

The Emergency Preparedness grant for 2011 has been received; a total of $49,772, which had been decreased by $988 from the last contract. On June 28, grants from Department of Human Services for 2011 were received, which includes Family Case Management (FCM), WIC, Breastfeeding Peer Counselor, an estimated total of $386,970.

Students. The Health Department has two SIU-E and SIU-C students providing clinical this summer.

IPLAN. The Health Department is completing the Community Health Assessment, which must be completed every five years for certification to be a health department. In April and May, a committee of local agencies interested in the health of our county met. Members consisted of represented from Salem Township Hospital, St. Mary’s Hospital, Community Resource Center, Salem Police Department, Centralia Junior High Superintendent and School Nurse, Franklin Park Superintendent, University of Illinois Extension Office, and a Nurse Practitioner from Rural Health. Marion County statistics were compared to Illinois and United States. The three health priorities chosen were obesity, cardiovascular disease and substance abuse.

b. FY’11 Salary Committee / Staff Raises

Ryan stated if possible, a 3% raise across the board would like to be proposed; however a Salary Committee is needed to look at the budget once grant funding is decided. Turner,
Strother and Morton will serve on the Salary Committee.

c. **Food Inspection Fees**
The Health Department evaluated the Food Inspection Program Fees and found that the food inspection fees are lower than the costs. Mallow provided a description of each Class Facility and Temporary Food Service, along with Permit Fees approved on April 11, 1995: Class 1, $75; Class 2, $50; Class 3, $35 and Temporary, $20. A chart of surrounding county’s fees was provided. Mallow provided the proposed increases of Class 1, $150; Class 2, $100, and Class 3, $50.

Morton stated the increase was not enough monies to worry about; while Turner stated it may hurt the local business. It was decided to table this topic for the September meeting.

d. **2011 IPLAN Priorities and Organizational Assessment**
Ryan stated another piece of the IPLAN process is completing an organizational internal assessment, which looks at strengths and weakness of the Health Department and to make an action plan.

The Organizational Action Plan strengths identified were: (1) the Health Department cooperates and collaborates with other community agencies that have similar programs in the same service area; (2) the Health Department regularly provides background information and news information to the local media; and (3) written staff performance appraises are conducted by supervisors with employees at established intervals.

Weaknesses identified were: (1) the Health Department assures and implements legislative mandates and statutory responsibility. This weakness is identified in this area due to the Smoke-Free Act. The goal is to collaborate with local law enforcement and states attorney to enforce the Smoke-Free Act throughout Marion County. (2) a description of the Health Department’s financial system is a part of orientation for new policy board and staff. The goal is to orientate new board members to all aspects of the Health Department, including the financial system.

**VII. CLOSED SESSION TO DISCUSS PERSONNEL (if needed)**
Closed session was not needed.

**VIII. ADJOURNMENT**
Dr. Morrison made a motion for adjournment at 8:03 pm; Tom Turner seconded the motion. The next meeting is scheduled for September 21, 2010, at the Centralia office.