



MCHENRY COUNTY
BOARD OF HEALTH
MINUTES • JUNE 25, 2018

Regular Meeting

County Board Conference Room

7:00 PM

667 Ware Rd, Administration Building, Woodstock, IL 60098

1. CALL TO ORDER

Meeting called to order at: 7:12 PM by William Stinson.

PRESENT: McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Hatch, Axman, Lin, Gugle, Nomm, Karras, Howell, Goodlow, Volant

ABSENT: Faccone

2. PUBLIC COMMENT

3. COMMENDATION

1. Jasmin Vilchis

A certificate was presented to Jasmin Vilchis, the 1st place winner of the 14th Annual Anti-Tobacco Media Design contest by Dr. Stinson, Board of Health President. MeghanHaak, Community Health Coordinator explained the contest is open to county high schools and McHenry County College students. This year the theme for the design was e-cigarettes.

Her design will be seen at various locations throughout the county. Ms. Vilchis is a student at McHenry County College.

RESULT:	PRESENTED
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4. PROGRAM HIGHLIGHTS

A. Roberts Rules / Open Meeting Act

Ms. Jana Blake from the State's Attorney's office presented an overview of the Open Meeting Act and Roberts Rules.

Ms. Blake explained the purpose of The Open Meetings Act is to ensure that government is being conducted in an open, honest and transparent manner and that the public has accessibility and an understanding of what their elected and appointed officials are doing. The Open Meetings Act applies to all public bodies and all subcommittees of these bodies. Ms. Blake reviewed the specific rules and requirements of the Open Meetings Act.

Roberts Rules were also discussed by Ms. Blake. It was noted by Ms. Blake that Roberts Rules began as a way to provide order and efficiency at meetings. It was originally published in 1876 and is currently in its 11th edition. Ms. Blake also stated that unlike the Open Meetings Act, Roberts Rules are not exclusive to government, over 95% of boards follow Roberts Rules. Ms. Blake explained some of the rules for meeting efficiency and terminology used during meetings.

RESULT:	PRESENTED
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5. MINUTES APPROVAL

A. Board of Health - Regular Meeting - May 21, 2018 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joseph Clarke
SECONDER:	Laura Hatch
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Hatch, Axman, Lin
ABSENT:	Faccone

6. ADMINISTRATOR'S ORAL REPORT

Mr. Gugle informed the board that staff has been preparing the FY19 budgets and will be completed next week. Mr. Gugle stated that a meeting is scheduled with our accountant next week prior to meeting with County Administration. The budget will then be presented to different committees of the County Board. Once the Board of Health's Finance Committee has the opportunity to review the budget in July or August, Mr. Gugle said it would be presented to the full Board of Health.

Mr. Gugle noted that after review of the 2018 budget, our expenditures and revenues are a bit below what we originally thought, and Mr. Gugle stated the budget is in good shape at this time.

Mr. Gugle stated we are in the process of receiving our grants in for the FY19 budget. The state cycle begins July 1st and we can only estimate what we may receive since we have not received notification from the state yet.

Mr. Gugle said that all of our staff and supervisors are fully trained and all divisions are participating in different quality improvement projects. At a later date Mr. Gugle said, a presentation will be done to share the projects each division has been working on and update our progress.

7. CONSENT AGENDA

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Laura Hatch
SECONDER:	George Lin
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Hatch, Axman, Lin
ABSENT:	Faccone

- A. Disbursements
- B. Income & Expenses
- C. Administrator Report
- D. ADM Division Report
- E. ENV Division Report
- F. PHN Division Report

G. VPH Division Report

8. CENTEGRA DISBURSEMENTS

1. Centegra Disbursements

RESULT:	APPROVED [7 TO 0]
MOVER:	Mary McCann
SECONDER:	Juliana Morawski
AYES:	McCann, Gaffney, Clarke, Morawski, Hatch, Axman, Lin
ABSTAIN:	Lorenc, Stinson
ABSENT:	Faccone

9. FAMILY HEALTH PARTNERSHIP DISBURSEMENTS

1. Family Health Partnership Disbursements

RESULT:	APPROVED [8 TO 0]
MOVER:	Mary McCann
SECONDER:	George Lin
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Hatch, Lin
ABSTAIN:	Axman
ABSENT:	Faccone

10. OLD BUSINESS

A. Larry Greif Appeal

Ms. Nomm informed the Board that a meeting was arranged and taking place next week with McHenry County Conservation District, Department of Natural Resources, Mr. Greif and Environmental Health staff. Ms. Nomm also asked the States Attorney's Office to respond to some of the questions the Board posed last month in regards to easement responsibility, obligation in the event of an error and possible reimbursement of any funds if so determined by the Board of Health. Ms. Nomm stated she would keep the Board updated.

RESULT:	PRESENTED
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B. Raising the age of Tobacco Sales to 21

Ms. Gaffney made a motion to accept resolution of support, second by Dr. Lorenc. A discussion of the resolution to raise the age of tobacco sales to 21 and recommending the McHenry County Government Center as a smoke free complex.

Ms. McCann stated there is official legislature awaiting the Governor's signature to make this resolution universal throughout Illinois. Ms.Karras said that several counties that have already adopted this resolution were contacted to see if they experienced any problems and they stated they had very few problems.

Dr. Lorenc noted that the Board of Health does not have the authority to mandate this resolution, it is only a recommendation for the County Board to consider.

Mr. Clarke asked what buildings are considered as the County Government Center. Mr. Gugle said it would include all the buildings and property of the entire Woodstock campus. Mr. Clarke also asked if smoking was allowed in the jail. Mr. Gugle was unsure. Mr. Clarke asked where employees would be allowed to smoke and if they would have to leave the property. Ms. Karras said employees may choose to smoke in their cars, but no details are currently available. Dr Stinson asked if this resolution would be in effect at satellite offices. Ms. Karras responded it would only affect the government complex.

Dr. Axman asked that since there already is a state law that doesn't allow smoking inside a public building and a minimum of 15' from a building outside, is it necessary to add that verbage on to the resolution.

Mr. Gugle said that several county groups including The Wellness Committee thru our Human Resources Department are interested in having the government campus smoke-free. Mr. Gugle said by supporting a smoke-free campus, the Board of Health is following our Mission Statement and encouraging the County to keep moving forward in this area. Ms. Karras added the Board of Health is recommending to the County to take serious consideration to adopt the policy, with the rules to be defined by the County. Mr. Gugle also noted that the policy rules would likely be addressed through the interested county groups.

Dr. Axman noted that if this resolution would include the complex in Crystal Lake, the resolution would need to be amended at a later date. Ms. McCann made a motion to amend the verbage in Paragraph 5 from county administration complex to McHenry County Government Center and all McHenry County government buildings.

Mr. Clarke motioned to postpone the vote on the resolution until July to allow the governor to sign legislature to pass the age increase to 21 for tobacco sales. Ms. Morawski second. Dr. Lorenc said he was not in favor of this motion and it was the right thing for the Board of Health to do and the board's show of support was well overdue. A majority vote was taken and motion did not pass, 5 nays, 4 ayes.

Ms. Hatch made a motion to close debate on modifying motion, Dr. Lorenc second. Motion passed unanimously with a voice vote.

A motion was made by Ms. Gaffney, second by Ms. McCann to divide the resolution into 2 resolutions; (1) to support the ban of tobacco products to persons under the age of 21 and (2) recommend the McHenry County Government Center and all McHenry County buildings to be smoke-free. A majority vote was taken and motion passed, 6 ayes, 3 nays

A motion was made by Ms. Gaffney, second by Ms. Morawski to remove Paragraph 5 from the original resolution to raise the age of tobacco sales to 21. A majority vote was taken and motion passed, 8 ayes, 1 nay.

A motion was made by Ms. Gaffney, second by Ms. Morawski to accept the resolution for a smoke-free government center and all county government buildings. Motion was passed unanimously.

RESULT:	APPROVED [8 TO 1]
MOVER:	Cindy Gaffney
SECONDER:	Juliana Morawski
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Axman, Lin
NAYS:	Hatch
ABSENT:	Facone

11. NEW BUSINESS

A. Nuisance Ordinance

Ms. Nomm wanted to bring to the Board's attention that the County Board is considering a Nuisance Noise Ordinance that apply to unincorporated areas of the county. One of the enforcing agencies in this ordinance would be the division of Environmental Health. Ms. Nomm wanted the Board to understand that should this ordinance be approved, there is no provision for additional staffing to handle the additional work. and would like to have a plan of how to use existing staff and resources and prioritize noise complaints.

Ms. Gaffney questioned if this ordinance goes into effect, will the Sheriff's office be contacted to handle enforcement. Ms. McCann stated that the Sheriff's office is the only department that can issue tickets on site. No other departments have the authority to issue on site a warning ticket or notice of violation with an appearance in court .

RESULT:	PRESENTED
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B. Public Health Ordinances I through VII

Mr. Gugle stated that the Public Health Ordinances are only a re-numbering of the public health ordinances due to a new coding system adopted by the county.

Dr. Lorenc remarked that the dollar amounts on claims for destruction seemed low and asked if these amounts were going to be adjusted. Ms. Howell stated that the fines were adjusted several years ago and can be reviewed again. Ms. Howell said that other county's fees will be looked at for comparison . Mr. Gugle stated that the public health ordinances changes will be brought to the Board of Health in the fall for review.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cindy Gaffney
SECONDER:	Mary McCann
AYES:	McCann, Lorenc, Stinson, Gaffney, Clarke, Morawski, Hatch, Axman, Lin
ABSENT:	Facone

C. Board of Health Secretary Appointment

Ms. Gaffney made a motion, second by Ms. Morawski to appoint Dr. Linnea Axman as Board Secretary. Motion approved by a voice vote.

RESULT:	APPROVED BY VOICE
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12. BOARD ISSUES

Dr. Stinson asked board members for their input on holding Board of Health meetings in a more formal manner. Dr. Stinson stated that comments made at prior meetings suggested the meetings were not run very efficiently and tended to get off topic. Dr. Stinson said he would like to see a balance of limiting time for public commentary while still allowing the public to participate. Ms. Gaffney stated we should note on the Board of Health meeting sign up sheet what the rules are for public participation and have contact information available if someone would like to contact the board at a later time.

Dr. Lorenc suggested that the Chair should recognize who will speak in turn and not be interrupted. Ms. Gaffney stated that we should allow some flow of conversation, when someone has been recognized to speak.

It was suggested by Dr. Stinson that we use a more formal approach at our meetings, and work out any problems we encounter them.

Dr. Lorenc asked if board members could have a list of meeting procedures available at the board meetings. Mr. Gugle said that Ms. Blake had pre-printed cards available with procedural information and would request those for board members. Mr. Clarke requested Mr. Gugle to order a paperback copy of Roberts Rules for all Board of Health members.

Ms. McCann was interested in hearing details from the MAPP meeting. Ms. Morawski, who attended the meeting stated it was very interesting. She told the board there was a presentation on bicycling and pedestrian awareness from a Chicago area coalition. Ms. Morawski informed the board that when a road is repaired or re-surfaced, the Department of Transportation requests that a bike or pedestrian lane or signage be added, at a minimal cost, to make the road more bike or pedestrian friendly. The McHenry County Mental Health Board gave a presentation on the Opioid Epidemic and Ms. Morawski said she found that to be very informative.

13. INFORMATION AND COMMUNICATIONS

14. OTHER BUSINESS

15. EXECUTIVE SESSION (AS NECESSARY)

Mr. Clarke moved to adjourn the regular meeting at 9:15 pm to enter into Executive Session to discuss candidates for Public Health Administrator position, second by Dr. Lorenc. The motion passed unanimously with a voice vote.

Mr. Clarke moved to go out of Executive Session at 9:51 pm, second by Ms. McCann. The motion passed unanimously with a voice vote. Ms. Gaffney moved to go into Regular Session at 9:52 pm, second by Ms. McCann. The motion passed unanimously with a voice vote.

16. APPENDIX

A. Media Detail

RESULT:	PRESENTED
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B. Webstats

RESULT:	PRESENTED
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C. ENV Activity Report

RESULT: PRESENTED

D. ENV Well/Septic Report

RESULT: PRESENTED

E. ENV Lab Report

RESULT: PRESENTED

F. PHN Reports

RESULT: PRESENTED

G. VPH Reports

RESULT: PRESENTED

17. ADJOURNMENT

Ms. Gaffney move to adjourn the meeting at approximately 9:52 pm, second by Ms. Morawski. The motion passed unanimously with a voice vote.