

DeKalb County Board of Health Meeting

NOVEMBER 26, 2019

I. Approval of Agenda

II. Approval of Minutes

APPROVAL OF THE BOARD OF HEALTH MEETING MINUTES OF 09-24-2019

APPROVAL OF THE BOARD OF HEALTH EXECUTIVE SESSION MEETING MINUTES OF 09-24-2019

APPROVAL OF THE BOARD OF HEALTH NOMINATING COMMITTEE MEETING MINUTES OF 11-20-2019

III. Committee Reports

IV. Persons To Be Heard From The Floor*

* Any member of the public may address the Board of Health or Committee for up to 3 minutes on any topic of their choosing, limited to thirty minutes in total.

V. Presentation

VI. Division Reports

September to October 2019

Administration Update

LISA GONZALEZ

IPLAN Update

Priority Highlight: Behavioral Health

Initiative – Trauma Informed System of Care

- The DCHD Trauma Action Team continued to meet to gain a working understanding and knowledge of the Substance Abuse and Mental Health Services Administration's trauma components and principles. The team continues to plan for additional staff training, including additional resources for staff.
- Contacted by the DeKalb County Mental Health Board to discuss possible funding to support DCHD's work in becoming trauma informed.
- Deanna Cada connected the Department with Toni Tollerud, Ph.D., LCPC, retired professor from NIU, as a resource to provide on-site support and training. Through this partnership, Ms. Tollerud will work with the Trauma Action Team and DCHD Senior Leadership to develop trauma specific training for staff and will also provide observation and coaching for Community Health and Prevention staff.

IPLAN Update (ctd.)



Priority Highlight: Maternal and Child Health

- DCHD applied for and was awarded funding from the Northwestern Medicine Community Benefit Grant to directly support activities under the Maternal and Child Health Priority area of the Community Health Improvement Plan. A portion of the funding was allocated to create an interactive lobby wall that promotes Basics DeKalb County.
- Staff will work over the coming months to incorporate the Basics messaging into their interactions with families.



Quality Improvement

- All Health Department staff participated in the County's new Anti-Sexual Harassment and Discrimination Training that was developed by the DeKalb County States Attorney's Office.
- Administration staff continued meeting regularly with our Timeclock Plus (TCP) Implementation Specialist to continue the set-up of the Department's new electronic timekeeping solution.

Quality Improvement

- The Wellness Screening and Flu Shot events for County employees were held on October 1st in DeKalb and October 2nd in Sycamore. 178 employees, spouses and dependents participated in the wellness screenings. This was a sizable increase from 48 participants in 2018.
- The Wellness Committee continued to tailor the employee wellness program interest survey and it will be sent out to all County employees in early November.

Legislative Updates

SB131: FERAL CATS-RABIES VACCINATION

- **Status:** Signed by Governor on 8/9/2019, **Effective Date:** January 1, 2020
- Amends the Animal Control Act. Provides that every owner of a cat that is a companion animal and is 4 months or more of age shall have each cat inoculated against rabies by a licensed veterinarian. Provides that a veterinarian who inoculates a feral cat shall issue an inoculation certificate to the person who presented the feral cat for veterinary care. Makes other technical changes.
- Mrs. Gonzalez and Mr. Maurice attended the DeKalb County Health and Human Services Committee as requested by the Committee Chair. to present the revisions to the Animal Control Ordinance. The changes were unanimously approved by the committee and will be reviewed by the full County Board at the November 20, 2019 meeting.

Legislative Updates

HB1438: CANNABIS REGULATION & TAX ACT

- **Status:** Signed by Governor on 6/25/19, **Effective Date:** January 1, 2020
- Attended the DeKalb County Health and Human Services Committee meeting to present information on the Public Health consideration related to the legalization of recreational cannabis.
- Distributed the letter that was developed by the Northern Illinois Public Health Consortium which was forwarded to the Director of the Illinois Department of Public Health.

Fiscal Updates

- The CFY2020 Budget was approved at the November County Board meeting. Public Health and Solid Waste funding were approved as presented at the September Board of Health meeting.
- Open enrollment for 2020 Health Insurance took place in October. As part of the new Intergovernmental Personnel Benefit Cooperative (IPBC) contract, 2020 rates will be frozen at 2019 levels.

Federal Match for Family Case Management (FCM)

- **SFY2019 FCM Federal Match Funding**

- Revenue was received during this reporting period, but at a reduced amount. The 2019 Budget Projections, as presented at the September 2019 Board meeting, accurately reflects the revenue received.

- **SFY2020 FCM Federal Match Funding**

- A statewide workgroup, composed of representatives from local health departments and the Department of Healthcare and Family Services (HFS), has been convening to determine the future sustainability of FCM Federal Match funding for local public health departments.
- According to the most recent call, HFS has identified a solution where HFS will require the Managed Care Organizations (MCOs) to pay a per member per month rate for clients who are enrolled in an MCO and receiving services through Family Case Management.
- Logistics for this process are still be determined and as soon as additional information is available, it will be shared at the BOH level.

Billing Update

BRENDA COURTNEY

Billing

- Accounting staff continue to work closely with CDP on a daily basis. Staff works as a team on the monthly CDP Statement Lists which indicates why claims were denied and which clients should be billed for balances due.

Billing Claims Processed	September & October 2019
Private Insurance and Medicaid	1,656
County and State Employee Flu	1,009
Services Entered (CPT)	3,314

Health Protection Update

GREG MAURICE

Septic Complaints

Update to the residences on Greenwood Acres Drive in DeKalb with illegal septic systems:

- The one residence that we were having compliance issues with was resolved when we met onsite after further portions of the Orangeburg tile was exposed.

Animal Control

- Animal Control staff responded to a complaint regarding the rabies vaccination status of dogs at the Barn on Baseline. Staff investigated and found 9 dogs unvaccinated. We issued a 7-day notice to comply which was followed and all 9 dogs were vaccinated against rabies.
- Staff is working with the States Attorney Office and the IL Dept of Agriculture regarding whether the shelters/rescue groups need to purchase a rabies tag before the animal is adopted. If that is decided, this will be a change from past/current practice.

Animal Control

UPDATES FROM MAY BOARD OF HEALTH MEETING

Action Items	Status
Determine feasibility of putting Animal Control contracts out to bid.	Animal Control Administrator/boarding contract was sent out to local veterinarians in October. We received one bid back, from our current Administrator.

Solid Waste

- The second/final electronic collection of the year took place on September 7, 2019 with almost 350 cars and over 45,000 pounds of electronic waste collected.



Community Health & Prevention, Health Promotion & Emergency Preparedness Update

CINDY GRAVES

Communicable Disease Update



VII. Financial Data

REVIEW AND APPROVAL OF FINANCIAL STATEMENTS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2019

REVIEW AND APPROVAL OF CLAIMS FOR THE MONTHS OF OCTOBER AND NOVEMBER 2019

VIII. Old Business

IX. New Business

1. DCHD Strategic Planning

Strategic Planning Process

1. Develop Mission, Vision and Values

- Develop Organizational Values Statements
- Develop Mission Statement
- Develop Vision Statement
- Communicate Vision, Mission and Values

2. Compile Relevant Information: Environmental Scan

- Determine Value of Existing Data
- Collect Additional Data/Information as Needed
- Summarize Data/Information

Strategic Planning Process

3. Analyzing Results and Selecting Strategic Priorities

- Complete a SWOT/SWOC Analysis
- Identify Cross-cutting Themes, Emerging Issues & Key Strategic Issues
- Prioritize and select Strategic Issues
- Revise and Update the Plan as Needed

4. Develop the Strategic Plan and Implementation Plan

- Develop Strategies to Address Priorities
- Develop Goals and Objectives
- Develop Strategic Implementation Plan with Timelines and Measurement Plans
- Create a Strategic Planning Document

Strategic Planning Process

5. Implement, Monitor and Revise as Needed

- Establish a Process for Monitoring, Implementation and Evaluation
- Use QI to Improve Process and Outcomes
- Maintain Flexibility
- Communicate Results
- Revise and Update the Plan as Needed

Develop Mission, Vision and Values

- Alicia Shatteman, Associate Professor of Nonprofit Management in the School of Public and Global Affairs facilitated a Strategic Planning Kickoff meeting with Health Department Leadership Staff in early November.
- During that session, the staff utilized worksheets from the NACCHO Strategic Planning Toolkit to begin the review and update of our current mission statement and to develop a vision and value statements.
- A long list of options were developed and sent back out to our Leadership Team in order to create the a shorter list of options.

Organizational Values - Draft

COLLABORATION

- We engage community partners to maximize and sustain public health services in our community.

EQUITY

- We recognize the disparity in health equity in our community and we strive to eliminate barriers to optimal health.

INTEGRITY

- We act with character and are honest, trustworthy and transparency in all we do.

QUALITY

- We provide meaningful services that focus on continuous quality improvement.

RESPECT

- We respect the diversity of those we serve and value the contributions made by all staff.

Vision Statement - Options

Option A:

A community where all can achieve optimal health where they live, work and play.

Option B:

A community where every person has the opportunity to achieve optimal health.

Option C:

A community where systems effectively, efficiently and equitably promote the health of all populations.

Mission Statement - Options

Option A:

To protect and promote optimal health, safety and well-being.

Option B:

To work our community to prevent disease and injury, protect the environment and promote health.

Option C:

To work in partnership with the community to ensure optimal health and well-being of all people in DeKalb County

Develop Mission, Vision and Values

- Next Steps:
 - The shorter list of options for Mission and Vision statements will be shared with all employees in order to obtain feedback.
 - The Value Statements will be further reviewed and edited at the Senior Management level.
 - Proposed Mission, Vision and Values will be shared at the January BOH meeting for Board review.

2. Nominating Committee Report

2020 Member Recommendations

Appointment for a First 3-year term: (01-01-2020 through 12-31-2022)

Dr. Paul Stromberg, MD (Physician)

Anita Zurbrugg (Community Member)

Dr. Carlos Dominguez, DVM (Veterinarian)

Lorraine Daly, RN (Nurse)

Appointment for Second 1-year Term: (01-01-2020 through 12-31-2020)

Rukisha Crawford (County Board Representative)

2020 BOH Officer Recommendations

- **President:** Dr. Derryl Block
- **Vice President:** Dr. Heather Breuer
- **Secretary:** Lizy Garcia

3. 2020 Meeting Dates & Times

2020 Board of Health Meeting Dates

Tuesdays
6:30 p.m.

- January 28
- March 24
- **May 19**
- July 28
- September 29
- November 24

4. Recognition of Retiring Board Members

Thank You for Your Service!

- Dr. LeAnn Gruber
 - 1-1-14 through 12-31-19
- Chris Jones
 - 2-1-11 through 12-31-19
- Celeste Latham
 - 1-1-14 through 12-31-19
- Dr. Mayuri Morker
 - 1-1-14 through 12-31-19

X. Executive Session

XI. News & Correspondence

XII. Adjournment
