

**DEKALB COUNTY BOARD OF HEALTH  
MINUTES OF THE VIRTUAL MEETING  
DATE: July 28, 2020**

**BOARD OF HEALTH MEMBERS PRESENT**

Derryl Block, RN, PhD, President  
Heather Breuer, DMD, Vice President  
Lizy García, Secretary  
Rukisha Crawford  
Lorraine Daly  
Carlos Dominguez, DVM  
Erik Englehart, MD  
Patricia Faivre  
Jessica Harrill, JD  
Paul Stromborg, MD  
Anita Zurbrugg

**BOARD OF HEALTH MEMBERS ABSENT**

None

**STAFF MEMBERS PRESENT**

Lisa Gonzalez, MPH, *Public Health Administrator*  
Cindy Graves, RN, MSHA, *Director of Community Health and Prevention & Health Promotion and  
Emergency Preparedness*  
Greg Maurice, LEHP, *Director of Health Protection*  
Dytania Washington, MS, *Director of Administrative Services*  
Chessa Kendrick, *Administrative Support and Marketing Manager*

**CALL TO ORDER**

The DeKalb County Board of Health meeting of July 28, 2020 was called to order at 6:01 pm by Dr. Block, President.

**VIRTUAL MEETING GUIDELINES**

Mrs. Gonzalez provided an overview of guidelines for the virtual Board of Health Meeting.

**AGENDA**

On a motion by Dr. Stromborg, seconded by Rukisha Crawford, the Board of Health Meeting Agenda was approved. Motion carried.

**MINUTES**

**Full Board**

On a motion by Anita Zurbrugg seconded by Dr. Stromborg, the Board of Health Minutes of the Meeting for May 15, 2020 were approved. Motion carried.

## **COMMITTEE REPORTS**

Dr. Block stated that the Personnel Committee meeting met on July 24, 2020 to conduct the performance review of the Public Health Administrator and that the meeting will be summarized in Executive Session.

## **PERSONS TO BE HEARD FROM THE FLOOR**

None

## **NEW BUSINESS**

### **1. COVID-19 SITUATIONAL UPDATE**

Ms. Gonzalez provided a COVID-19 case update in DeKalb County by date, age, zip-code, week and demographics. Ms. Gonzalez also provided the number of people who have recovered and are in the recovery period.

Ms. Gonzalez discussed the two current long-term care facility outbreaks at Pine Acres Rehabilitation and Living Center and Willow Crest Nursing Pavilion. DeKalb County Rehab and Nursing Center and Bethany Rehab are no longer considered outbreaks because there were no new positive cases within a 28-day span. An update on current outbreaks at businesses within the County was provided.

The modified service delivery model was presented to highlight how services have changed at the Health Department in Phase 4. More services have begun to see in-person appointments besides WIC and Family Case Management.

Ms. Gonzalez provided an update on alternative housing that is set to close out at NIU Holmes Students Center July 31<sup>st</sup>. DCHD is working with Family Service Agency and ESDA to coordinate alternative housing in hotels.

Updated CDC guidance was provided on the changes in protocol to stay home for isolation from 14 days to 10 days and from 72-hour fever free to 24-hour fever free.

DCHD is currently using the new Inventory Management System to track Emergency Preparedness items. DCHD distributed more than 28,500 items to long-term care facilities and first responders. DCHD became the cloth mask donation site with over 1,480 cloth masks being distributed.

Ms. Gonzalez provided an updated on the two IDPH grants received for the COVID-19 Response. The COVID-19 Crisis Grant for \$70,176 will be utilized for personnel and fringe benefits, medical supplies for mass vaccinations, and a trailer to transport supplies. The COVID-19 Contact Tracing Grant for \$2,861,712 will be used for personnel and fringe benefits, equipment to support the COVID-19 response, supplies for testing and public education, contractual services including UIC laboratory testing, and telecommunications to provide communication tools for contact tracers.

Ms. Gonzalez expanded on COVID-19 testing that 25% of grant allocation from the Contact Tracing Grant was budgeted for expanding testing capabilities. Currently, DCHD is testing individuals who are on Medicaid or do not have health insurance at NIU, Kishwaukee College, or congregate settings.

An overview was provided on the grant workplan for the Contact Tracing Grant that includes ten deliverables.

Ms. Gonzalez gave an update on where our region currently is in Restore Illinois. DeKalb County is in Region 1 according to the newly developed Restore Illinois regions. Region 1 is in Phase 4 of the plan. Ms. Gonzalez updated on the current stats and the new guidelines of how the region could be restricted if numbers were to rise.

DCHD has been working closely with the DeKalb County school districts for many weeks to assist in decision making regarding school reopening plans. This has included numerous meetings with superintendents along with communication to other individuals on the plans and decisions. DCHD has been providing feedback on plans.

Ms. Gonzalez reviewed DCHD's role in Restore Illinois the enforcement protocol if a person or businesses violates guidelines in Restore Illinois.

## **COMBINED REPORT**

As noted.

## **FINANCIAL DATA**

On a motion by Rukisha Crawford seconded by Lorraine Daly, the financial statements for the months of May and June 2020 were approved. Motion carried.

On a motion by Anita Zurbrugg seconded by Patricia Faivre, the claims for the months of June and July 2020 were approved. Motion carried.

## **NEW BUSINESS**

### **1. 2019 FINANCIAL STATEMENT**

Mrs. Gonzalez provided an analysis of the 2019 Financial Statement to compare 2019-year end projections, developed in July 2019, to actual 2019 Revenue and Expenditures. Mrs. Gonzalez shared that 2019 revenue was lower than expected due primarily to lower than projected fees revenue in Medicaid and Private Pay Immunizations. Expenditures were also less than projected due to savings in Salaries and Benefit and Commodities and Services line items. Overall, 2019 ended with a shortfall of \$5,079 compared to the \$11,000 shortfall projected in July 2019. Mrs. Gonzalez also provided a status update on the Health Department fund balance, including an overview of the restricted funds and a 6-year fund balance trend analysis.

### **2. MEETING FORMAT IN PHASE 4**

On a motion by Dr. Breuer seconded by Rukisha Crawford, the virtual Board of Health meetings as allowed by the Illinois Attorney General's Office under the State of Illinois Emergency Declaration will remain virtual until the Declaration is lifted. Motion carried.

## **EXECUTIVE SESSION**

At 7:09 pm, Lorraine Daly moved, seconded by Dr. Stromborg, to enter into Executive Session for the purpose of discussing Employment Matters, under Subsection Number 21, all of Section 2 (c) of the Open Meetings Act.

On roll call vote, those voting yes were Dr. Block, Dr. Breuer, Lizy García, Rukisha Crawford, Dr. Dominguez, Dr. Englehart, Jessica Harrill, Lorraine Daly, Anita Zurbrugg, Patricia Faivre, and Dr. Stromborg.

At 7:47 pm, Dr. Block moved to enter back into open session, seconded by Rukisha Crawford. Motion carried.

On a motion by Dr. Breuer, seconded by Rukisha Crawford, the proposed salary adjusted for the Health Promotion and Emergency Preparedness Coordinator was approved. Motion carried.

On a motion by Dr. Breuer, seconded by Rukisha Crawford, the temporary adjustment of hours of the identified COVID-19 exempt positions from 37.5 hours to 40 hours was approved. Motion carried.

## **CORRESPONDENCE AND NEWS**

As noted.

## **ADJOURNMENT**

On a motion by Daly seconded by Crawford, the Board of Health adjourned at 7:50 pm. Motion carried.



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Lizy Garcia, Secretary  
DeKalb County Board of Health