

DEKALB COUNTY BOARD OF HEALTH MEETING

MEETING MINUTES

DATE: November 22, 2022

BOARD OF HEALTH MEMBERS PRESENT

Kellen Bosma, DMD
Rukisha Crawford
Lorraine Daly
Erik Englehart, MD, Vice President
Patricia Faivre
Lizy Garcia, Secretary
Jill Olson
Paul Stromborg, MD
Anita Zurbrugg

BOARD OF HEALTH MEMBERS ABSENT

Derryl Block, RN, PhD, President
Carlos Dominguez, DVM

STAFF MEMBERS PRESENT

Lisa Gonzalez, MPH, *Public Health Administrator*
Melissa Edwards, MPH, *Director of Emergency Preparedness and Health Promotion*
Erin Frye, MPH, *Administrative Support and Marketing Manager*
Greg Maurice, LEHP, *Director of Health Protection*
Adriana Milan, MPA, *Director of Administrative Services*
Stacia Runge, MSW, *Director of Community Health & Prevention*

CALL TO ORDER

The DeKalb County Board of Health meeting of November 22nd, 2022 was called to order at 6:05 pm by Dr. Englehart, Vice President. Lisa Gonzalez introduced Stacia Runge as the new Director of Community Health and Prevention. Mrs. Gonzalez reviewed virtual meeting guidelines.

AGENDA

On a motion by Ms. Zurbrugg, seconded by Dr. Stromborg, the Board of Health Meeting Agenda of November 22nd, 2022 was approved. Motion carried.

APPROVAL OF MINUTES

Full Board

On a motion by Ms. Crawford seconded by Ms. Daly, the Board of Health Meeting Minutes for September 27, 2022 were approved. Motion carried.

Nominating Committee

On a motion by Ms. Zurbrugg, seconded by Dr. Bosma, the Nominating Committee Meeting Minutes for October 24, 2022 were approved. Motion carried.

On a motion by Ms. Zurbrugg, seconded by Ms. Crawford, the Nominating Committee Meeting Minutes for November 14, 2022 were approved. Motion carried.

COMMITTEE REPORTS

PERSONS TO BE HEARD FROM THE FLOOR

None

PRESENTATION

1. Community Lab Draw & TB Testing

Mrs. Gonzalez provided an overview of the Community Lab Draw Program at the Health Department. She explained the program provides discounted laboratory testing services for ages 18 and up via the University of Illinois Hospital Reference Laboratory. She shared the program is useful for those who are uninsured, under-insured, and those on high deductible insurance plans.

Mrs. Gonzalez shared the client must provide a written prescription from their healthcare provider detailing the specific blood specimen to be drawn. She explained the Health Department does not bill any health insurance plan, nor should the client submit the receipt to their insurance company. She shared payment is cash, check, and credit card only. She stated the client's healthcare provider is responsible for follow-up on abnormal lab results.

Mrs. Gonzalez shared the Community Lab Draw Program began in 2019 and commonly requested tests include QFT (QuantiFERON gold for Tuberculosis testing) and titers for school, such as Hepatitis B, Varicella, and MMR). Mrs. Gonzalez shared the approximate number of patients seen per year since the program's inception. Mrs. Gonzalez shared the Health Department promotes the service on the Health Department website, through social media, and via community partners.

Dr. Stromborg asked where the Health Department's liability ends regarding follow-up with clients about their lab results to ensure they receive proper medical care. Mrs. Gonzalez replied if clients have an urgent result that is out of range, the UIC lab contacts the client to ensure follow-up.

Mrs. Zurbrugg asked if there is a specific age group taking advantage of the community lab draw services. Mrs. Gonzalez replied the program often sees the student population in their late teens and early twenties for required titers. Mrs. Gonzalez emphasized the program covers a gap in the community for cost-effective services.

Mrs. Gonzalez provided an overview of Tuberculosis (TB) testing. She explained TB is caused by the bacterium *Mycobacterium tuberculosis* and the bacteria is spread through the air from person

to person. She shared the bacteria typically target the lungs, but can attack any part of the body. She stated symptoms can include a persistent cough, pain in the chest, coughing up blood or sputum, weakness or fatigue, weight loss, lack of appetite, chills, fever and/or sweating at night. Mrs. Gonzalez revealed if TB infection is not treated properly, TB disease can be fatal.

Mrs. Gonzalez compared latent TB infection to active TB disease. She stated a person with latent TB infection has a small amount of TB bacteria in their body that are alive but inactive, cannot spread TB bacteria to others, does not feel sick, usually has a TB skin test or blood test reaction, their radiograph is typically normal and sputum smears and cultures are negative, should consider preventative treatment, does not require respiratory isolation, and is not considered a TB case. She explained a person with TB disease has a large amount of active TB bacteria in their body, may spread TB bacteria to others, may feel sick and have symptoms, usually has a TB skin test or blood test reaction, whose radiograph is abnormal and sputum smears and cultures may be positive, needs treatment for TB disease, may require respiratory isolation, and is considered a TB case.

Mrs. Gonzalez shared U.S. progress toward TB elimination from 1982 to 2020 and noted a downward trend. She also shared Illinois TB case rates per 100,000 population in 2021, noting DeKalb had a case rate of zero.

Mrs. Gonzalez shared the TB Program uses an informed consent form for TB skin tests which includes a TB screening questionnaire. She explained the TB skin test, also known as the Mantoux tuberculin skin test, occurs when a small amount of tuberculin is injected into the skin on the lower part of the arm, the person given the test returns within 48 to 72 hours to determine if there was a reaction, and the result depends on the size of the raised, hard area or swelling.

Mrs. Gonzalez explained a positive skin test occurs when the person's body is infected with TB bacteria and additional tests are needed to determine if the person has latent TB infection or active TB disease. She explained a negative skin test occurs when the person's body did not react to the test and that latent TB infection or TB disease is not likely.

Mrs. Gonzalez shared TB testing and screening for adults and children is provided Mondays, Tuesdays, Wednesdays and Fridays from 8:00 am to 4:00 pm. She stated no appointment is necessary. She explained those with latent and active TB infections can receive consultation, including medication. Mrs. Gonzalez shared a TB skin test costs twenty-dollars, payment is required at the time of service, and can be made by cash, check or credit/debit card with valid identification and Medicaid is billed when applicable. She stated TB clearance letters can be provided for past positive reactors who are DeKalb County residents.

Mrs. Gonzalez reviewed the Health Department's TB Program service data from 2017 through 2022. She emphasized the number of TB skin tests administered, positive results, clients monitored for diagnosis of latent TB infection and those monitored for active TB disease.

2. COVID-19 Situational Update

Mrs. Gonzalez provided a COVID-19 situational update to the Board of Health. She shared DeKalb County is currently at a low CDC Community Level and a high CDC Community

Transmission Level Mrs. Gonzalez shared the CDC's Community level data site is used to help individuals take preventative steps based on the COVID-19 community level whereas the CDC's community transmission is data used for healthcare settings to determine appropriate mitigation strategies. She explained during high transmission, staff continue to mask when in areas where they encounter a client and masks will be required for clients and visitors who enter the building.

Mrs. Gonzalez provided an overview of COVID-19 executive orders and guidance. She explained the Illinois Executive Orders were reissued on November 10th, 2022 and are effective for 30 days.

Mrs. Gonzalez shared COVID-19 outbreak activity in September and October 2022. She shared in September there were eleven long-term care facilities and congregate care outbreaks totaling 32 cases. She shared in October there were seven long-term care facilities and congregate care outbreaks totaling 18 cases. Mrs. Gonzalez shared the Health Department has continued administering COVID-19 vaccinations and 1,218 vaccinations were administered in September and October combined.

Mrs. Gonzalez stated beginning Monday, September 12th, 2022 the Health Department began to offer Bivalent Booster COVID-19 vaccines for those ages 12 and older. She shared beginning Monday, November 7th the Health Department transitioned to offering COVID-19 vaccines by appointment only and began providing the Bivalent COVID-19 Booster Vaccines for children ages 5-11. She further shared appointments for those 12 and older are available on Mondays, and appointments for children 6 months – 11 years are offered on Fridays.

Mrs. Gonzalez provided an update on the COVID-19 After Action Report (AAR). She explained the AAR is in pre-decisional, non-disclosure format. She stated the AAR serves as a record of observations, gaps, strengths, and opportunities for improvements as it relates to the Health Department COVID-19 response from the operational period of February 2020 through June 2022. She explained Mier Group Consultants will be presenting the information to senior management and the AAR will be summarized as part of the January 2023 BOH meeting.

COMBINED REPORT

Mrs. Gonzalez shared if there were any questions regarding the combined report to reach out.

FINANCIAL DATA

On a motion by Ms. Zurbrugg, seconded by Ms. Olson, the Financial Statements for the months of September and October 2022 were approved. Motion carried.

On a motion by Ms. Daly, seconded by Dr. Stromborg, the Claims for the months of October and November 2022 were approved. Motion carried.

OLD BUSINESS

NEW BUSINESS

1. Nominating Committee Report

Mrs. Gonzalez shared the Nominating Committee recommends to reappoint Rukisha Crawford for a fifth 1-year term, appoint Dr. Karen Federici for a Physician opening for a first 3-year term, and appoint Mark Mattson as a Community Member for a first 3-year term on the Board of Health. She explained Lorraine Daly, Dr. Carlos Dominguez, and Anita Zurbrugg are recommended to be reappointed for second 3-year terms on the Board of Health. Mrs. Gonzalez shared Dr. Derryl Block, Dr. Erik Englehart, and Anita Zurbrugg are recommended as officers in the Board of Health with the positions of President, Vice President, and Secretary, respectively.

On a motion by Ms. Crawford, seconded by Ms. Faivre, the recommendation of the two new 2023 Board of Health members to the DeKalb County Board was approved. Motion carried.

2. 2022 Meeting Times and Dates

Mrs. Gonzalez shared the Board of Health meets the fourth Tuesday of every other month at 6:00pm. She stated the meetings for 2023 are January, March, May, July, September, and November.

On a motion by Ms. Zurbrugg, seconded by Ms. Olson, the 2023 Meeting Times & Dates were approved. Motion carried.

3. Board of Health Training Presentations

Mrs. Gonzalez reviewed the 2023 Board of Health training presentations; COVID-19 After Action Report Summary in January, Food Safety Code Enforcement Program in March, Travel Immunizations in May, Solid Waste & Recycling Program in July, IL Tobacco Free Communities Program in September, and Women, Infants, and Children (WIC) Program in November.

4. Procurement/Purchasing Policy

Mrs. Gonzalez explained in April 2022, DeKalb County adopted a new procurement policy to provide additional guidance on purchasing limits, competitive bidding and emergency purchases for county departments. She shared the Health Department operates under the Board of Health and it is recommended that the Board adopt a policy to provide similar purchasing/procurement guidelines for the Health Department. She clarified the Health Department policy should determine spending parameters for Public Health Administrator and processes for obtaining approval for purchasing higher cost goods and services. Mrs. Gonzalez explained the procedures should be outlined for purchases under \$5,000, between \$5,000 and \$30,000 and purchases over \$30,000.

Mrs. Gonzalez explained the DeKalb County Health Department Procurement/Purchasing Policy should allow for competitive pricing in the procurement of materials, equipment and professional services, encourage competitive selection when awarding contracts, outline Public Health specific procurement considerations (i.e., grant covered media, vaccine purchasing, public health group purchasing agreements, etc.), and assure compliance with federal and state financial regulations. She stated the Health Department is to utilize the new County policy as a framework and work in

conjunction with the States Attorney's office to draft a procurement policy for Board of Health review. She shared the draft should be ready by the March Board of Health meeting.

Mrs. Gonzalez shared that historically, Animal Control (AC) vehicles have been included in the County's vehicle asset replacement program. She explained for planning purposes, county owned vehicles are projected to have a seven-year life span, but due to the amount of miles/related wear, AC vehicles need to be replaced approximately every five years. She stated that van AC-1 was purchased in January 2017 and began to need repairs above and beyond typical maintenance by the beginning of 2022. She also shared that most recently, it was determined that the van would likely need approximately \$6,000 more in repairs to keep it safely on the road.

Mrs. Gonzalez explained the Health Department requested approval for purchase of a replacement through the County in early 2022, and was informed that the amount set aside annually for the AC vehicles did not align with the five-year life span of the vehicle and that the allotment would need to be adjusted moving forward. She shared throughout 2022, Greg continued to search for available vehicles and monitor the State's group purchasing program for available vehicles with no success.

Mrs. Gonzalez shared in October, Greg was contacted about an available unit in Rockford and the Health Department moved forward with the purchase. She explained the vehicle price was below the State's group procurement rate, and there were no other like vehicles available, therefore even though the cost was over the \$30,000 threshold, bids were not required. Mrs. Gonzalez stated the Health Department agreed to purchase the replacement van and the County agreed to align the funds set aside to coincide with the five-year life of AC vans moving forward. She shared AC-2 is scheduled to be replaced in 2023. Mrs. Gonzalez explained because the AC Van was over the \$30k purchase threshold, and was not included in the 2022 year-end projections, she is requesting the Board of Health to rectify the expense via a board motion.

On a motion by Ms. Crawford, seconded by Ms. Daly, the motion to rectify the emergency purchase of the Animal Control Vehicle in the amount of \$40,920 was approved. Motion carried.

5. Recognition of Retiring Board Members

Mrs. Gonzalez announced both Dr. Paul Stromborg and Lizy Garcia are retiring from the Board of Health at the end of 2022. She thanked both members for their service on the Board.

EXECUTIVE SESSION

CORRESPONDENCE AND NEWS

ADJOURNMENT

On a motion by Mrs. Faivre, seconded by Ms. Zurbrugg, the Board of Health adjourned at 7:02pm. Motion carried.

Lizy Garcia, Secretary
DeKalb County Board of Health