

DEKALB COUNTY BOARD OF HEALTH MEETING

MEETING MINUTES

DATE: January 25, 2022

BOARD OF HEALTH MEMBERS PRESENT

Derryl Block, RN, PhD, President
Kellen Bosma, DMD
Erik Englehart, MD, Vice President
Rukisha Crawford
Lorraine Daly
Carlos Dominguez, DVM
Patricia Faivre
Paul Stromborg, MD
Anita Zurbrugg

BOARD OF HEALTH MEMBERS ABSENT

Lizy Garcia, Secretary
Jessica Harrill, JD

STAFF MEMBERS PRESENT

Lisa Gonzalez, MPH, *Public Health Administrator*
Cindy Graves, RN, MSHA, *Director of Community Health and Prevention & Health Promotion and Emergency Preparedness*
Erin Frye, MPH, *Administrative Assistant and Marketing Manager*
Greg Maurice, LEHP, *Director of Health Protection*

CALL TO ORDER

The DeKalb County Board of Health meeting of January 25, 2022 was called to order at 6:01 pm by Dr. Block, President.

Mrs. Gonzalez provided an overview of the virtual meeting guidelines.

INTRODUCTION OF NEW BOARD OF HEALTH MEMBER

Dr. Block introduced Kellen Bosma, DMD, as a Board of Health Member. Dr. Bosma introduced himself as dentist that works and resides in DeKalb County.

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 Rukisha Crawford, the Board of Health Meeting Minutes for November 23rd, 2021 were approved. Motion carried.

Ad Hoc Bylaw Review Committee

On a motion by Patricia Faivre, seconded by Dr. Englehart, the Ad Hoc Bylaw Review Committee Minutes of the Meeting for November 18, 2021 were accepted. Motion Carried.

On a motion by Lorraine Daly, seconded by Patricia Faivre, the Ad Hoc Bylaw Review Committee Minutes of the Meeting for December 21, 2021 were accepted. Motion Carried.

On a motion by Anita Zurbrugg, seconded by Dr. Stromborg, the Ad Hoc Bylaw Review Committee Minutes of the Meeting for January 7, 2022 were accepted. Motion Carried.

Nominating Committee

On a motion by Patricia Faivre, seconded by Lorraine Daly, the Nominating Committee Minutes of the Meeting for November 19, 2021 were accepted. Motion carried.

COMMITTEE REPORTS

Lisa Gonzalez shared that the committees will report under Old and New Business of tonight's agenda.

PERSONS TO BE HEARD FROM THE FLOOR (via Zoom) *

None

PRESENTATION

COVID-19 Situational Update

Mrs. Gonzalez provided a COVID-19 Situational Update that included reporting changes for COVID-19 data. She shared that the health department has moved from a daily to weekly COVID-19 dashboard update on the Health Department website. She shared data is taken from the Illinois Department of Public Health website. Mrs. Gonzalez shared the dashboard data reported includes the number of total cases, the number of total deaths, charts showing case counts by age group and by gender, the DeKalb County 7-day positivity rate, the percent of the county fully vaccinated, and a long-term care outbreak report. She shared data on deaths has never been reported in real time due to timeline needed to conclude cause of death and therefore the deaths being reported in a given week may not have occurred the previous week.

Mrs. Gonzalez shared vaccination data and highlighted the County is doing better than Illinois in vaccinations for the 65+ age group. She shared the Health Department will continue vaccinating all age groups and provide booster doses. She shared Cindy Graves and her team provided two large scale clinics at the NIU Convocation Center with over 500 vaccinations given at each clinic. Mrs. Gonzalez shared at those events vaccines are provided for those interested in primary series, pediatric, or booster doses. She shared the County has recently seen the biggest surge in cases, higher than previously seen through the course of the pandemic, over the course of the last few weeks but that the County is beginning to see the number of cases trend down.

Mrs. Gonzalez shared CDC data highlighting the percentage of those fully vaccinated 12 years and older and those fully vaccinated 5 years and older at 61.6% and 57.9%, respectively. She shared DeKalb County is still in a high level of community transmission.

Mrs. Gonzalez shared COVID-19 outbreak activity in November and December 2021. She shared there were 47 cases across 4 long term care facilities in November. She shared there were 127 cases across 8 long term care facilities, 6 cases across 2 schools, 12 cases in a factory/manufacturing setting, and 44 cases across 2 congregate care facilities in December.

Mrs. Gonzalez shared a COVID-19 testing update regarding BinaxNOW and Shield testing. She shared the health department continues the partnership with 8 school districts and 2 congregate care facilities to give out BinaxNOW test kits provided to the health department by the State. She shared during this reporting period over 3,800 test kits were distributed through these partnerships. She also shared the health department encourages school districts to use IDPH Shield testing with 4 of 8 districts following this recommendation. She shared the health department is exploring options for community-based Shield testing sites. Mrs. Gonzalez emphasized social media efforts to encourage individuals use local pharmacies or IDPH sponsored testing sites for their COVID-19 testing needs.

Mrs. Gonzalez shared the recent pivot in statewide contact tracing. She shared effective December 28th, 2021, all positive cases began to receive a text message with information on isolation and quarantine guidance and effective January 13th, 2022, the IDPH Surge Center began to reach out to all cases who opt in from the auto text. She shared the health department will continue to respond to cases in high-risk settings and provide oversight of schools, daycares, and congregate care settings with mitigation strategies and outbreak management. Cindy Graves shared if an individual does not opt in to contact tracing, they do not receive oversight.

Mrs. Gonzalez shared new IDPH adoption of CDC guidance for isolation and quarantine. She shared if an individual tests positive for COVID-19, they are to stay home for five days and if symptoms are at least resolving at that time, they are to wear a mask around others for another 5 days. She shared the quarantine guidance is similar in that if a person is fully vaccinated and/or boosted in the last five months, they must wear a mask around others for 10 days and if they have not been fully vaccinated or boosted in the last five months, they are to stay home for 5 days if possible or at least wear a mask around others for ten days. Cindy Graves added messaging is coming out saying 5 days is not necessarily enough and depends on whether you still have symptoms. She shares this is complicated by the fact that some individuals have long-term

symptoms. She emphasized that if a lingering cough is not a controlled lingering cough, please stay home if possible and wear a mask around others.

Mrs. Gonzalez shared changes to recommendations for vaccines. She shared for Pfizer and Moderna booster vaccinations the recommendations moved from 6 months to 5 months after initial series. She also shared for Pfizer, pediatric doses are now available to those 5 years of age and older. She shared the Pfizer booster dose is now recommended for those 12 and older.

Mrs. Gonzalez shared the Health Department is continuing to provide vaccinations. She shared almost 2,000 vaccines were administered in November and December with 325 of pediatric doses provided at NIU clinics and the health department and 260 pediatric doses given at two IDPH/IEMA clinics. She shared the Health Department is currently offering initial vaccinations five days a week by appointment or walk-in but pediatric and booster vaccinations are by appointment only.

Mrs. Gonzalez shared COVID-19 funding updates including the COVID Crisis CoAg Grant meant to establish, expand, train, and sustain the public health workforce to support COVID-19 prevention, preparedness, response, and recovery initiatives. She shared the grant will provide support to the communicable disease and immunization programs, the grant period is July 2021 through June 2023, and budgeted positions include two public health nurses and one secretary.

Mrs. Gonzalez shared the COVID-19 Response Grant (COVRED-22) which purpose is to help defray costs associated with the administration of COVID-19 response efforts as well as relieve some financial burden from local health departments already strained financially from responding to the COVID-19 pandemic. She shared the grant will support the continuance of surveillance, epidemiologic investigation, infection control, mitigation, resource coordination, testing services, communications and other activities. She shared the grant period is for calendar year 2022 and the application is due in February.

Mrs. Gonzalez asked for any questions related to the COVID-19 update. Dr. Block asked Mrs. Gonzalez to clarify there were no first doses given except to children during November and December. Ms. Graves clarified that the majority of doses given were boosters during those months. Ms. Graves added the clinics in January at the NIU convocation center had several first and second doses. Anita Zurbrugg asked for clarification on the grant regarding likelihood of grant acceptance and funding. Lisa Gonzalez explained that these grants have funds given based on county populations and so allocations are made and as long as all criteria are met and application is completed, the funds are granted.

COMBINED REPORT

Mrs. Gonzalez shared the CFY2022 Budget was reviewed and approved on December 8th, 2021. She shared beginning on Jan. 1, 2022, the standard mileage rates for the use of a car will be fifty-eight point five cents per mile for business miles driven and eighteen cents per mile driven for medical or moving purposes. Mrs. Gonzalez also shared the health department agreements for services with all independent contractors have been renewed for 2022.

Ms. Graves provided an update to the Board on the Federal Navigator Grant. She shared the number of appointments and enrollments are less than last year because redeterminations have not been occurring. She shared that no redeterminations mean no one is being denied Medicaid coverage and thus individuals not seeking a Marketplace health plan. She shared this is anticipated to occur through September 2022 when redeterminations are set to occur again.

FINANCIAL DATA

On a motion by Anita Zurbrugg, seconded by Dr. Stromborg, the Financial Statements for the months of November and December 2021 were approved. Motion carried.

Regarding the December 2021 and January 2022 claims Dr. Stromborg asked for clarification on the line items listed as public notices. Lisa Gonzalez shared the public notices refer to media campaigns associated with the Navigator and the Local Health Protection grants. Mrs. Gonzalez shared those grants allow for, and require, media campaigns and that is what those line items refer to in the claims.

On a motion by Patricia Faivre, seconded by Anita Zurbrugg, the Claims for the months of December 2021 and January 2022 were approved. Motion carried.

OLD BUSINESS

1. Review of Proposed Bylaw Amendments

Mrs. Gonzalez reviewed the significant changes within the Bylaw amendments put forth by the Ad Hoc Bylaw Review Committee. Mrs. Gonzalez shared in section 1.1.1 the DeKalb County Board of Health would be referred to as “Board” throughout the document to simplify wording. She shared in article 2.1.1 the Board wanted to emphasize carrying out the Health Departments Mission and Vision Statements.

Mrs. Gonzalez shared the Ad Hoc Bylaw Committee referred to the States Attorney for guidance on Article III Section 3.2.1 on flexibility allowing membership on the board for those who work but do not live in DeKalb County. She shared this was determined to be allowed. Mrs. Gonzalez shared a section 3.4.3 was added that states “If a Board member seeks to vacate their position on the Board due to health, change of domicile, or any other compelling reason, the member is to notify the Board president and public health administrator in writing as soon as possible”. She also shared that section 3.7.4 added a legalese term the States Attorney recommended referring to a state statute that each Board member shall follow the DeKalb County Government Ethics policy.

Mrs. Gonzalez shared the committee recommended for section 4.5.3 the Secretary should review the draft minutes of the board meetings before they are posted online. She shared section 4.5.4 specifies the duties of the Treasurer to review accounts of all receipts and act as chair of the finance committee. Mrs. Gonzalez shared section 5.2.1 added the administrator as a position who may request a special meeting and the meeting must be requested 48 hours in advance as required by the Illinois Open Meetings Act.

Mrs. Gonzalez shared 6.1.1 defines what a quorum is for the Board of Health. She shared the committee initially asked about flexibility for Board members to attend meetings by video or audio conference. She shared the States Attorney clarified that the three reasons already listed in the Bylaws were the only reasons allowed unless the board were meeting when an emergency declaration is in place. Mrs. Gonzalez shared the committee proposed a section 6.3.0 be added titled Comments from the Public and section 6.3.1 specifies the time limitation and how a person would be able to request to make public comments.

Mrs. Gonzalez shared Article VII section 7.3.1 added evaluation of the public health administrator as a duty of the personnel committee. She shared the committee recommended to strike 7.4.0 entirely to remove the Bylaws Committee as the Bylaws would be reviewed using an Ad Hoc Committee. Mrs. Gonzalez shared for 7.6.1 it was recommended to add the Treasurer as a member of the Executive committee and define more clearly the role of the Executive Committee to support the Board in the performance of its duties and responsibilities between regularly scheduled meetings. She shared 7.7.2 is the section that proposes a timeline for the Ad Hoc Committee to be appointed once every three years by the President for the purposes of reviewing and recommending revisions to the Board of Health Bylaws.

Mrs. Gonzalez shared that for Articles VII and IX there were no notable changes recommended by the Ad Hoc Bylaw Review Committee.

On a motion by Anita Zurbrugg, seconded by Rukisha Crawford, the Proposed Bylaw Amendments were approved. Motion carried.

2. CFY2022 Budget – Summary of Changes

Mrs. Gonzalez reiterated the budget was approved by the County Board in December. She shared there were changes to the budget between the time it was recommended by the Board of Health and approved by the County Board. She shared when the budget was shared in September 2021 it was projected that the year would end with a projected shortfall of approximately \$20,000. She shared the county received ARPA and Differential Property Tax Dollars of approximately \$150,000 which was then allocated in revenue. She shared if projections are accurate, the shortfall is removed for CFY2021. Mrs. Gonzalez shared the CFY2022 shortfall was projected to be approximately \$353,000. She shared there was an increase in budgeted Property Tax Revenue of approximately \$9,000 to bring the revised budgeted shortfall to approximately \$344,000 for CFY2022. She shared the new COVID grants being is expected to impact that shortfall in a positive way moving forward.

3. Proposed 2022 BOH Training/Presentation Topics

Mrs. Gonzalez shared the new Board of Health training and presentations to occur in 2022. She shared in March the topic will be the Healthcare Navigator and Medical Cannabis Pilot Project, in May the Freedom of Information Act (FOIA), in July Drug and TB Testing, in September Understanding DCHD Financial Reports, and in November Animal Control. She also shared Open Meetings Act training opportunities will be shared with the Board of Health when they become available.

Patricia Faivre asked for review of the requirements of the Open Meetings Act Training. Mrs. Gonzales shared the requirement has been paused due to the Attorney Generals website being down. She shared when the site becomes available or when alternative training can be secured that information will be shared with the Board of Health.

NEW BUSINESS

1. Appointment of Standing Committees for 2022

Lisa Gonzalez shared the standing committees for 2022 have been determined with the only change being that Dr. Stromborg, as chair of the finance committee, would be Treasurer and therefore serve on the executive committee according to the approved Bylaw changes. She shared any Board of Health member may attend, but not vote in, any standing committee meeting.

EXECUTIVE SESSION

Dr. Block shared the Board will move into Executive Session for the purpose of discussing Employment Matters, under Subsection number 1 of Section 2 (c) of the Open Meeting Act.

On a motion by Paul Stromborg, seconded by Anita Zurbrugg, the move into Executive Session for the purpose of discussing Employment Matters, under Subsection number 1 of Section 2 (c) of the Open Meeting Act was approved. Motion carried.

Dr. Block stated the Board of Health entered Open Session at 7:07pm.

On a motion by Rukisha Crawford, seconded by Lorraine Daly, the temporary adjustment of hours for the identified exempt position from 37.5 hours to 40 hours through July 31, 2022 were approved. Motion carried.

CORRESPONDENCE AND NEWS

Lisa Gonzalez shared Jessica Harrill announced her resignation to the Board of Health due to conflicts. She shared the nominating committee will need to meet to discuss filling the position of Attorney on the Board of Health.

ADJOURNMENT

On a motion by Anita Zurbrugg, seconded by Paul Stromborg, the Board of Health adjourned at 7:10 pm. Motion carried.



Lizy Garcia, Secretary
DeKalb County Board of Health