

**Montgomery County Board of Health
Minutes
April 21, 2009**

A regular quarterly meeting of the Montgomery County Board of Health (MCBOH) was held on April 21, 2009, at 7:00 p.m. at the Montgomery County Health Department (MCHD), located at 11191 Illinois Route 185, in Hillsboro, Illinois. Present at the meeting were: Phillip Johnson, M.D., Harold Jurgena, LaMoine Reeves, Roger C. McFarlin, M.D., Kathy Shafer, D.M.D., Kate Poirot, R.N., Jerry Wesley, Hugh Satterlee, Dolores Wheelhouse, R.N., Sue Gray, Cyndy Howard, Carolyn DeWerff, R.N., Jodi Perkins, Lynn Sellers and Julie Marcolini.

Jerry Wesley called the meeting to order at 7:03 p.m. He asked for a motion to approve the minutes from the January 20th Board of Health meeting. Dr. McFarlin made a motion to approve the minutes. It was seconded by Harold Jurgena; all were ayes (with the correction of the October BOH meeting date) and the motion carried.

Dolores Wheelhouse was present to give the Public Health report on Emergency Preparedness. She told the Board that the Department had its SNS review in March; Montgomery County Health Department received a score of 76 out of a possible 100 (last year's score was 74). More people will be trained in command positions, which means taking on-line ICS classes. Also more Job Action sheets will be written which are specific for Montgomery County and training will be provided. Security plans will be updated and be approved by Montgomery County Sheriff's Office. Dolores told Board members that our current SNS policy states that no one under the age of 18 can get medication on their own; this is the rule the Department uses for immunization clinics. The State policy (Appendix H) states that minors, 12 years and older, will not be turned away. She asked the Board for any suggestions on changing our policy (will need proof of age). After discussion among the Board a motion was made to initiate a first reading to amend our SNS policy to 12 years and older. Dr. McFarlin seconded the motion. All present voted aye and the motion carried. The Medical Reserve Corp. (MRC) will hold its Second Annual Central Illinois MRC Conference in Springfield. Forty-seven (47) are registered so far. Dolores attended the Integrated Medical, Public Health, Preparedness and Response Training Summit in Dallas in April. The Department will be participating in Litchfield's Earth Day on May 16. Work continues on IPLAN, which is needed to certify as a Public Health Department.

Carolyn DeWerff was present to give the Maternal Child Health report. WIC caseload is at 97% for the month of March (20 of these are from Macoupin County). Six (6) new teens have been added to the Teen Parent Services program in the past week. Carolyn talked to Senator Demuzio regarding Teen Pregnancy Prevention money as pregnancies are on the rise and some of these are second pregnancies under the age of 17. The next Genetics clinic (Hillsboro and Litchfield) will be on April 22. Parents are being encouraged to take children to earlier immunization clinics to beat the rush in August for school registration. The Maternal Child Health Department has had eight (8) nursing

students from SIUE observing this Spring. Carolyn told the Board that as of August 3, 2009, WIC food packages will change (federal mandate) in the State of Illinois. The packages will contain more grains, fruits and vegetables. Montgomery County Health Department staff are currently being trained on the new policy and procedures.

Kurt Simon's Mental Health report was presented to the Board by Hugh Satterlee. Hugh showed the Board a letter written by the Health Department to the Probation office regarding substance abuse clients. It states that substance abuse clients will now be required to pay in person before an appointment can be scheduled. This policy is being implemented due to the high "no show" rate. A new substance abuse counselor has been hired to fill a vacancy. His name is Mark Moranville and he is from Hillsboro. A meeting with representatives from St. Francis and Montgomery County Health Department was held to discuss the roles of each for crisis services. Kurt & Dr. Johnson both felt the meeting went well and St. Francis seems to be happy with the outcome.

Lynn Sellers was present to give the CCU report. Since July 1st the Montgomery County CCU has assisted 3,080+ seniors with information and the enrollment process for both Circuit Breaker and Medicare Part D. There are currently 634 clients being case managed for Homemaker and/or the Emergency Home Response Program. Area Agency on Aging for Lincolnland (AAAL) was here for the annual compliance review and told Lynn that the Department passed without any difficulty. The Department continues to receive reports of elder abuse, including 9 reports of self-neglect. Extension grants (Title IIIB and Title III E) have been returned to AAAL for approval. Lynn told the Board members that she had spoken to both Senator Deanna Demuzio and Rep. Betsy Hannig regarding the Aging budget and the effects cuts would have on our senior population.

Cyndy Howard was present to give the Environmental Health report. The Hillsboro Grill (Hillsboro) and the Kottage (Raymond) have opened. And Trails-End has re-opened in Taylor Springs. New textbooks for food service sanitation classes have been received (to reflect changes in the IDPH food code). Funding for the Radon program has been withdrawn. Education and distribution of the remaining test kits will continue. Montgomery County has been determined to be a "suspect" county for the "deer tick" by the IDPH. As this can be a carrier of Lyme disease; a press release will be sent out also as a general reminder how to protect against ticks. West Nile Virus surveillance will start May 1st.

Hugh gave the IBCCP report for Pam Johnson. Christian, Greene and Macoupin are all under caseload. The Consortia as a whole is doing well and at 89.87% of assigned caseload. Montgomery County has been working very closely with Macoupin County providers to increase participation in the IBCCP. Extra outreach is going on in Macoupin County. The Breast Cancer Support Group met last night to plan summer activities.

Hugh also read the Public Health report for Christy Guinn. Heart Smart For Teens classes continue throughout the County. To date, 249 students have completed the class and 54 students are currently in class. Quitline is continuing to be promoted. An increase in clients is at least partially attributed to the increasingly high price of

cigarettes. A health fair was held at Alpine for 21 employees on April 8th that promoted tobacco education and the Quitline. All hearing & vision screenings at all the schools have been completed.

Hugh presented the Administrator's report to the Board of Health. He went over the balance sheet and check list for March. He also mentioned going out on the grid for the power bill. Jerry Wesley asked for approval of the financial reports. Kate Poirot made a motion; it was seconded by Dr. McFarlin. All present were ayes and the motion carried. The Health Department did not get the ambulance billing job. That office is going to buy their own software package. Jerry Wesley still felt that we should be willing to take on the ambulance billing in the future if for some reason it doesn't work out for them. Hugh reported that CRC had received some funding last Wednesday and they will be cutting a check to the Health Department for \$30,000 on Friday. Hugh double checked with Board members that they still wanted to do bids on a van for PSR. Montgomery County Health Department still has funding for the IBCCP grant. Some caseloads have been changed; MCHD's caseload has increased. The Department also received \$25,000 in Outreach funding for the Breast and Cervical Cancer Program. The purchase and paint job for the pink camouflaged army truck for outreach was approved by the State and will be used in summer parades and also will be used for State Fair events. Hugh asked Board members if they would prefer to defer the purchase of a van (PSR) and to use that money for a new software billing and scheduling package (approx. \$45,000). Jerry Wesley asked for a motion to authorize getting bids for a van for PSR if the payment from CRC is received. Dr. McFarlin stated he felt getting bids on a 1-2 year old van would be OK. Harold Jurgena made a motion to get bids on a van. It was seconded by LaMoine Reeves. All present were ayes and the motion carried. The Smoking Policy was OK'd by the State's Attorney. The Bereavement Policy needs to be modified to say "if no other leave is available." Dr. McFarlin made a motion to accept the policy changes with modifications. Dr. Johnson seconded; all present were ayes and the motion carried. Discussion followed on the Drug Testing Policy; testing could start with new employees and random testing after that. There has to be decisions on pricing, chain of custody, urine vs. blood testing, where results would be sent, etc. Hugh is to check with St. Francis and Hillsboro Area Hospital. Jerry Wesley felt the "drug testing policy" needs more research. Hugh is to do that and bring back a copy of a proposal. The Board was informed of some details about the new billing and scheduling package for mental health. The new system is Rule 132 compliant. It has been in use for 10 years and in 34 other agencies. Christian County just started using it. The price is \$45,000 with a 10% discount if we do training with Christian County. The Substance Abuse program can be added later. The Department has approval from DASA to use one-time funds in the amount of \$10,000 to get the substance abuse program on line. A visit was made to Coles County to see how the system (CIS) worked. Sue Gray told the Board that really no new equipment needed to be purchased (maybe \$400 - \$500) for the Litchfield office and PSR. The system would be paid for out of the current budget. There is a yearly fee of \$12,000 for the program support services, etc. This new program would replace Inservio and the Collaborative for mental health billing and scheduling. Public Aid billing would still be on Inservio. Dr. McFarlin made a motion to approve the purchase of the new CIS system. The motion was seconded by LaMoine Reeves; all present were ayes and the motion carried. Jerry

Wesley called for a roll call vote (attached). Next on the agenda was Webpage update and review. Jerry asked about a “hot” button, one that would display current events and frequently asked questions. And Dr. Johnson suggested a spot to click on for “In Case of an Emergency.”

Harold Jurgena made a motion to adjourn. Dr. McFarlin seconded; all present were ayes and the meeting adjourned.

**MONTGOMERY COUNTY BOARD OF HEALTH
ROLL CALL
April 21, 2009**

REGARDING MOTION TO: Approve purchase of new billing & scheduling Software (CIS)

BOARD OF HEALTH

	Present	Yes	No	Abstain
Phillip W. Johnson, M.D.	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>
Harold Jurgena	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>
LaMoine Reeves	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>
Roger C. McFarlin, M.D.	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>
Kathy J. Shafer, D.M.D.	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>
Kate Poirot, R.N.	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>
Jerry Wesley	<u> X </u>	<u> X </u>	<u> </u>	<u> </u>
George Blankenship	<u> </u>	<u> </u>	<u> </u>	<u> </u>