

TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Meeting
January 25, 2010

Members Present: Chuck Bowen, Gary Burton, Dennis Caffery, Bill Ebert, Peggy Flannigan, Rich Karneboge, and Gerald Stonecipher.

Staff present: Amy Tippey, Janet Johnson, Dawn Cook and Sarah Fenton.

Guests present: David Jones and Darryl Dragoo.

Members Absent: Bill Edwards, Mike Godar, Mike Harris and Jami Walsh.

President Chuck Bowen called the scheduled Board of Health meeting to order at 6:30 p.m. in the Health Center, Tremont.

Member Karneboge arrived at 6:38pm.

Motion by Member Burton, second Member Caffery to approve minutes for December 7, 2009 meeting as presented with clarification that the school mentioned in Reports Item 1 was to be University of Illinois at Chicago. On voice vote; **motion carried.**

Agenda changes: None.

Handouts: TCHD H1N1 2009 Phase I Report dated January 5, 2010 and Turn lane expansion 2010.

Board members introduced themselves for the benefit of David Jones and Darryl Dragoo. Administrator Tippey introduced Darryl, the consultant who has worked closely with the Department over the past months.

Discussion was held by Administrator Tippey related to the Phase I Report, stating there would also be a Phase II report in the future. Mr. Dragoo provided an overview of the report. Copies were made available to present members. He thanked the Board, Administrator Tippey and Director Fenton for being allowed the opportunity to be involved in this process. President Bowen stated this was an exemplar of how a project should be run, documented and reported. The process of upfront identification of a plan was the way to be conducting projects that provides a continuous cycle for improvement.

Reports: Item 1: Voluntary Separation Plan- Mr. Jones explained that the County has started an exploration of a Voluntary Separation Plan, it is in conceptual form at this time. The Board is in a gathering phase at this time. Primary goals would be to move costs off the books and not backfill jobs that would be vacated. Main concerns would be related to the institutional knowledge that could be lost and various jobs that would be required to be filled. This plan would not be similar to the Early Retirement Incentive offered in 2005. Administrator Tippey informed the Board that it would be their decision to elect participation and publically acknowledge that the health department may not be able to comply with a no backfill process due to function requirements of TCHD and specificity of job roles. The health department, over the past couple of years, had already cut out expenses that wouldn't impede services and departmental functions.

Member Flannigan exited meeting at 7:33 pm.

Item 2: New Insurance Administrator- Mr. Jones stated that December 1, 2009 changed to a new third party administrator for the County, HCH Administration, Inc. Healthcare is one of the costs that the County is concerned with every year and it is watched closely. Many improvements have been made to the plan over the past couple of years. The health department employees, through Janet and the Health Insurance Review

Committee are some of the most informed employees in the plan. Mr. Jones stated that the County appreciates that the health department has remained part of the County Health Plan.

Item 3: Year Ending Financials/Auditors- Director Johnson reported that the yearend financial revenue would need to be increased by \$46,549.96 as a result of deposit into the health department fund for County Property Tax Revenue in the month of November. Auditors were completed with the health department, would be back to review a couple of items in late January. No findings to report at this time. CD's have been strategically set to have at least one come due each month to cover possible shortfalls from funding sources.

Actions: Item 1: H1N1 Phase 1 Report- Motion by Member Karneboge, second by Member Ebert to approve the document H1N1 2009 Phase I Report, as presented. **Motion Carried on Voice Vote.**

Item 2: Approve Invoices & Bills for December/January- Motion by Member Ebert, second by Member Stonecipher to approve the remaining invoices for the months of November/December in the amount of \$118,586.47. **Carried by Roll Call Vote.** Aye: Bowen, Burton, Caffery, Ebert, Karneboge, and Stonecipher. Nay: 0. Absent: Edwards, Flannigan, Godar, Harris and Walsh.

Motion by Member Ebert, second by Member Stonecipher to approve the batch of invoices for the month of January in the amount of \$154,439.04. **Carried by Roll Call Vote.** Aye: Bowen, Burton, Caffery, Ebert, Karneboge, and Stonecipher. Nay: 0. Absent: Edwards, Flannigan, Godar, Harris and Walsh.

Motion by Member Stonecipher, second by Member Burton to enter into Executive Session for Wages & Salary Schedules, 5 ILCS 120/2(c)(2) at 7:44 pm. **Motion Carried.**

Exit Executive Session at 8:17 pm.

Announcements: The department is in the planning process of the 40th Anniversary/BOH Dinner. Plans are to include past BOH members, retirees, volunteers, Directors and past Margaret Burt Award Recipients. Looking to have more of a reception type gathering, instead of a formal dinner, at an outside location for space purposes. Planning on a Mid-April date. The 2010 Margaret Burt Award Recipient would be presented at the function.

Next scheduled meeting would be held on February 22, 2010 at 6:30 pm at the Health Center Tremont, Board of Health Room.

Administrator Tippey provided a handout and brief explanation of the turn lane expansion to occur on Route 9 at the entrance to the complex. This project is set to begin mid-April and run possibly through June. Member Burton suggested that a request be made to leave the temporary lane as an alternative emergency exit from the complex. This project is funded through Stimulus funds.

Member Burton moved to adjourn at 8:27 pm, second by Member Stonecipher; motion carried.

Respectfully submitted,

Janet S. Johnson

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Business Operations Director