

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

1/15/2015

A meeting of the LaSalle County Board of Health was held on January 15, 2015. The meeting was called to order by President Mr. Johnson at 9:05am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Dr. Faulk – Yes.

## **AGENDA**

Motion by Mr. Weber seconded by Mr. Wayland to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Mr. Wayland seconded by Ms. Carretto to revise the December minutes in chronological order pertaining to the executive session.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson brought the Board of Health members attention to the "FAIRCOM" meeting on January 16, and the minutes for the October meeting.

Treasurer's Report – Lou Weber

After a discussion of the December 2014 bills, a motion was made by Mr. Wayland seconded by Dr. Faulk to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Dr. Faulk – Yes.

## **REPORTS OF THE DEPARTMENTS**

Administration – Julie Kerestes

Ms. Kerestes informed the Board Members that January is cervical cancer month, the department sent out a news release to local media encouraging women over the age of 21 to get screened for cervical cancer routinely. Also posted on Facebook was tips for dealing with cold temperature, shoveling tips, and locations of warming centers in LaSalle County. Several

media outlets questioned the department on influenza. There have been 8 outbreaks since December in long term care facilities. Seven were committed to ICU and 5 deaths since November. There is a push by CDC to get physicians to order the anti-virals immediately and give to patients before testing or conformation of flu.

The department had an Ebola table top drill revealing potential individuals who would need to be monitored for Ebola symptoms while in our county. Currently in Illinois, we are monitoring 16 potential Ebola individuals that came into O'Hare. The epidemic in Africa is around 40% mortality rate, over 21,000 cases, and 1,371 deaths.

Ms. Kerestes informed Board Members the calendar at their places were put together by (MRC) Medical Reserve Corp volunteers. The MRC have potential upcoming projects on Food Pantry Donations and expired prescription medication collection.

The department has switched from the DHS Cornerstone system to V-Stone at the end of December. This is an integrated web base system which collects data on human services and public health clientele statewide. The department uses V-Stone for family case management and WIC, health works, genetics and immunizations, and breast and cervical cancer.

The department had an on-site tobacco program review, by Lynette Shaw, with Public Health in Springfield. They review our grant deliverables every two years. We participated in a Public Information Officers conference call. During this call we got the State's Ebola plan, received information on the new Public Health website, and the group will be working on message mapping. This is a regional general health topic message board.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's December 2014 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen's December 2014 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo's December 2014 report on the Environmental Health division highlights is attached to these minutes.

### **UNFINISHED BUSINESS**

There was no unfinished business.

## **NEW BUSINESS**

Ms. Kerestes distributed a letter from an architect to the Board Members. This letter is for possible expansion of the health department building for clinical services and to fix issues presented from Property and Liability personnel. This could also include consolidation of family case management/WIC sites to a localized area. After a lengthy discussion, the Board decided that Julie should invite the architect to attend the February meeting to answer questions.

## **EXECUTIVE SESSION**

There was no executive session.

## **ADJOURNMENT**

Motion by Mr. Wayland seconded by Dr. Benavides to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

2/19/2015

A meeting of the LaSalle County Board of Health was held on February 19, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **AGENDA**

Motion by Ms. Carretto seconded by Mr. Wayland to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Ms. Allender seconded by Dr. Benavides to accept the minutes in as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health members attention, the "FAIRCOM" meeting minutes for January 16, enclosed in their packets.

Treasurer's Report – Vice President, Jack Wayland

After a discussion of the January 2015 bills, a motion was made by Mr. Wayland seconded by Dr. Benavides to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **REPORTS OF THE DEPARTMENTS**

Administration – Julie Kerestes

Ms. Kerestes welcomed Tori Frank, the new Associated Environmental Health Practitioner with the Environmental Health Division. Lori Lake, the new Program Assistant to the Personal Health Division, and Cindy Duncan, the new Public Health Nurse to the Personal Health Division.

In the area of Media, Ms. Kerestes informed the Board Members that February is “American Heart” month, the department sent a media release stating the importance of heart health. The department also posted on Facebook, a mental health, first aid training on Saturday, February 21. This meeting took place at the Emergency Operating Center, sponsored by our Medical Reserve Corp.

The department fielded questions on measles from the media, the public and physicians. There was more interest and awareness in getting the measles vaccine by adults and children. A Hospital Task Force meeting was held on January 23, still focusing mostly on Ebola. The sharing of documents and forms with Hospital Infection Control Nurses was also discussed.

Ms. Kerestes is working with St. Mary’s Hospital on the Community Health Plan for the hospital service area. The department is starting outreach for the Illinois Breast and Cervical Cancer Program, with billboards and radio announcements, to increase awareness and increase caseload. Planning has also begun on the School Health Officials Workshop to be held on April 28.

The department had a Waste Water Sewage Meeting on February 11, at Seneca’s Oakridge in Utica. One hundred and seventy nine contractors and regulators attended. Over six hours of educational hours were given. Ms. Pozzi was recognized at the annual Illinois Association of Local Environmental Health Administrators conference for serving as President for FY2014. Mr. Pumo has been asked to participate in the Regional Water Planning Committee and a Flood Plain Committee.

Ms. Kerestes distributed Governor Rauner’s budget address transcripts to Board of Health Members.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty’s and Ms. Barrie’s January 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen’s January 2015 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo’s January 2015 report on the Environmental Health division highlights is attached to these minutes.

## **UNFINISHED BUSINESS**

Ms. Kerestes presented Kurt Rimmele, Architect with Basalay Cary & Alstadt to the Board of Health Members, to address questions on the proposed contract for study and design of a new clinic space for the LaSalle County health Department. Mr. Rimmele explained that he would honor the first quote presented to the Board of Health and re-submit the quote for Board approval. The revised contract will be re-send.

## **NEW BUSINESS**

Ms. Kerestes informed the Board Members that the LaSalle County Health Department “Description of Services”, is enclosed in the packet. Mr. Wayland encouraged the department to distribute to local hospitals.

## **EXECUTIVE SESSION**

Motion by Mr. Wayland seconded by Ms. Carretto to go into executive session for reasons for personnel. A roll call was taken: Mr. Johnson – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

Motion by Mr. Wayland seconded by Dr. Benavides to come out of executive session and back into regular session. A roll call was taken: Mr. Johnson – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

No action was taken.

## **ADJOURNMENT**

Motion by Mr. Wayland seconded by Dr. Benavides to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

3/26/2015

A meeting of the LaSalle County Board of Health was held on March 26, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **AGENDA**

Motion by Mr. Weber seconded by Ms. Carretto to amend the agenda to omit the monthly reports due to time restraints.

Motion passed unanimously.

## **MINUTES**

Motion by Ms. Carretto seconded by Ms. Allender to accept the minutes as written.

Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health members attention, the "FAIRCOM" meeting minutes, enclosed in their packets.

Treasurer's Report – Vice President, Jack Wayland

After a discussion of the February 2015 bills, a motion was made by Ms. Carretto seconded by Mr. Weber to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **REPORTS OF THE DEPARTMENTS**

Administration – Julie Kerestes

There was no Administrative report.

Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's February 2015 reports on the Health Education highlights are attached to these minutes.

Personal Health Division – Cathy Larsen

Ms. Larsen's February 2015 report on the Personal Health Division highlights is attached to these minutes.

Environmental Health Division – Ted Pumo

Mr. Pumo's February 2015 report on the Environmental Health division highlights is attached to these minutes.

**UNFINISHED BUSINESS**

Ms. Kerestes presented to the Board members in attendance information, obtained from Board members that were not able to attend this board meeting, concerning the proposal for architectural services for the design plan for a clinical building. After a discussion, the Board members concluded to proceed with the architectural design. Motion by Ms. Carretto seconded by Mr. Weber to approve the architectural design of the building. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

Motion passed unanimously.

**NEW BUSINESS**

There was no new business.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

Motion by Mr. Weber seconded by Mr. Allender to adjourn the meeting.

Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health



**LASALLE COUNTY HEALTH DEPARTMENT  
MINUTES**

4/23/2015

A meeting of the LaSalle County Board of Health was held on April 23, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk - Yes.

**AGENDA**

Motion by Mr. Weber seconded by Ms. Carretto to amend the agenda to omit the executive session.

Motion passed unanimously.

**MINUTES**

Motion by Ms. Allender seconded by Ms. Carretto to accept the minutes as written.

Motion passed unanimously.

**REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health members attention, the "FAIRCOM" meeting minutes, enclosed in their packet.

Treasurer's Report – Vice President, Jack Wayland

After a discussion of the March 2015 bills, a motion was made by Mr. Weber seconded by Mr. Wayland to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk – Yes.

Ms. Kerestes informed the Board members that Ms. Roemer put together a spread sheet of revenue sources showing the state and federal amounts, enclosed in the packet. Ms. Roemer explained the spread sheets to the board members.

## **REPORTS OF THE DEPARTMENTS**

### Administration – Julie Kerestes

Ms. Kerestes informed the board members in the area of media: April 6 through 12 was “National Public Health” week. The theme was “The Healthiest Nation 2030”. The department sent out a media release, posted on our website and had promotional items in the lobby. The department did a social media campaign highlighting a variety of health topics and the health department programs. “National Public Volunteer’s” week was April 12 through 18, Ms. Albrecht gave certificates of recognition to our Medical Reserve Corp (MRC) volunteers. The Health Department Response Team had an after hour drill by phone conference.

Ms. Kerestes informed the board members the Illinois Tobacco Quit Line through the American Lung Association has been suspended through June 30. Clients calling in now are being referred to the Quit Now phone number sponsored by the National Cancer Institute.

The department completed the Illinois Breast and Cervical Cancer promotional outreach in LaSalle and Grundy Counties. There was an onsite review of the Family Case Management/Healthworks Program on March 31 and April 1, conducted by the Department of Human Services personnel. Staff participated in a city wide boil order for Streator. Environmental Health staff contacted all food service establishments in Streator to notify them of appropriate measures they need to take for the boil order. The Communicable Disease staff contacted six long-term care facilities and one hospital providing guidelines on what the boil order meant. Our Public Health Officers worked with the Illinois American Waters Information Department to coordinate information that went out to the public. The School Health Officials Workshop is finalized and will be held on April 28, at the L.E.A.S.E. office in Ottawa. It’s a half day educational seminar for school nurses in the county. Topics are school based dental services, seizure disorders, bleeding and clotting disorders and school based flu clinics.

Ms. Kerestes has the signed copy from Mr. Hicks for the architect to begin the process to evaluate the Health Department building.

### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty’s and Ms. Barrie’s March 2015 reports on the Health Education highlights are attached to these minutes.

### Personal Health Division – Cathy Larsen

Ms. Larsen’s March 2015 report on the Personal Health Division highlights is attached to these minutes.

Environmental Health Division – Ted Pumo

Mr. Pumo's March 2015 report on the Environmental Health division highlights is attached to these minutes.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

There was no new business.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

Motion by Dr. Maguire seconded by Dr. Benavides to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

5/28/2015

A meeting of the LaSalle County Board of Health was held on May 28, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Faulk - Yes.

## **AGENDA**

Motion by Mr. Weber seconded by Ms. Allender to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Ms. Carretto seconded by Mr. Weber to accept the minutes as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

### President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health members attention, the "FAIRCOM" meeting minutes, enclosed in their packet.

### Treasurer's Report – Lou Weber

After a discussion of the April 2015 bills, a motion was made by Mr. Wayland seconded by Mr. Faulk to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Faulk – Yes.

## **REPORTS OF THE DEPARTMENTS**

### Administration – Julie Kerestes

Ms. Kerestes introduced Jason Bland, the new Associate Environmental Health Practitioner. Ms. Kerestes also introduced Anna Debose, who will be doing an independent job shadowing for her Master's Degree in Public Health at Northern Illinois University.

Ms. Kerestes informed the board members in the area of media: The department posted on Facebook a health and safe swimming campaign, and food safety and grilling for Memorial Day.

A News release was sent out on West Nile Virus and ticks. To date the department has sent in four birds for testing and one tick for identification. Mosquito trapping and testing will start in June.

The department was contacted by the "Times" newspaper regarding our comment on the Humberly Mobile Park in Utica. According to the Park owner, the Park will be closing due to sewer problems.

The Environmental Health Division responded to the Utica fire on Sunday, May 10, to inspect four food establishments that were affected. Two were severely damaged and one will not reopen. The other one will reopen soon. The other two establishments were only closed down a couple days for smoke damage.

The Communicable Disease and Emergency Preparedness staff took a training class on isolation and quarantine. Several staff attended a seminar at the Mendota Civic Center delivered by the Juvenile Justice Committee. Bruce Talbot, a retired state trooper, spoke on the new synthetic street drugs.

On May 7, staff attended a Public Information Officers meeting in Peoria. Ms. Albrecht held a meeting for a pandemic flu committee to discuss the upcoming drill on June 23.

In the Breast and Cervical Cancer Program (IBCCP), we attended the Cinco de Mayo celebration at the Mendota High School, and the health fair at the Knights of Columbus in Ottawa, for outreach and to promote the program.

The department is participating in the State Vaccine for Adults (VFA) program, for ages 19 and older. Vaccines are provided by the State at no cost for underinsured or noninsured individuals at a reduced rate.

Ms. Kerestes has started to attend the Community Needs Assessment meetings at the hospitals which they are required to report every three years.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's April 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen's April 2015 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo's April 2015 report on the Environmental Health division highlights is attached to these minutes.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **NEW BUSINESS**

Ms. Kerestes referred the Board of Health Members to the enclosed 2014 Annual Report. Motion by Mr. Kaminky seconded by Ms. Allender to accept and approve the 2014 Annual Report.

Motion passed unanimously.

Ms. Kerestes presented a proposed change in employee benefit within the personnel policies giving each employee \$357 allotment for educational reimbursement per year. This amount is based off IVCC fees per credit hour. The change that would occur is there would be no soliciting for other employees for their allotment. Motion by Mr. Wayland seconded by Dr. Benavides to approve the change to the personnel policy.

Motion passed unanimously.

Ms. Kerestes presented the Bureau County Dental Clinic Agreement to the Board Members. This year's agreement is based on 210 visits of LaSalle County residents to the clinic at \$55.00 per visit, totaling \$11, 550.00. Motion by Mr. Wayland seconded by Mr. Weber to approve the signing of the agreement. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Faulk – Yes.

Motion passed unanimously.

## **EXECUTIVE SESSION**

Motion by Ms. Carretto seconded by Mr. Weber to go into executive session for reason of personnel. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Faulk – Yes.

Motion by Mr. Wayland seconded by Dr. Benavides to come out of executive session and back into regular session. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Faulk – Yes.

No action was taken.

## **ADJOURNMENT**

Motion by Mr. Wayland seconded by Dr. Benavides to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

6/25/2015

A meeting of the LaSalle County Board of Health was held on June 25, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender arrived at 9:20.

## **AGENDA**

Motion by Mr. Weber seconded by Dr. Benavides to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Ms. Carretto seconded by Mr. Weber to accept the minutes as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health members attention, the "FAIRCOM" meeting minutes, enclosed in their packet.

Treasurer's Report – Lou Weber

After a discussion of the May 2015 bills, a motion was made by Mr. Kaminky seconded by Ms. Carretto to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes.

## **REPORTS OF THE DEPARTMENTS**

Administration – Julie Kerestes

Ms. Kerestes informed the Board Members, the "Wellness Committee Newsletter", generated by the department, is enclosed in the packet.

Ms. Kerestes informed the board members in the area of media: The department sent out a News release regarding the "Adult Immunization Program, one on National HIV testing day, which is June 27, the goal is "take the test, take control to get the treatment you need" if required. A News release was also sent out on the department's availability of water well test



kits for the flooded wells. The department has also been proactive with the flooding areas, reaching out to both Nursing Homes, reviewed their evacuation plans and shared information on Facebook in conjunction with the local EMA office.

Ms. Barrie and Ms. Albrecht appeared on the WCMY morning talk show to promote the Medical Reserve Corp food drive project. It's called "Summer Time Hope", to help local patrons. The department placed bins throughout LaSalle County from June 1 to July 13. The donations will be split up and divided to all the food pantries in the county. The goal is 30,000 lbs. Ms. Albrecht hopes to plan a SNS drill with delivery of the food drive donations.

Information was posted on "Men's Health Week" on Facebook, which was June 9 through the 15. Mendota's tornado touchdown required inspections on food service establishments regarding their food safety.

Ms. Kerestes congratulated Ms. Albrecht on her poster, titled "Improving County Resiliency with Functional and Access Needs Preparedness". Ms. Albrecht won most visibly creative at the Illinois Preparedness Summit.

Ms. Kerestes invited Board Members to the LaSalle County Employee Fair on June 26.

Ms. Kerestes also let Board Members know that she is working on next year's budget and will present at the next Board of Health Meeting.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's May 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen's May 2015 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo's May 2015 report on the Environmental Health division highlights is attached to these minutes.

### **UNFINISHED BUSINESS**

Ms. Kerestes presented to the Board Members a revision and update to Appendix D of the LaSalle County Health Department Personnel Policies, FY 2016 Salary Schedule. A motion by Mr. Kaminky seconded by Dr. Benavides to add 1.5% to the Salary Schedule starting December 1, 2015.

A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

Ms. Kerestes gave an update on the building space utilization study and design. Ms. Kerestes let Board Members know that she and other head staff members have been meeting with him to asset needs and space issues. The architect is currently in the process of designing and providing recommendations for the department needs.

### **NEW BUSINESS**

There was no new business.

### **EXECUTIVE SESSION**

There was no executive session.

### **ADJOURNMENT**

Motion by Mr. Weber seconded by Dr. Benavides to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

7/23/2015

A meeting of the LaSalle County Board of Health was held on July 23, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk – Yes.

## **AGENDA**

Motion by Mr. Weber seconded by Ms. Allender to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Ms. Carretto seconded by Mr. Weber to accept the minutes as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health members attention, the "FAIRCOM" meeting minutes.

Treasurer's Report – Lou Weber

After a discussion of the June 2015 bills, a motion was made by Mr. Weber seconded by Mr. Kaminky to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk – Yes.

## **REPORTS OF THE DEPARTMENTS**

Administration – Julie Kerestes

Ms. Kerestes informed the board members in the area of media: The department sent out news releases and Facebook posting on July summer safety, mosquito and flood water, information on "beat the heat" and cooling centers.

Ms. Barrie and Ms. Albrecht did a final push for the “Summertime H.O.P.E. Food Drive”, on WCMY’s, Second Cup. The project received 888 pounds of food, or 80 pounds per food pantry in the county.

Mr. Kerestes attended a Local Emergency Planning committee meeting at the EOC, on July 1. A presentation was given by the Burlington Northern Santé Fe Rail. The County held legal meetings for supervisors to cover county policies on harassment and employee rights.

United Way has received a federal grant and a portion of the grant allows for the purchase of 10,000 diapers, they have asked Ms. Larsen to participate in distributing the diapers to FCM/WIC clients in LaSalle County.

The MRC volunteers participated in distribution of resources to the victims of the Coal City tornado.

In the West Nile program, eleven birds were sent to be tested, 9 were negative and 2 are still pending. The department just started testing mosquitoes. Statewide 90 mosquitoes have tested positive for West Nile and four birds.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty’s and Ms. Barrie’s June 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen’s June 2015 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo’s June 2015 report on the Environmental Health division highlights is attached to these minutes.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

Ms. Kerestes presented the Department of Human Services Fiscal Year 2014 Financial Report. Motion by Dr. Maguire seconded by Ms. Allender to approval the report. Mr. Johnson signed the approved report. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk – Yes.

Ms. Kerestes presented the FY 2016 Health Department Budget Proposal. Motion by Ms. Carretto seconded by Ms. Allender to approve the FY 2016 Budget. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk – Yes.

### **EXECUTIVE SESSION**

Motion by Ms. Carretto seconded by Mr. Weber to go into executive session for review of semi-annual executive session minutes. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk – Yes.

Motion by Ms. Allender seconded by Ms. Carretto to come out of executive session and back into regular session. Motion by Mr. Kaminky seconded by Mr. Weber to approve and keep confidential executive session minutes on 11/20/2014, 12/19/2014, 3/19/2015 and 5/28/2015. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Ms. Allender – Yes, Dr. Maguire – Yes, Dr. Faulk – Yes.

### **ADJOURNMENT**

Motion by Ms. Carretto seconded by Ms. Allender to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

8/27/2015

A meeting of the LaSalle County Board of Health was held on August 27, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Faulk – Yes.

## **AGENDA**

Motion by Ms. Carretto seconded by Mr. Kaminky to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Mr. Weber seconded by Mr. Wayland to accept the minutes as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

### President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health Members attention, the "FAIRCOM" meeting minutes, enclosed in the packet.

### Treasurer's Report – Lou Weber

After a discussion of the July 2015 bills, a motion was made by Mr. Weber seconded by Mr. Wayland to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Dr. Faulk – Yes.

## **REPORTS OF THE DEPARTMENTS**

### Administration – Julie Kerestes

Ms. Kerestes informed the Board Members in the area of media: A News releases on West Nile Virus regarding positive mosquitoes in Ottawa and Streator areas, and there were three positive birds reported. The department spoke with the media regarding the budget impact with WIC, the drug heroin in the county, and on adult immunizations and available vaccines at the Health Department. On Facebook, home food processing and back to school immunizations were posted.

Ms. Kerestes informed Board members that in the packet is the semi-annual Communicable Disease report and the Food Service Seminar registration form. All Board members are invited to the 23<sup>rd</sup> annual seminar, which is September 14, at Seneca's Oakridge.

Ms. Kerestes presented the Health Department's budget to the County Board. The County Board will contact the department if any changes are needed.

The department attended a "SHIP" (State Health Improvement Plan), in Dixon, which was a follow-up from a meeting from last December. The department also had a Pandemic Flu Tabletop at the EOC, on August 21<sup>st</sup>. Other County Agencies and Hospitals participated.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's July 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen's July 2015 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo's July 2015 report on the Environmental Health division highlights is attached to these minutes.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

There was no new business.

### **EXECUTIVE SESSION**

There was no executive session.

### **ADJOURNMENT**

Motion by Ms. Allender seconded by Mr. Kaminky to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health



# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

9/24/2015

A meeting of the LaSalle County Board of Health was held on September 24, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Allender – Yes, Dr. Faulk – Yes. Ms. Carretto arrived at 9:05.

## **AGENDA**

Motion by Mr. Kaminky seconded by Mr. Weber to change the agenda to bypass the department reports at the meeting.

Motion passed unanimously.

## **MINUTES**

Motion by Ms. Allender seconded by Mr. Kaminky to accept the minutes as written.

Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson brought to the Board of Health Members attention, the "FAIRCOM" meeting minutes, enclosed in the packet.

Treasurer's Report – Lou Weber

After a discussion of the August 2015 bills, a motion was made by Mr. Weber seconded by Mr. Wayland to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Ms. Allender – Yes, Dr. Faulk – Yes.

## **REPORTS OF THE DEPARTMENTS**

Administration – Julie Kerestes

There was no Administrative Report.

Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's August 2015 reports on the Health Education highlights are attached to these minutes.

Personal Health Division – Cathy Larsen

Ms. Larsen's August 2015 report on the Personal Health Division highlights is attached to these minutes.

Environmental Health Division – Ted Pumo

Mr. Pumo's August 2015 report on the Environmental Health division highlights is attached to these minutes.

**UNFINISHED BUSINESS**

Ms. Kerestes introduced Mr. Kurt Rimmele with Basalary, Carey & Alstadt Architects. Mr. Rimmele gave a presentation and handouts on the Space Utilization Study he has been working on with Ms. Kerestes and the management team at the LaSalle County Health Department.

**NEW BUSINESS**

There was no new business.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

Motion by Ms. Allender seconded by Mr. Kaminky to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

10/22/2015

A meeting of the LaSalle County Board of Health was held on October 22, 2015. The meeting was called to order by Vice President Mr. Wayland at 9:00am. A roll call was taken: Mr. Weber – Yes, Mr. Wayland – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **AGENDA**

Motion by Ms. Allender seconded by Mr. Weber to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Mr. Weber seconded by Ms. Carretto to accept the minutes as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

### President's Report – Jack Wayland

Mr. Wayland presented the enclosed "Viewpoint", from the Illinois Public Health Association and the "FAIRCOM" meeting notes, enclosed in the packet.

### Treasurer's Report – Lou Weber

After a discussion of the September 2015 bills, a motion was made by Mr. Weber seconded by Ms. Allender to approve the payment of bills. A roll call was taken: Mr. Weber – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes, Mr. Wayland – Yes.

## **REPORTS OF THE DEPARTMENTS**

### Administration – Julie Kerestes

Ms. Kerestes introduced Nicole Chum who is an intern from Northern Illinois University. She is gaining community health experience with the Personal Health division.

Ms. Kerestes brought to the board members attention the newsletter, revitalize, which has been included in the packet. Also included in the board packet is the registration form for the water program on November 10, at Seneca's Oakridge and the "Save the Date" workshop on February 11, at Seneca's Oakridge.

Ms. Kerestes reminded the board members that in November and December the board meeting will be on the third Thursday of those months because of the holidays.

In the area of Media: October is breast cancer awareness month, the department sent out a news release and posted information on Facebook. The department also attended “Educators of Beauty” at LaSalle Beauty School, Festival of Hope in Utica, “Pink Saturday” at the Peru mall, Senator Rezins Health Fair at Peru Eagles, and Edward Jones Health Fair at the Knights of Columbus in Streator. All of these were outreach for cancer awareness.

October 15 was the “Great Central Shake Out”, which is preparing on how to respond to an earthquake. Information was also posted on Facebook and shared on the newsletter. Global hand washing and teen bike safety was also posted on Facebook.

In emergency preparedness: the department received executed grants for both Public Health Emergency Preparedness and Ebola programs. The MRC is providing two free workshops on how to prepare for emergencies, at St. Elizabeth’s in Ottawa, at 10:00am and 2:00 pm on Wednesday, October 28.

The Vector program has ended. Illinois tested 15,134 mosquitos, 1,699 were positive for West Nile Virus, 372 birds were tested and 51 were positive, and there were 57 confirmed human cases in Illinois.

The flu clinics have started and this year for the first time, we are going into several of LaSalle County schools to give flu shots. We have had good reception from the schools with this program.

Food permits were send out a month early this year and by using our new Environmental Health software, the permit applications were able to be sent prefilled to make the process easier for the food service owners.

Ms. Kerestes informed board members that Senate bill 2178, which is the release of approximately 17 million dollars, for basic public health programs including food, sewage, water and infectious disease has been proposed.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty’s and Ms. Barrie’s September 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen’s September 2015 report on the Personal Health Division highlights is attached to these minutes.

Environmental Health Division – Ted Pumo

Mr. Pumo's September 2015 report on the Environmental Health division highlights is attached to these minutes.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

There was no new business.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

Motion by Dr. Benavides seconded by Ms. Carretto to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health

# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

11/19/2015

A meeting of the LaSalle County Board of Health was held on November 19, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **AGENDA**

Motion by Ms. Allender seconded by Ms. Carretto to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Mr. Weber seconded by Mr. Wayland to accept the minutes as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

### President's Report – Bill Johnson

Mr. Johnson presented the "FAIRCOM" meeting minutes, enclosed in the packet. Mr. Johnson also informed the Board Members that he and Ms. Kerestes both received a letter from Board Member, Dr. David Faulk stating his resignation, beginning immediately, due to moving out of state.

### Treasurer's Report – Lou Weber

After a discussion of the October 2015 bills, a motion was made by Mr. Kaminky seconded by Ms. Carretto to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **REPORTS OF THE DEPARTMENTS**

### Administration – Julie Kerestes

Ms. Kerestes informed board members that in the area of media: Today is the "Great American Smoke Out", a news release is in the papers today. November is "Diabetes Awareness" month, and "Healthy Eating" was posted on Facebook. Also posted was information on "Halloween Safety", Influenza, Smoking Cessation, and the smart use of antibiotics. A news release

advertising our flu clinics put out, and Ms. Larsen and Ms. Dougherty spoke on WCMY's Second Cup, the morning talk show, promoting our Illinois Breast and Cervical Cancer Program.

Environmental health continues to work on the Streator Sewer Project. David Giuliani from the "Times", came to the department for an interview with Mr. Pumo, Ms. Pozzi and Ms. Dougherty. They also met with Scot Wrighton, with the City of Streator, with progress of the project. They are conducting door to door surveys in three areas. They will also be in a conference call with Illinois Environmental Protection Agency for their input and help.

MS. Kerestes informed the Board Members that Tom Templeton had asked if she could look into the possibility of starting a Narcan Project for his deputies. The project would enable deputies to carry doses of Naloxone in the squad cars for administration for heroin overdoses. Ms. Kerestes asked Ms. Albrecht, Director of the Medical Reserve Corp, if they would be interested in this project. Ms. Albrecht did the application and training, and did a demo training for Sheriff Templeton and several other personnel. Dr. Bonucci is the health care professional for the program and the affiliated prescriber.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's October 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen's October 2015 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo's October 2015 report on the Environmental Health division highlights is attached to these minutes.

### **UNFINISHED BUSINESS**

Ms. Kerestes had a discussion with Board members concerning real estate listings for commercial building in LaSalle County. She stated that her opinion is to stay in our current building especially with the Illinois State fiscal situation. She also stated that the building proposal could be re-evaluated at a future time. Board Members were in agreement on this matter.

### **NEW BUSINESS**

Ms. Kerestes informed the Board Member that the price of immunizations is on the rise and in order for the department not to lose money, the department will also have to raise prices.

Board Members agreed to the price increases to cover the cost of the vaccine. The new prices become effective on December 1.

Mr. Kerestes also presented the 2016 Board of Health meeting schedule. Mr. Kerestes asked for a vote on having these meetings on the fourth Thursday of the month, except for November. A motion by Mr. Wayland seconded by Mr. Weber to approve the dates presented for the Board of Health meetings. Motion passed unanimously.

Mr. Kerestes presented the 2016 Annual Election of Board of Health Officers as following:  
President – William Johnson, Vice President – Jack Wayland, Secretary – Don Kaminky,  
Treasurer – Louis Weber.

### **EXECUTIVE SESSION**

A motion by Ms. Carretto seconded by Dr. Benavides to go into executive session for reasons of personnel. A roll call was taken: A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

Motion by Mr. Wayland seconded by Ms. Carretto to come out of executive session and back into regular session. No action was taken. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Ms. Carretto – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

### **ADJOURNMENT**

Motion by Dr. Benavides seconded by Ms. Allender to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health



# **LASALLE COUNTY HEALTH DEPARTMENT MINUTES**

12/17/2015

A meeting of the LaSalle County Board of Health was held on December 17, 2015. The meeting was called to order by President Mr. Johnson at 9:00am. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **AGENDA**

Motion by Mr. Weber seconded by Mr. Wayland to accept the agenda as written.  
Motion passed unanimously.

## **MINUTES**

Motion by Mr. Kaminky seconded by Ms. Allender to accept the minutes as written.  
Motion passed unanimously.

## **REPORTS OF THE OFFICERS**

President's Report – Bill Johnson

Mr. Johnson presented two "FAIRCOM" meeting minutes, from November and December.

Treasurer's Report – Lou Weber

After a discussion of the November 2015 bills, a motion was made by Mr. Wayland seconded by Dr. Benavides to approve the payment of bills. A roll call was taken: Mr. Johnson – Yes, Mr. Weber – Yes, Mr. Wayland – Yes, Mr. Kaminky – Yes, Dr. Benavides – Yes, Ms. Allender – Yes.

## **REPORTS OF THE DEPARTMENTS**

Administration – Julie Kerestes

Ms. Kerestes informed board members that in the area of media: A press release was sent out stating that December 1st was "World AIDS Day", the theme was "think positive, rethink HIV". In the release, we informed individuals that the department was having a walk-in clinic on Monday, December 7, for HIV testing. Thanksgiving food safety and winter weather safety was also posted on Facebook.

In Emergency Preparedness: the department had a Pandemic and Ebola safety training for ancillary workers and volunteers. "World Cares Center", from New York, came to the Emergency Operations Center on December 7 to present the training.

The Health Department Response Team is starting to prepare for a full scale exercise that will be taking place June 14 through 16, for a strategic national stockpile. The exercise will simulate the State of Illinois getting medication from the CDC stockpile, distributing it to all the Counties, and Counties distributing to appropriate providers and municipalities.

The 2017 Food Permit applications have been sent their second notices. Currently, 660 establishments have their 2017 permits and are in compliance, 230 were sent reminders to get them in by December 31.

Mr. Pumo and Ms. Pozzi met with the Environmental Protection Agency concerning the City of Streator sewer project. The EPA appears to recognize the problematic issues.

#### Health Education/Media Report – Leslie Dougherty and Jenny Barrie

Ms. Dougherty's and Ms. Barrie's November 2015 reports on the Health Education highlights are attached to these minutes.

#### Personal Health Division – Cathy Larsen

Ms. Larsen's November 2015 report on the Personal Health Division highlights is attached to these minutes.

#### Environmental Health Division – Ted Pumo

Mr. Pumo's November 2015 report on the Environmental Health division highlights is attached to these minutes.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

There was no new business.

### **EXECUTIVE SESSION**

There was no executive session.

## **ADJOURNMENT**

Motion by Mr. Wayland seconded by Dr. Benavides to adjourn the meeting.  
Motion passed unanimously.

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Don Kaminky  
Secretary  
LaSalle County Board of Health