

Whiteside County Board of Health Minutes  
Regular Meeting: November 27, 2012

The meeting was called to order at 7:03 p.m. Members present: Cindy Schott, Howard Melchi, Gene Jacoby, Rick Cavazos, Carol Fitzgerald and Dr. Denice Smith. Also present: Beth Fiorini, Marcia Widolff, Lynne Schweppe and Cynthia Kreutzer

Board President, Cindy Schott adjusted the schedule to allow for comments from the public. Cynthia Kreutzer, Nurse Practitioner at the Whiteside County Community Health Clinic and Beth Fiorini, Executive Director presented their opinions on the following issue. Cynthia is acting as a preceptor to a Nurse Practitioner student doing an internship at the health department. The school gives "honorariums" to preceptors. Cynthia would like to accept the "honorarium". Fiorini believes that it is in violation to the health department's gift policy and the County's Ethics Code. Carol Fitzgerald made a motion to support Fiorini's decision that the 'honorarium' go to the health department and not the individual preceptor. Discussion included getting further opinions from the County Administrator and the State's Attorney. The motion was seconded by Dr. Smith. The motion was voted down 4 to 2 and Fiorini was instructed to get information from the above mentioned parties and email that information to the BOH members.

Howard Melchi made a motion to approve the September 2012 board meeting minutes, seconded by Carol Fitzgerald. The board approved unanimously.

**Correspondence**

Beth Fiorini shared with the board: 1) three thank you notes 2) a Local Health Protection Grant audit from IDPH showing all requirements were met, 3) an issue of IPHA Viewpoint spotlighting Whiteside County's "Reduce the Screen Time" program, and 4) a map indicating that Whiteside County ranked 2<sup>nd</sup> in Illinois for Pertussis as of November 2012.

**Administrator's report**

Beth Fiorini shared with the board her decision to contract with a consultant to come to Whiteside County and help the staff learn how to write Patient Centered Medical Home reports in Next Gen and her progress in recruiting a full-time nurse practitioner for the clinic. That nurse practitioner has an upcoming visit to the clinic later this week.

**Committee reports:**

Finance: Howard Melchi reported the following:

Public Health Fund: October 31, 2012	Beginning Balance	\$	1,705,112.81
	Receipts	\$	600,622.52
	Expenses	\$	564,169.64
August 30, 2012	Ending Balance	\$	1,741,565.69

Animal Control Fund: August 1, 2012	Beginning Balance	\$	182,800.09
	Receipts	\$	20,494.33
	Expenses	\$	27,598.06
August 30, 2012	Ending Balance	\$	174,696.36

Howard Melchi made a motion to place the Finance Report on file as presented, seconded by Gene Jacoby. The motion passed unanimously.

Personnel: (Under New Business)

By-laws: (None)

**New Business:**

1. Carol Fitzgerald made a motion to approve the new job description for the *Assistant to the Community Health Clinic Executive Director*, seconded by Howard Melchi. The motion passed unanimously.

The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,



Beth Fiorini,  
Public Health Administrator