

**Jasper County Board of Health**  
**May 23, 2016**

The Jasper County Board of Health held their meeting on Monday, May 23, 2016 at the health department. Members present were Clara Short, Jeanine Fell DDS, Mary Finley RN BSN MBA, Carlotta Barbee RN, Tom Clark BS, Everett Miller, and Bob Schafer DVM. Staff members present were Debbie Rubsam, BS, Administrator, and Marla Reynolds.

President Jeanine Fell called the meeting to order at 5:30 pm.

Bob Schafer made a motion to approve the minutes of the January 25, 2016 meeting and Clara Short seconded the motion. Motion unanimously carried.

Everett Miller made a motion to approve the bills for the months of January, February, March and April, 2016 and Mary Finley seconded the motion. Motion unanimously carried.

Under old business, Debbie updated the board on the health department budget and finances. The fiscal year beginning December 1, 2015 through April 30, 2016, is down by about \$66,500 from being a balanced budget. During that five month period, we were using a little more than \$13,000 a month more than we were bringing in. From July 1, through November 30, 2015, the previous five month period, we were down about \$82,000 and were using about \$16,400 more than we were bringing in monthly. Money was being taken out of reserves to cover for this deficit. Several of our grants have now gone to quarterly billing, which means waiting three months for payment of those grants.

In May, the health department received complete payment for the Local Health Protection Grant of \$63,201. In February, we started receiving 77% of the Family Case Management grant. State grants that we have not received any money for are Vector, Crisis, Lead, Vision & Hearing, and Tobacco. The total amount owed for this eleven month period for these grants would be about \$66,000. In addition, the State owes us fee-for-service for Healthy Kids billing and Behavioral Health Medicaid billing. When adding up the grant received in May, other grants owed and fee-for-service, the health department is a few thousand dollars ahead.

Debbie also informed the board of the need by local agencies for the state to pass the FY16 budget before May 31<sup>st</sup> while it only takes a simple majority of votes. After May 31<sup>st</sup>, it will take a super majority to pass. With a lack of the FY16 budget, there has been a piecemeal of bills agreed upon throughout the last eleven months, like the Local Health Protection and Family Case Management grants. The state is still talking about increasing state taxes and adding a sugary drink tax. This soda tax would increase a 12 pack case of soda by approximately \$2.00.

Senate Bill 2038 has passed through both houses and is waiting on the governor to sign it. This bill contains substance abuse and psychiatric services language and, if signed, will hopefully mean the Psychiatric Leadership Grant will be restored. The amount of this grant in FY15 was \$23,000. Our behavioral health department continues to offer these services with Dr. Hungerford by billing Medicare, Medicaid, insurance and private pay.

A press conference was held today where several statewide organizations called for a continuation of a court order, going into FY17, requiring the State to fund a number of services and programs, such as Medicaid. They are wanting to ensure the continuance of cash flow in the event a budget is not passed for FY17.

In new business, Debbie reported that behavioral health division would like to change their adjusted fee schedule to increase the amount charged to the client for copying documents from their file. This would be for information that was given to them previously but was lost by the client. Everett Miller made a motion to increase the cost of copies from \$.10 per sheet to \$.50 per sheet. Tom Clark seconded the motion and the motion unanimously carried.

The nursing division's two year contract with UPP Technologies has expired. Staff members have researched other billing programs and have decided to go with NueMD, which they were able to preview at Crawford County Health Department. There is a monthly cost that will be just a little more than UPP, amounting to about a 3% increase, but there is no upfront fee for the use of the software and they have very good technical support. As a cost comparison, another company does have a start-up fee of \$13,000. We will be able to generate more billing with NueMD and the State does recommend this software. We were never able to fully utilize UPP software because of poor support. Most health departments in Illinois have dropped UPP for another billing program for this reason.

Chad Miller, Jasper County State's Attorney, has put us in contact with Becky Jansen of Credit Collection Partners. This is the collection agency that the Jasper County Circuit Clerk uses. We are notifying clients, that past due accounts, if not paid, will be turned over to a collection agency. Currently, once an account is past due, it is flagged and handled in the future as a cash only account.

Agencies that bill Medicaid have to log into Illinois Medicaid Program Advanced Cloud Technology, which is referred to as IMPACT, and is new to Illinois this year. This was a difficult process to complete and required JCHD to use our FEIN number for both applications, which included one for nursing and one for counseling. This FEIN number is the county's number and was also used by the ambulance department for their application. Even with each of our departments using different information and different addresses, IMPACT has combined our two organizations and JCHD now gets all the Ambulance Department's remittance advices and checks. The state has informed us that they cannot correct this as it is a bookkeeping problem since we have only one FEIN number and it is our place to keep track of which department receives the individual payments. Daniel Alzate, Director of the Ambulance Department, has been wonderful to work with in exchanging mail between our departments.

The standing orders for public health have been updated by staff and Dr. Jennings is reviewing them at this time. A motion was made by Bob Schafer to accept the updated standing orders per Dr. Jennings recommendations. Clara Short seconded the motion and the motion unanimously carried.

Jeannie Johnson has completed the Behavioral Health Department's 2<sup>nd</sup> and 3<sup>rd</sup> quarter Information Management and Performance Improvement Reports for FY16. Bob Schafer made a motion to accept and approve the reports as written and Carlotta Barbee seconded the motion. Motion unanimously carried.

After several months, we have finally heard from the Collaborative audit of October 21, 2014, which we had appealed. Following many telephone meetings between Jeannie Johnson, the Collaborative, and Department of Human Services, Jasper County State's Attorney Chad Miller sent an affidavit on September 14, 2015. The Collaborative has determined that JCHD owes less than \$300, as opposed to their original determination of over \$3,000. The Collaborative was here in January, 2016 for another review. With no changes having been made since their last audit, behavioral health received a 100% compliance rating with no paybacks.

A review of the WIC program was held on February 24<sup>th</sup> and 25<sup>th</sup> in both the Newton and Olney offices. The review went very well.

A review of the Family Case Management program was held on March 8<sup>th</sup> and it went well. There were five findings where policies and plans needed to be addressed. Since we went nine months without money from this program, staff was instructed to limit home visits on non high-risk FCM clients to save money. We were written up for that, but did still receive a two-year certification, which is the most you can get.

With the recent announcement that the Dynegy Power Plant will be reducing from two coal-fueled units to one this fall and about half their staff will be laid off at that time, we are looking into how this will affect our full-time occupational nurse at that facility. If that position is decreased or eliminated, changes obviously will need to be made here. Since downstate Illinois is deregulated, and customers can shop for lower prices of electricity, because of different regulations for Ameren Missouri they charge less.

Jessica Long, former WIC clerk at the Olney office, has been hired in her field of education, which is Radiology, at Sarah Bush Lincoln Health Center and has resigned. Madison Smith was hired to replace her and she has since resigned. Julie Angle from Olney was hired as a full-time WIC clerk and began work with JCHD today. We welcome Julie and hope she has a long and successful career with us.

Sharon Helregel, a behavioral health therapist, fell at her home and broke her knee cap in two places. She was immobilized for a time and was in physical therapy. She was off work for about a month and came back half-days but is now back full time.

Deborah Riddle and Jeannie Johnson traveled to Springfield and respectively attended the Public Health Legislative Day and Community Behavioral Health Advocacy Day. These were each one day meetings so no overnight stay was required. Both had positive reports from these meetings.

Lawisha Carter completed her behavioral health internship recently. Carissa Gutmiedl is beginning her internship soon and Danielle Pincente continues her internship in that department.

The nursing division has two medical assistant interns, Brittany Keeler and Courtney Boyd, starting in June. Former JCHD employee Laurie Jenkins is their instructor.

The health department was contacted last week by John Roope with Chaddock/Caregiver Connections, which is a Department of Human Services funded program that provides Early Childhood Mental Health Consultation to children ages 0 to 5. They have an employee that has worked in the field since 2008, but Roope is looking for a different sub-contractor to supervise her. The grant pays for her salary/benefit package, expenses and 8 hours of supervision per month. The employee would have to go on our payroll and they would like to have us start July 1<sup>st</sup>. This is a federal pass-through grant like WIC. After discussion with the board, Debbie was given the authority to investigate this grant opportunity further.

Through an Emergency Preparedness grant, the nursing division has purchased a generator, which will provide back-up power for the refrigerators where vaccine is stored, in the event of loss of electricity. It is a possibility that JCHD will be applying to the Mary Heath Foundation in November, when their next deadline for application is, for a stand-alone refrigeration unit and/or data loggers. These items are required by the state if we are to give immunizations for the Vaccines for Children Program after January 1, 2017.

HSHS St. Anthony Hospital is coming to the health department to meet with their diabetic clients for education and to work on their goals.

Sarah Bush Lincoln Health Center used our facility in March to meet with clients and provide information

and testing kits for colorectal cancer.

Dates to Remember – Safe Sitter Class will be held July 13<sup>th</sup> at the Masonic Lodge in Newton. These classes are offered to children in grades 6-8 and tuition for this class, as well as nursing instructor's time, will be paid for through funding by "Foot prints in Memory of Maggie Goebel". These classes are expensive to offer so a huge thank you goes out to the Goebel Family for funding the Safe Sitter Classes.

Next Board of Health meeting will be held Monday, July 25<sup>th</sup> at 5:30.

Bob Schafer made a motion to dismiss the meeting at 6:30 pm and Everett Miller seconded the motion. Motion unanimously carried.

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Clara Short, Secretary