

MONROE-RANDOLPH BI-COUNTY HEALTH DEPARTMENT

MINUTES

Meetings: Board of Health Date: 07-19-2006 Time: 7:30 p.m.

Place: Red Bud Regional Hospital

Attendance: Lyle Hoffmann, President; Betty Luthy, Vice President; Ken Slavens, Treasurer/Secretary; Dale Haudrich; Dr. Allen Liefer; Dr. Patrick Miller

Not Present: Dr. Heather Lucas; Jay Vogt

Other Present: Thomas Smith; Jessica Schuwerk; Pamela Birchler

DISCUSSION	TOPIC
Lyle Hoffmann called the meeting to order at 7:35 p.m.	Call to Order
Lyle Hoffmann requested the board to review the February 1, 2006 minutes. Ken Slavens made a motion that the minutes of the February 1, 2006 meeting be approved. Seconded by Dr. Allen Liefer. Approved.	Approval of 02/01/06 Minutes
Lyle Hoffmann requested the board to review the May 24, 2006 minutes. Betty Luthy made a motion that the minutes of the May 24, 2006 meeting be approved. Seconded by Dr. Allen Liefer. Approved.	Approval of 5/24/06 Minutes
Thomas Smith informed the board that the Chester office site renovations are not yet complete. A meeting was held with the contractor and architect on July 18, 2006 to discuss some issues on the current progress. Tom noted that the major construction is complete and the remainder is finish work such as flooring installation and clean up. The contractor is currently waiting for the carpet to be manufactured. It was suggested to consider another carpet choice.	Old Business Renovation of Chester Office
Lyle Hoffmann mentioned the possibility of having an open house once the office is complete. Tom Smith said he has already been contacted by Eric Freeburg the Chamber of Commerce President on the same topic. It was agreed that an open house would be held after completion.	

DISCUSSION

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Dale Haudrich asked for a follow up from the May 24, 2006 meeting regarding the union representative's comments of a hostile work environment at the Health Department. Tom commented that a letter was drafted by the Health Department's attorney, Mark Weisman, to union representative George Machino asking him to send documentation of valid complaints on this issue. To date no reply has been received. The board commented that it would be beneficial to receive a reply, so the issue can be addressed.

After an inquiry from the board, Tom Smith commented that a union contract negotiation meeting was scheduled for July 18, 2006, but was later cancelled by the union representative. The last tentative agreement that was reached was rejected by the union. Mr. Smith gave a brief history of the negotiations. In December 2005 the employees requested a \$1.00 per hour raise and some longevity terms. Management offered a 2.6% raise each year in conjunction with the cost of living increase and a \$100 signing bonus if the contract was settled before January 1, 2006. In January 2006 the employees requested a \$.95 per hour raise. After this request was not accepted by management a mediator was requested.

Lyle Hoffmann gave a description of the management negotiation team perspective. The team recognizes that the Health Department has skilled positions, such as RNs, that are in great demand. In order to keep these staff a percentage increase seems appropriate. This allows those skilled staff to receive an increase realistic with their position need. Mr. Hoffmann asked if any other member had input on the subject. Mr. Smith informed the board that the raise in the tentative agreement was 3%, 3%, and 4% in the first, second and third year, respectively. This calculates to an increase per hour of \$.42, \$.44, and \$.60 in the first, second, and third year, respectively. The employees have voted for the dollar amount increase over the percentage increase. Mr. Smith was contacted by the federal mediator after the tentative agreement was rejected. The mediator said the union wanted a \$.60 per hour raise the next three years. The overall board reaction made Mr. Hoffmann conclude to stay with the current negotiation strategy.

Union Negotiations

DISCUSSION

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<p>Mr. Smith presented the administrator’s report through May 30, 2006 for FY 2006. It was noted that repair & maintenance was up due to expenses for the temporary Chester location and some prepaid computer services. Mr. Smith reported that only a 1% contingency has been used for the Chester office renovations. There were additional questions on the difference between the actual and budgeted amounts for telephone and program supplies. The telephone variance is due to cell phone reimbursement and four wireless internet cards. The program supply variance is due to a large amount of bioterrorism dollars spent in August 2005.</p>	<p>Administrator’s Report Financial Statements FY2006</p>
<p>Tom Smith addressed the board on the September 2006 emergency drill involving critical partners. He explained that critical partners are police, fire, emergency management, municipalities, and county employees. Work is also being done to include local pharmacies in the list. The drill will involve Randolph and Monroe County. The object of the drill is to distribute medications to the critical partners. The medication drop site will be the participating Monroe County pharmacies and to Chester Mental Health. It is planned to have police officers pick up the medications to transport to various distribution sites. Emergency planning is working toward getting each community ready to support themselves in an emergency situation.</p>	<p>New Business September 2006 Emergency Drill</p>
<p>Officer elections were held for the new fiscal year. The current officers are as follows: Lyle Hoffmann, President; Betty Luthy, Vice President; and Ken Slavens, Secretary/Treasurer. A motion was made by Dale Haudrich to keep the current officers. Seconded by Dr. Allen Liefer. Approved.</p>	<p>Board of Health Officer Elections</p>
<p>A motion was made by Dale Haudrich to call an executive session to consider information regarding the appointment, employment or dismissal of an employee or officer and to discuss collective negotiating matters. This executive session is authorized by the Open Meetings Act, Section 42, Chapter 102 of the Illinois Revised Statutes which allows the board to consider information regarding the appointment, employment or dismissal of an employee or officer and to discuss collective negotiating matters in</p>	<p>Executive Session Called</p>

DISCUSSION

TOPIC

<p>closed session. Seconded by Betty Luthy. Approved. The board went into executive session at 8:40 p.m.</p> <p>A motion was made by Ken Slavens to come out of executive session. Seconded by Betty Luthy. Approved. The board came out of executive session at 8:57 p.m.</p> <p>A motion was made by Ken Slavens that management staff be provided a salary increase of 3% effective January 1, 2006. Seconded by Dr. Allen Liefer. Approved.</p> <p>A motion was made by Dr. Allen Liefer to adjourn. Seconded by Dale Haudrich. Approved. The board adjourned at 9:02 p.m.</p>	<p>Executive Session Called (continued)</p> <p>Executive Session Ended</p> <p>Management Increase</p> <p>Adjourn</p>
<hr/> <p>Lyle Hoffmann, President</p>	