



McHenry County
Public Health & Community Services - Public Meeting
MINUTES

May 30, 2024, 8:30 AM
County Board Conference Room
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Members Present: Tracie Von Bergen, Pamela Althoff, Kelli Wegener, Gloria Van Hof, Mike Shorten, Louissett Ness, Eric Hendricks

Full comments on all agenda items are included in the video recording of this meeting.

1. CALL TO ORDER

Meeting called to order at: 8:30 A.M.

Also present: Peter Austin, County Administrator; Scott Hartman, Deputy County Administrator; Kerri Wisz, Chief Financial Officer; Melissa Adamson, Health Administrator; Maryellen Howell, Animal Control Administrator; Patricia Nomm, Director of Environmental Health.

2. MINUTES APPROVAL

Mover: Wegener
Second: Shorten

Approve previous minutes of the March 26, 2024 meeting.

Aye (5): Von Bergen, Wegener, Van Hof, Shorten, and Ness

Absent (2): Althoff, and Hendricks

Recommended (5 to 0)

2.1 Public Health & Community Services - Public Meeting - Mar 28, 2024 8:30 A.M.

3. PUBLIC COMMENT

None.

4. MEMBERS' COMMENTS

None.

5. NEW BUSINESS

5.1 8:30 - Joseph Clarke- Board of Health

Mr. Hendricks arrives at 8:40 A.M.

Ms. Althoff arrives at 8:44 A.M.

5.2 8:40 - Cecilia Carman - Board of Health

After the interview of Ms. Carman, Chair Von Bergen moved forward to item 5.4.

5.3 8:50 - Rhienna McClain - Board of Health

After the interview of Ms. McClain, Chair Von Bergen moved forward to item 5.5.

5.4 9:00 - Robert Reining - Lake in the Hills Sanitary District

After the interview of Mr. Reining, Chair Von Bergen moved forward to item 5.6.

5.5 Deliberation and Selection for the Board of Health

After the deliberation and selection for the Board of Health, Chair Von Bergen moved forward to item 9.1.

Mover: Hendricks

Secunder: Shorten

To recommend the appointment of Rhienna McClain to the County Board Chairman for the Board of Health for a term to end on June 30, 2027.

Aye (3): Von Bergen, Shorten, and Hendricks

Nay (4): Althoff, Wegener, Van Hof, and Ness

Not Recommended (3 to 4)

Mover: Wegener

Secunder: Van Hof

To recommend the appointment of Joseph Clarke and Cecilia Carman to the County Board Chairman for the Board of Health for terms to end on June 30, 2027.

Aye (7): Von Bergen, Althoff, Wegener, Van Hof, Shorten, Ness, and Hendricks

Recommended (7 to 0)

5.6 Deliberation and Selection for the Lake in the Hills Sanitary District

Mover: Hendricks

Secunder: Althoff

To recommend the appointment of Robert Reining to the County Board Chairman for the Lake in the Hills Sanitary District for a term to end on May 1, 2027.

Aye (7): Von Bergen, Althoff, Wegener, Van Hof, Shorten, Ness, and Hendricks

Recommended (7 to 0)

6. ROUTINE CONSENT AGENDA

Mover: Wegener
Seconded: Shorten

To approve the items of the routine consent agenda.

Aye (7): Von Bergen, Althoff, Wegener, Van Hof, Shorten, Ness, and Hendricks

Recommended (7 to 0)

6.1 Resolution Authorizing and Clarifying Remaining Home Investment Partnerships Program Funding for Program Year 2024 (10)

Mover: Wegener
Seconded: Shorten

Approve the remaining Program Year (PY) 2024 HOME Investment Partnerships Program (HOME) funds for Program grants and clarify the amount for Administrative funds.

Recommended

6.2 Resolution Adopting Reclassification and Title Changes Within the Department of Health's Departmental Roster (51)

Mover: Wegener
Seconded: Shorten

Approval of title change and grade change to the Department of Health's FY24 roster based on the results of the position re-evaluation process.

Recommended

7. OLD BUSINESS

None.

8. DISCUSSION

8.1 Review of FY25 Health Department Fees

Melissa Adamson, Health Administrator, and Patricia Nomm, Director of Environmental Health, joined the committee for the discussion.

Chair Von Bergen stated the topic stemmed from her request to waive the inspection fees for food pantries. She stated she believes it is incredibly important that they do that as the food pantries serve the most vulnerable populations.

Ms. Althoff wanted to clarify that they do not want to stop the inspections but rather not charge for the inspections.

Ms. Adamson stated that the fees are set through the Ordinance and the Board of Health reviews them, and the fees are set based on the services that they provide. She stated every County in the area varies in how they treat food pantries and non-profits so she would caution the committee that they can have the discussion but they would have to review the Ordinance for the long-term waiver. She noted that they should just be mindful that they could have impacts on the budget.

Ms. Ness inquired about how much revenue is generated from food pantry inspections. Ms. Adamson, it is under \$3000. Ms. Ness inquired if the inspection fee would be the same for a food pantry and the pioneer center, for example. Ms. Nomm stated no they would not because they are a food establishment.

Ms. Althoff inquired about who has the authority to set those fees. Ms. Nomm stated it starts at the Board of Health for an approval of recommendation to go to the Public Health & Community Services (PHCS) Committee and then go through the rest of the County Board process. Ms. Althoff stated assuming they are restricted and that they cannot charge more than the cost of providing the service, she inquired if they could come up with a definition that it is only the twenty-one food pantries and not anything else that falls within that category so that it does not harm any other inspections that they are doing. Ms. Nomm confirmed that they can do that as they do not currently have a category for food pantries. She stated Kane County does exempt food pantries and soup kitchens, Lake County is similar, Will County offers a 50% reduction that carries over to churches and governmental entities, and Kendall County does the same with the 50% reduction. Ms. Nomm stated her recommendation would be to limit it to the full food pantries which would also be an easier way to compartmentalize the smaller ones if that is what they are trying to do.

Ms. Althoff stated she would like the waiver for anyone who serves the community by collecting food and then distributing it.

Ms. Ness inquired if they were to go forward if they would need to modify the ordinance. Ms. Adamson stated that she could provide the waiver at the current time, she stated she can provide the waiver but they would need to figure out the long-term. She suggested waiving those who are currently in the process of obtaining their permits for the remainder of the year, but they would want to update the Ordinance so it would be clear before the next Fiscal Year on May 1.

Chair Von Bergen wanted to clarify that in the meantime they are going to waive the fees.

Ms. Althoff suggested Ms. Adamson go before the next Board of Health meeting and note the direction that the PHCS committee would like to go in.

Ms. Nomm wanted to clarify that the Health Administrator has the authority to waive the fees, she would not recommend they wait until the Board of Health meeting to do so, she stated they can proceed through the administrative process. Ms. Ness stated it does show a good relationship between the two entities.

Chair Von Bergen stated there is a general consensus of the committee to have Ms. Adamson waive the inspection fees and refund the previously paid fees.

After the discussion, Chair Von Bergen moved back up on the agenda to item 5.3.

9. PRESENTATION

9.1 Committee Introduction to Budget Software for FY25 Budget Presentations

Ms. Ness leaves the meeting at 10:00 A.M.

Kerri Wisz, Chief Financial Officer, and Peter Austin, County Administrator, joined the committee for the presentation.

Mr. Austin stated as soon as next month they will begin bringing budgets before the committees but they are going to do it differently than what was done in the past. He stated Ms. Wisz was going to provide an overview of the tool and how members can view them on their own.

Ms. Wisz stated before they got into the budget they wanted to talk to all of the committees so they could reach every Board Member. The direction was to move quickly through the budget presentations, which is sufficient but there could be some detriment to the new Board Members. She stated they would still like to be efficient and fast but in a different format, and the hope is for the format to be easier and provide answers to questions and the ability to locate information if needed. Once the software is up it will be

found on the Finance page under the budget section there will be a link that says "2025 Draft Budget", which will be the easier way to view it but there will also be a link in the members' packets that are going to go out. She then went through the draft version of her anticipated software demonstrating how the members would navigate through it to locate information.

After going through the draft, Ms. Wisz mentioned that once she makes the software public for the Board Members to see it will be available for the public as well, but she did want to note that as they are going through the budget process the documents will constantly be changing.

10. REPORTS

10.1 Workforce Housing

- Ms. Althoff stated that the committee members had a draft in front of them for their input and comments. She stated she thinks they have done a remarkable job by providing a lot of information, but the final version should come before the committee next month for final approval, then it will move to the Committee of the Whole and County Board.

Ms. Wegener inquired about when the 2050 Plan would come before the County Board. Mr. Austin stated around July.

Ms. Althoff stated if they are able to get it done sooner they could send the final draft out to the committee members in advance, so they could be prepared to discuss it at the Committee of the Whole.

11. FUTURE TOPICS

Ms. Althoff stated at the Public Health they have had some great presentations about bird flu and inquired if the committee would be interested in having some of those presentations to get information.

Ms. Van Hof stated she was interested in a program for Diabetes and inquired if there was any way they could learn more about that. Ms. Adamson asked the committee if they would want a standing agenda item for her to report on or if the committee would pick the item and she could coordinate.

Chair Von Bergen stated they could coordinate what topics they would like presented. Ms. Adamson stated that if they could plan it out beforehand, that would help the department staff prepare the data beforehand.

Ms. Althoff stated they can begin with diabetes, overdose, and diseases that are going on as well as an update on covid-19, since they are always working around that.

12. EXECUTIVE SESSION (AS NECESSARY)

None.

13. ADJOURNMENT

Mover: Wegener

Second: Shorten

To adjourn the meeting at 10:22 A.M. -TCCazares

Aye (6): Von Bergen, Althoff, Wegener, Van Hof, Shorten, and Hendricks

Absent (1): Ness

Recommended (6 to 0)