



BERWYN PUBLIC HEALTH DISTRICT
REGULAR MEETING MINUTES of AUGUST 13, 2018

1. President Pechous called the meeting to order at 4:00 pm. Pechous, Avila and Paul answered present on the call of the roll. Attorney Zdarsky and Accountant Eagan were also in attendance.
2. The **Pledge of Allegiance** was recited.
3. **Open Forum:** Open Forum was called. Principal Schuman of Piper Elementary School spoke on the school community's appreciation for the opportunity to submit their application for the Fitness Grant.
4. **Approval of Minutes:** Pechous made an omnibus motion, seconded by Avila, to approve Minutes submitted for the following meetings: Regular Meeting of July 9, 2018 and Special Meeting of July 24, 2018. The motion carried by a voice vote.
5. **Medical, Nursing & Sanitation Reports:** The reports for July, 2018 were reviewed and marked informational by Order of the Chair.
6. **Flu Shots – 2018-2019 Update and Fee Recommendation:** President Pechous presented a communication from Tina Kloess, RN regarding 2017-2018 fees charged for flu vaccines and number of doses ordered and administered. Pechous made the motion, seconded by Paul, to concur with the fee recommendation charging \$10.00 for Pediatric and Quadrivalent vaccines and \$35.00 for the High-dose vaccine. The motion passed by a unanimous call of the roll.
7. **Health Fair Update:** Pechous informed the Board about the plans in place for the upcoming event to be held on August 21, 2018. The item was marked informational by Order of the Chair.
8. **Bills Payable and Payroll:** Pechous made a motion, seconded by Avila, to approve the payables and payroll in the amount of \$121,718.09. The motion carried on the call of the roll.
9. **Statement of Receipts and Disbursements – July, 2018:** Mr. Eagan presented the monthly report which was reviewed. The report was marked informational by Order of the Chair
10. **Vital Statistics Report – June, 2018:** Pechous made the motion, seconded by Avila, to accept the report as submitted and place the money in the proper funds. The motion carried by a unanimous voice vote.
11. **Correspondence:** The Board received a donation and volunteer request for the Mayor's Holiday Fund. Paul asked if the Fund was a non-profit corporation as money collected is not reported in City of Berwyn budgets or audits. Discussion ensued. Pechous asked that the item be deferred to the September meeting. Hearing no objection, the item was tabled to September's meeting.
12. **Farmers Market Update:** Pechous passed the Challenge Coin around among the Board. This token will be given to Berwyn Police and Fire Department members attending the September 9th Farmers Market event honoring First Responders. Pechous advised that the Petting Zoo would be rescheduled to September 30rd. Avila questioned the cancellation of the Pet Parade event. Discussion ensued and. Avila made the motion, seconded by Paul, to reschedule the Pet Parade to September 23, 2018 subject to the approval of this joint event by the Township Board. The motion passed two to one with Pechous voting "No".

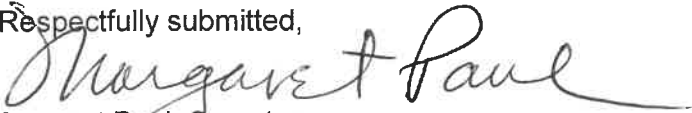
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13. **Roof, Masonry, HVAC Update:** Pechous advised that deposits have been paid to the three contractors for this project. The repairs have been scheduled for September due to the high daily temperatures being experienced. Aspects of the contracts to be drafted were discussed. Discussion ensued. The item was marked Informational by Order of the Chair.
14. **Eyes for Education:** Pechous recognized Health District Attorney Zdarsky who explained changes made to the contracts for the provider, Tropical Optical, and D100 and D98 partners in the program. The changes reflected the lengthy discussion among the various interested parties during the Special Meeting held July 24, 2018. Discussion ensued. Avila made a motion to expand the Eyes for Education Program making it available to students in all grades. Discussion ensued. Avila's motion failed due to a lack of a second. Pechous then made the motion, seconded by Paul, to approve the contracts as presented between Tropical Optical, Berwyn School District 100 and School District 98 and authorize the Corporate Authorities to affix the necessary signatures and forward them on to the other parties. The motion passed by a unanimous roll call vote.
15. **Health Related Infrastructure Grant:** Paul made the motion, seconded by Pechous, to move this item to the end of the agenda. The motion passed with Pechous and Paul voting Aye and Avila voting Nay.
16. **Obesity in Adolescents Collaboration Meeting Notice:** Health District Medical Director Bradford S. Wainer D.O. has called for an area wide meeting of health care providers and those interested in the topic of childhood obesity to collaborate on the issue. The meeting will take place on August 29, 2018 at 7:00 p.m. in the Health District office. The Secretary was requested to prepare the Notice and Agenda for the meeting.
17. **Ad Hoc Lead Committee Meeting Recommendations:** Pechous provided Alderman Cesar Santoy's draft of the City of Berwyn Ad Hoc Lead Poisoning Committee Recommendations. Discussion ensued. The item was marked informational by Order of the Chair.
18. **Annual Audit:** Pechous opened the floor for discussion of the document entitled: **Township of Berwyn Public Health District Annual Financial Report for the Fiscal Year Ended March 31, 2018** (the "Audit"). Discussion ensued. Pechous made the motion, seconded by Avila, to accept the Audit as presented, place it on file and direct the Secretary to file the document with appropriate authorities. The motion passed by a unanimous roll call vote.
19. **St. Leonard's Request for Nursing Services:** Pechous provided a copy of a letter she received from Ms. Veronica Skelton Cash, Principal of St. Leonard School. Ms. Skelton Cash requested continued Health District services consisting of vision and hearing screenings, review of students' immunization records by the District's staff nurse, and "as-needed" consults with the staff nurse during the school year. Discussion ensued. The item was marked Informational by Order of the Chair.
20. **Policy/Handbook Status:** Attorney Zdarsky advised that he will have a working draft of revisions for the employee handbook by October. The item was marked Informational by Order of the Chair.
21. **Request Meeting Date Change – September, 2018:** Pechous advised that she has a scheduling conflict on September 10, 2018 and made a motion, seconded by Avila, to reschedule the Regular meeting to Friday, September 7, 2018 at 4:00 p.m.

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22. **Health Related Infrastructure Grant – Discussion / Award of Grants:** Pechous recalled this item that had been temporarily been tabled. The District received seven grant applications from the following programs: Berwyn Little League District 9 (Grant Request: \$7,000), Berwyn Park District (Grant Request: \$23,590), Berwyn Buddy League (Grant Request: \$300), Berwyn Blazers Football Club (Grant Request: \$10,000), Piper School – Berwyn South District 100 (Grant Request: \$55,000), North Berwyn Park District (Grant Request: \$10,000), and Irving Elementary Parent Teacher Org. (Grant Request: \$10,000). \$80,000 has been allocated in the District budget for 2018-2019. The total amount of funding requests was \$115,540. Paul distributed a matrix comparing the grant application requirements and the applicants' provided information. Discussion of the submitted grant applications ensued. Discussion of how to divide the budgeted amount ensued. Thereafter, Paul made the motion, seconded by Pechous, to award grant amounts up to and in an amount not to exceed the following: to Berwyn Park District an award amount up to \$21,231.00; to Piper School an award amount up to \$49,500.00, and to Irving School PTA an award amount up to \$9,000 subject to the terms and conditions of the grant agreement to be drafted by the District's attorney. The motion carried unanimously on the call of the roll.
23. **Adjournment:** Pechous made the motion, seconded by Avila, to adjourn the Regular Meeting of the Board. The motion carried by a unanimous voice vote.
24. The meeting was adjourned at 5:50 p.m.

Respectfully submitted,



Margaret Paul, Secretary
Berwyn Township Public Health District