



BERWYN PUBLIC HEALTH DISTRICT
REGULAR MEETING MINUTES of MAY 14, 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 Ed Tracy of Seldon Fox were also in attendance.
2. The **Pledge of Allegiance** was recited.
3. **Open Forum** was announced. No one approached and the Open Forum portion of the meeting was declared closed.
4. **Approval of Minutes:** Pechous made a motion, seconded by Avila to approve the Minutes for the April 9, 2018 Regular Meeting, Minutes for the April 9, 2018 Budget Committee meeting and the Minutes for the April 23, 2018 Special Meeting. The motion passed by a voice vote.
5. **Medical, Nursing & Sanitation Reports:** Pechous recognized Ms. Tina Kloss to present the Medical and Nursing Reports. Ms. Kloss asked that the reports be tabled until the next month. Pechous made the motion, seconded by Paul, to table the April 2018 medical and nursing reports until the June, 2018 meeting. The motion carried by a unanimous voice vote.
Well Woman Event Update: Pechous advised the Board that the May 10, 2018 event had been successful. Pechous provided a copy of the Rush Oak Park Hospital Volunteer Site Agreement of October, 2017. The matter was marked informational by Order of the Chair.
6. **Farmers Market Update:** Ms. Nona Chapman was recognized and she reported on her progress to prepare for and organize the series of markets and corresponding events such as the petting zoo, bands and art show. Board members discussed the Chili Cook Off event. Of concern is the ability of participants to provide proper time, temperature and holding temperature controls to avoid food poisoning. The Board was also advised that City Bar-b-que would not be responsible for this event. The Board thanked Ms. Chapman for her work and the matter was marked Informational by Order of the Chair.
7. **Bills Payable and Payroll:** Pechous made a motion, seconded by Avila, to approve the payables and payroll in the amount of \$58,962.21. The motion passed by a unanimous Call of the Roll. The Certificate Authorizing Payment was signed and made a part of the record.
8. **Reimbursement of ½ of Secretary's Conference Expenses:** Paul asked that the matter be tabled until the June, 2018 meeting. The item was deferred by unanimous consent.
9. **Vital Statistics Report – April, 2018:** Pechous made the motion, seconded by Avila, to accept the report as submitted and place the money in the proper funds. The motion passed unanimously on the call of the roll.
10. **Statement of Receipts and Disbursements – April, 2018:** The monthly communication from Selden Fox, Ltd was reviewed and marked as informational by Order of the Chair.
11. **Correspondence:** No correspondence for the Board was received
12. **2018-2019 Budget & Appropriations Ordinance:** Paul presented the Certificate of Publication and pointed out errors in the dates for the Public Hearing. She advised that a corrected publication would be made immediately. The Public Hearing is set for June 11, 2018 at 3:45 p.m. in the Conference Room of the Health District Building. Paul apologized for the error.

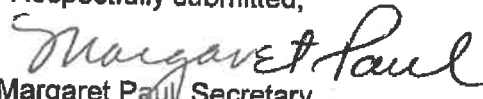
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13. **Treasurer's Financial Statement – Deferred from April, 2018 Meeting:** Brian Eagan was absent. Pechous asked to defer this item to the June, 2018 meeting. The matter was deferred without dissent.
14. **Children's Wellness Program:** Avila presented the document entitled Program Proposal, The Berwyn Public Health District Children and Family Wellness Program dated April 9, 2018. Paul requested clarification of certain program provisions. Discussion ensued. Thereafter, Avila made the motion, seconded by Pechous, to approve the Children and Family Wellness Program as outlined pending the receipt of fully executed intergovernmental agreements with participants and further to include and allocate \$5,000 for implementation of the program in the 2018-2019 fiscal year budget. The motion passed by a unanimous call of the roll.
15. **Roof/HVAC Replacement – Motion to Rescind and Amend Action Taken on 4/9/2018:** Pechous mad the motion, seconded by Paul, to rescind the vote of the Board to enter into a contract with API Architects for roof repairs, to pay any monies owed to API for work performed to this point, and to put the roof repair project and HVAC work out for bid. The motion passed unanimously on the call of the roll.
16. **Timeline / Preparation of Bid Documents:** Attorney Zdarsky was recognized. He advised that he would have a bid package prepared for review by the Board in one week. Pechous called a Special Meeting for May 21, 2018 at 5:30 to review the bid package.
17. **Renewal of Children's Clinic Contracts:** Attorney Zdarsky presented the renewal contracts between the Health District and The Oak Park and River Forest Infant Welfare Society d/b/a The Children's Clinic. The contracts are for both the Oral Health Program and the Pediatric Clinic Agreement. Discussion ensued. Attorney Zdarsky will review the contract and present them at the next meeting. The item was marked informational by Order of the Chair.
18. **Eyes For Education / Tropical Optical Agreement:** Pechous presented the current bill from Tropical Optical in the amount of \$1,974.00 along with copies of the 2017 agreement and addendums. Discussion ensued. Many issues with the difficulty with the program were raised. Pechous made the motion, seconded by Paul, to defer payment of the 4/20/2018 invoice to the June meeting. The motion passed by a unanimous voice vote.
19. **Annual Review of IGA with City of Berwyn – Rodent Abatement:** Avila and Paul will be attending Alderman Avila's Ad Hoc Rat Abatement Committee meeting scheduled for 5/15/18. The matter was marked as informational by Order of the Chair.
20. **Annual Review of IGA with City of Berwyn – LEHP Inspection Services:** The matter was marked informational by Order of the Chair.
21. **Election of Officers:** Nominations for the offices of President, Treasurer, and Secretary were accepted. The current officers were all nominated for their respective positions. Pechous, Avila and Paul agreed to continue in their current positions for the 2018-2019 year.
22. **Renewal / Authorization For President's Bond:** Paul made the motion, second by Pechous, to renew the bond with MGA Insurers, Inc. for Pechous as Health District President and to approve payment in the amount of \$1, 750.00. The motion passed by a unanimous voice vote.
23. **Health Related Infrastructure Improvement Grant Program:** Avila presented a draft entitled Berwyn Public Health District Fitness Equipment Grant. The Board reviewed the various provisions outlined and discussion ensued. Suggested revisions will be incorporated into another draft and review and discussion will be deferred to the Special Meeting scheduled for May 21, 2018.

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24. **Closed Session for the Purpose of Discussion of the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of an Employee:** Pechous made a motion, seconded by Paul to go into Closed Session for the purpose of discussing a matter falling under the appointment, employment, compensation, discipline, performance, or dismissal of an employee exception to the Illinois Open Meetings Act. The motion passed by a unanimous voice vote. Thereafter, the Board entered the Closed Session at 5:45 p.m.
25. Pechous made the motion, seconded by Paul to end the Closed Session at 6:17 p.m. and return to the regular meeting. The motion passed by a unanimous voice vote.
26. **Adjournment:** Pechous made the motion, seconded by Avila, to adjourn the Regular Meeting of the Board at 6:18 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,



Margaret Paul, Secretary
Berwyn Township Health District