

WORKSHOP MEETING

I. CALL TO ORDER

The meeting was called to order at 7:02 p.m. by Chairperson Shannon.

II. ROLL CALL

Present: Commissioners Birnbaum and Shannon. Commissioners Freed and Melone were absent with prior notice. Health Officer, Serena Ivaldi was also present.

III. CITIZENS CONCERNS AND COMMENTS

Chairperson Shannon read the following statement.

Members of the general public may address the Board of Health with concerns or comments regarding issues relevant to the Board of Health's agenda or topics that the Board of Health has the authority pursuant to the Village Code to address. The Chairperson or his or her designee shall strictly restrain comments to matters that are relevant to the Board of Health's business and shall not permit repetitious comments or arguments. Members of the general public who wish to address the Board of Health must sign the request to speak prior to the commencement of the public hearing. The person submitting a petition, concern or other comment shall be allotted 5 minutes to present their points.

IV. NEW BUSINESS

- a) Health Fair

Beth Harrington and Haley O'Brian, Wheeling Park District came forward to discuss the 2019 health fair.

Ms. Harrington explained they were looking for a partnership with the Board of Health again for this year's health fair. The health fair will be on Saturday, May 4<sup>th</sup>. Last year's fair was held on a Sunday, but they received feedback that indicated a Saturday might work better. It will be held indoors in the large gym at the Community Recreation Center from 10:00 a.m. – 1:00 p.m. The Park District is reaching out to the community and have found that many of the participants from last year have expressed interested in participating again this year. They will run a couple of demos (i.e. Zumba, Tai Chi, mini boot camp) along with a deejay and will have about the same number of vendor booths.

Ms. Harrington asked if the Board Health was interested in partnering with the Park District again this year. Commissioner Birnbaum explained they couldn't take a vote since there wasn't a quorum. The Board of Health gave a tentative approval and will get a final vote at the next scheduled meeting on March 26<sup>th</sup>. Health Officer Ivaldi took an informal vote before the meeting and it appeared everyone was in favor of partnering in this year's health fair. The Board of Health will officially let the Park District know the outcome after the March 26<sup>th</sup> vote.

Commissioner Birnbaum questioned the size of table each vendor would get. Ms. Harrington confirmed it would be an 8' rectangle table. Ms. O'Brian provided a copy of the guidelines for the participants. There is a new special events coordinator, Caitlyn McDonald who is spearheading the event. She'll forward her contact information to Commissioner Birnbaum.

Chairperson Shannon remembered that everything was stored underneath the table at last year's health

fair. A Board of Health banner was used as a table covering. A sign was made last year but was never used. A couple of chairs will be provided by the Park District. Commissioner Birnbaum thought it was great exposure for the Board of Health and remembered it being a well-run event. The booth location has not yet been determined. Chairperson Shannon mentioned that Jimenez had donated fruit for the event. Ms. O'Brian mentioned there were storage closets in the gym that could be used for storage.

Health Officer Ivaldi asked for input regarding the 2019 Health Fair. Chairperson Shannon liked the Board of Health bags that were used last year. The pencils were not as big of a hit as the hand sanitizers and bracelets. The leftovers from last year will be used including the pencils. Chairperson Shannon suggested sharpening the pencils. A box of hand sanitizers was left over from last year so they won't need to be ordered. Health Officer Ivaldi will order rubber bracelets and bags. Pamphlets and booklets were also used as giveaways. In order to use a pamphlet from a drug company, signage should be used with a disclaimer.

Chairperson Shannon mentioned they wouldn't be doing a survey again this year. She questioned if small packs of crayons could be ordered to go along with the coloring books. Commissioner Birnbaum questioned if crayons and health related coloring books should replace the bracelets? Health Officer Ivaldi will price the crayons and bracelets and if it's too expensive for both, they will pick the crayons.

Health Officer Ivaldi questioned if the leftover pamphlets for Wheeling Walks could be used.

Commissioner Birnbaum announced starting in May Wheeling Walks was adding a second walk on Wednesday mornings at 10:00 a.m. Chairperson Shannon suggested adding a sticker to the sheet announcing the Wednesday morning walks.

Health Officer Ivaldi asked if she should order any other giveaways? Commissioner Birnbaum suggested informational brochures especially the ones that refer to the top four topics (physical activity, nutrition and diet, stress and anxiety, mental health wellness, safety) from last year's survey. Some of the topics were covered in the Lilly pamphlets.

Chairperson Shannon thought there was too much stuff on the table at last year's health fair, so it looked overwhelming. She suggested limiting it this year with much less on the table.

Chairperson Shannon mentioned displaying the sample containers for sharps and flyers that advertised the medication collection and blood drives.

Health Officer Ivaldi will contact Jimenez about donating fruit again.

Commissioner Birnbaum wants to focus on the duties of the Board of Health.

Health Officer Ivaldi suggested pre-bagging the stuff to handout and then talking about the medication collections and blood drives. She thought that would help it from appearing too overwhelming.

Chairperson Shannon and Commissioner Birnbaum agreed. Commissioner Birnbaum suggested having the giveaways out. Chairperson Shannon suggested including one sanitizer in the bag along with the informational pamphlets. Commissioner Birnbaum felt the giveaways always attracted people so they should be left out on the table. The bag will include the informational materials and the table will display the giveaways, blood drive, medication collection information and fruit.

Health Officer Ivaldi printed off a pamphlet with SWANCC recycling and battery recycling on the back to be distributed at the medication collection dates. She suggested also distributing it at the health

fair.

The booth will include hand sanitizers, blood drive information, SWANCC details, medication collection information, Wheeling Walks sheet and the donated fruit.

Chairperson Shannon questioned if the health drive coincided with a medication drive. Health Officer Ivaldi confirmed it didn't coincide with the medication drive, but it did coincide with Wheeling Walks which starts at 9:30 a.m.

Health Officer Ivaldi questioned if anyone could commit to volunteer at the May 4<sup>th</sup> Health Fair.

Commissioner Birnbaum plans to attend. Health Officer Ivaldi suggested rotating the volunteers each year.

In reply to Health Officer Ivaldi's question, Chairperson Shannon confirmed last year's Health Fair didn't include a coat drive.

## V. ADJOURNMENT

### THE TAPE CUTOFF BEFORE THE MOTION TO CLOSE

A motion to adjourn the meeting was entered at 7:39 p.m. by Commissioner XXXX . Commissioner XXXXX seconded the motion. The motion received unanimous approval by the Board of Health.

Respectfully submitted,

Danene Shannon, Chairperson

Wheeling Board of Health

Approved: Donna Shannon Date: 03-26-2019