

WHEELING BOARD OF HEALTH  
WORKSHOP MEETING

April 10, 2018

I. CALL TO ORDER

The meeting was called to order at 6:31 p.m. by Chairperson Shannon.

II. ROLL CALL

Present: Commissioners Birnbaum, Freed, Melone and Shannon. Commissioner Pritzker was absent with prior notice.

Health Inspector, Serena Klinger was present.

III. APPROVAL OF MINUTES – None

IV. CHANGES TO THE AGENDA – None

V. 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.

VI. ON GOING BUSINESS

a) Wheeling Park District Health Fair Booth

Health Inspector Klinger provided copies of the Oriental Trading catalogue. Commissioner Freed provided a checklist for diabetes screening.

Health Inspector Klinger confirmed that Public Works had a tent for the Board of Health to use at the May 20, 2018 Health Fair. It is small and very easy to set up.

Commissioner Freed questioned the number of vendors expected at the health fair. Chairperson Shannon stated that the Board of Health's previous health fairs attracted about 25-30 booths. She provided the information from the past health fairs to Juan at the Park District. She hopes with all of the resources they would have a good turnout. Commissioner Freed requested a list of the vendors. Health Inspector Klinger didn't have a list but explained she had scanned all the previous applications from 7 years ago and sent them to Juan.

In reply to Commissioner Freed's question, Health Inspector Klinger explained that this year's health fair was the Park District's event and the Board of Health just had a booth at the fair.

Commissioner Freed questioned the purpose of the Board of Health's booth. Health Inspector Klinger explained the Board of Health was going to discuss ideas for the booth at tonight's workshop. She mentioned that blood pressure, a scavenger hunt, a trivia game or including a LifeSource rep were discussed at the last meeting.

Commissioner Birnbaum felt the biggest reason for the booth was to have a presence and to let people know about the Board of Health. She mentioned distributing a list of dates for the blood drives and medication collections. Health Inspector Klinger agreed to provide a list. Chairperson Shannon mentioned that the sharp containers would also be given away.

Health Inspector Klinger provided the following list of ideas:

- Sharp containers
- Free blood pressure screening
- Risk assessment for diabetes

Commissioner Freed suggested providing a finger stick for blood sugar. Commissioner Birnbaum questioned if a waiver would be required. Commissioner Freed explained he didn't believe a waiver was needed for a finger stick in the State of Illinois. He mentioned that a medical professional or pharmacist would need to do it. Commissioner Freed is a pharmacist and agreed to do it. Commissioner Melone's concern was that there would be no follow up. He explained that if someone had elevated blood sugar he would discuss it with them and have them contact their physician. He explained that Hispanics were at greater risks for diabetes or prediabetes. He explained that prediabetes was easy to detect and could be prevented by changing a diet.

Health Inspector Klinger questioned the type of equipment that would be needed at the health fair to do the finger stick. Commissioner Freed explained he would need alcohol swabs, disposable rubber gloves, a small monitor and strips. He offered to provide the supplies so there would be no cost to the public.

Commissioner Melone questioned if he would only test adults. Commissioner Freed confirmed he could do anyone including children. Chairperson Shannon suggested contacting the Park District regarding testing children. Health Inspector Klinger questioned if the Park District was already providing the service. Chairperson Shannon mentioned the testing that was provided at the last health fair was limited to adults and a waiver was required. Health Inspector Klinger will confirm with Juan.

Chairperson Shannon questioned if the Diabetes checklist came in other languages besides English and Spanish. Commissioner Freed agreed to check. Chairperson Shannon mentioned there was also a high population of Polish speaking residents.

Health Inspector Klinger agreed to check with the Park District about providing the Diabetes finger stick to children and if a waiver needed to be signed.

Commissioner Birnbaum felt having the Diabetes checklist was a great idea.

Chairperson Shannon mentioned Walgreens was at the last health fair providing flu shots to ages 12 or 13 and above. A hospital was also providing cholesterol testing.

Commissioner Melone questioned if it was family oriented. Commissioner Birnbaum explained the testing at the last fair was for adults only but the health fair was for everyone. Chairperson Shannon felt the coat drive drew a lot of families with children. The last health fair was held in November. Health Inspector Klinger mentioned that she had located some leftover coloring books from the last fair but the hand sanitizers were gone.

Commissioner Freed offered to bring some "Know your Healthy Steps" programs. It is in a comic

book form and teaches people how to get their steps in and stay active. Commissioner Birnbaum mentioned the Wheeling Walks program. Commissioner Freed explained they had traveled the Country and looked at about 50 walking programs and put the best together for the program. He explains the program teaches people what to do when they reach boredom before giving it up. Health Inspector Klinger thought the booklet could tie into Wheeling Walks.

Commissioner Birnbaum suggested distributing information regarding the Walgreens medication collections.

Health Inspector Klinger will confirm with Juan if LifeSource was attending the health fair. She questioned what the Board of Health would want from them if they were not participating. The Commission felt having someone available at the Board of Health booth to talk about blood donations would be helpful.

Commissioner Melone suggested giving away small bags containing the pamphlets. Commissioner Freed suggested asking Walgreens to donate the bags.

Health Inspector Klinger confirmed she would ask Jimenez to donate fruit.

Chairperson Shannon questioned how the bags would be controlled so there would be enough for everyone. She questioned if the bags would already be stuffed or just available for people to use. She mentioned that there were people at the last health fair that took all the hand sanitizers that were on the table. Commissioner Freed suggested having a "Limit 1 per Person" sign. He felt it would help most of the time. Health Inspector Klinger suggested just putting two or three hand sanitizers on the table and then replenishing. Chairperson Shannon questioned how the table should be arranged to make things available to make sure everyone got something.

Commissioner Birnbaum suggested using heavy clips to keep things from blowing away. Health Inspector Klinger offered to bring clipboards.

Commissioner Melone questioned the number of copies to make. Health Inspector Klinger will confirm the number with Juan. Commissioner Birnbaum thought between 100-150 copies.

Commissioner Melone suggested having at least one giveaway if possible. She mentioned that she had seen a spinning wheel game used at Home Depot. Health Inspector Serena Klinger offered to consider purchasing a temporary wheel game. She was unsure of the cost but thought it would be expensive. Commissioner Melone liked the idea of the hand sanitizers. Commissioner Birnbaum agreed. Commissioner Freed thought others would also be handing them out.

Commissioner Melone found 200 imprinted hand sanitizers for sale at a cost of \$140. Commissioner Freed mentioned that Walgreens had small travel hand sanitizers for cheap and maybe would offer a discount to the Board of Health. Health Inspector Klinger offered to ask Jimenez if they could donate them. Chairperson Shannon explained the at the last health fair, the Board of Health printed out labels and put them on the bottles to save money from having them printed. Tags were used and tied onto the bottles.

Commissioner Freed suggested raffling off a dinner. He thought some of the local restaurants would donate it.

Commissioner Melone wanted a theme for the booth.

Health Inspector Klinger mentioned there was a display board to use. Commissioner Birnbaum came up with a tagline...Spread the Health.

Health Inspector Klinger suggested advertising the programs on the display board. It would be used in the corner or in the back of the booth.

The size of the table is 8' and the tent is 10'x 10'. Health Officer Klinger will get a table cloth in red, white or black to keep with the color theme.

Commissioner Melone questioned who would be available to work the table. Commissioners Birnbaum and Melone are unavailable. Commissioners Freed and Shannon confirmed their availability. Health Inspector Klinger will assist if needed.

Commissioner Freed questioned if blood pressure could be taken at the booth. Chairperson Shannon expressed concern about legal liabilities and explained the Board of Health needed to be cautious regarding a conflict of interest. Health Inspector Klinger will check with the Village Manager and Juan. Chairperson Shannon expressed concern if someone passed out or got an infection from the finger stick. Commissioner Freed felt it might be better if blood was not taken since there were too many uncertainties.

It was decided not to do any finger sticks at the health fair. Commissioner Freed will distribute information regarding diabetes and would be available to educate.

Commissioner Melone questioned what would attract people to the booth. Health Inspector Klinger mentioned possibly blood pressure. Chairperson Shannon questioned who had the proper sized cuffs to fit everyone. Health Inspector Klinger will ask Commissioner Pritzker if she could borrow them from her work. Commissioner Freed will bring his standard battery-operated cuff blood pressure machine and wrist machine. Chairperson Shannon mentioned that the electronic machines were not as accurate.

Commissioner Freed suggested having a form to write down the blood pressure reading and having information available that explained blood pressure readings. Health Inspector Klinger will look online for a form that includes a disclaimer.

Health Inspector Klinger reminded the Commission that they could not discuss Board of Health business to more than one person outside of a meeting. Health Inspector Klinger can e-mail to everyone but a Commissioner could not respond to everyone.

- Sharps recycling information
- Blood drive dates
- Medication collection dates
- Diabetes handouts
- Informational pamphlets
- Wheeling Walks flyer
- Contact Jimenez regarding donating fruit
- Blood pressure testing and informational form
- Display board
- Walgreens medication collection information

Commissioner Birnbaum referred to the previous discussion about including an informal mini-survey

at the booth to determine what health issues the Board of Health should address in the future. Commissioner Melone initially liked the idea but felt it might be difficult to collect. She preferred to do a Survey Monkey.

In reply to Commissioner Freed's question, Health Inspector Klinger confirmed she did not have a list of e-mail addresses. She suggested collecting a list of names and e-mail addresses of people interested in receiving more information about the Board of Health. Commissioner Melone suggested including a link to a Survey Monkey on the Village's website. Commissioner Melone felt it would be beneficial to obtain the information since the Board of Health was serving the community and it would be helpful to know the desires of the community. Commissioner Melone offered to compose a draft survey for future use.

Commissioner Freed questioned if there was a resource list for the different aspects of health (mental, abuse, drug abuse, etc.). Commissioner Melone felt putting together a list was a task that could be done by the Board of Health. Chairperson Shannon noted that the information was provided through the Illinois Department of Public Health. Health Inspector Klinger has a list of contact numbers for governmental agencies.

In response to Commissioner Birnbaum's question, Health Officer Klinger stated she receives the most phone calls about vaccinations mold.

Commissioner Melone found the resource directory on the Village's website but thinks it would be helpful to promote it for people that don't have access to it. Health Inspector Klinger will try and make copies. Commissioner Birnbaum felt it was a good idea to include in the bags.

Chairperson Shannon suggested including a simple survey at the health fair for those who don't have access to the Internet. She suggested getting input regarding interest in: water wellness, air wellness, safety, seat belt safety, child seat safety, drug and alcohol abuse, elder abuse, etc. She also suggested handing the survey out at the medication collection.

Commissioner Birnbaum suggested verbally asking the attendees and tracking it on a tally sheet versus having them fill out a form. Commissioner Melone suggested doing it both ways. Commissioner Birnbaum suggested also asking for e-mail addresses.

Chairperson Shannon questioned if the Board of Health needed to receive permission from the Village to use the Village's logo. Health Inspector Klinger agreed the Village logo could be used since the Board of Health was part of the Village. Chairperson Shannon suggested preparing a very simple survey. Commissioner Melone offered to send a draft survey to Health Inspector Klinger for distribution for comments. Commissioner Birnbaum thought it would be a great opportunity to begin collecting data.

Health Inspector Klinger referred to a Village e-mail database, she was unsure how it was used. The Commissioners indicated they don't receive e-mails from the Village. Commissioner Birnbaum mentioned that the Park District sends out e-mail blasts every week. The Village paper newsletter is mailed out to all Wheeling residents.

Commissioner Melone asked for suggestions on what to include in the short survey. Chairperson Shannon suggested adding physical activity, diet, health, nutrition, physical activity/exercise, mental health wellness, child abuse, domestic abuse, vaccinations, and chronic disease. Commissioner Birnbaum suggested environmental concerns. Chairperson Shannon suggested environmental health or

issues.

Commissioner Freed suggested going online to check templates of other surveys.

Commissioner Melone mentioned heart disease, depression, fitness, cholesterol, obesity, stroke, asthma, allergies, substance abuse, stress and anxiety.

Chairman Shannon thought people preferred responding to broader topics rather specifics. She also suggested having the surveys placed into a container to hold the papers.

Health Inspector Klinger confirmed she submitted the application to secure a spot. The loading time is 11:00 a.m. – 12:00 p.m. and the booth must be ready by 12:30 p.m. and torn down by 5:00 p.m.

Health Inspector Klinger will be sending out e-mails asking for input from everyone.

Commissioner Freed suggested that Health Inspector Klinger blind carbon copy everyone when sending out e-mails to the Board of Health to avoid someone from replying to all. Health Inspector Klinger explained it was OK to reply to all if more than two individuals didn't have a separate conversation. The public needs to be able to attend any meeting.

Chairman Shannon mentioned a 72-personalized pencil set was available at Oriental Trading Company for \$15.99. She suggested having the Wheeling Board of Health printed on the pencils.

VII. OLD BUSINESS - None

VIII. NEW BUSINESS - None

IX. VERBAL COMMUNICATION – None

X. ADJOURNMENT

A motion to adjourn the meeting was entered at 7:57 p.m. by Commissioner Birnbaum. Commissioner Melone seconded the motion. The motion received unanimous approval by the Board of Health.

Respectfully submitted,

Danene Shannon, Chairperson  
Wheeling Board of Health

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

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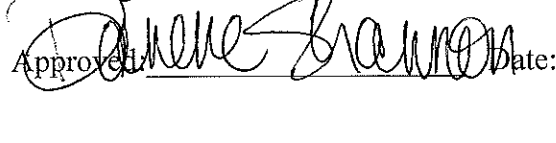
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Approved:  Date: May 22, 2018