

WORKSHOP MEETING

I. CALL TO ORDER

The meeting was called to order at 7:07 p.m. by Chairperson Shannon.

II. ROLL CALL

Present: Commissioners Birnbaum, Freed, Melone and Shannon. Health Officer, Serena Ivaldi was also present.

III. MINUTES - January 22, 2019 & February 26, 2019

Commissioner Birnbaum moved, seconded by Commissioner Melone to approve a date change from January 22, 2019 to November 27, 2018. The January 22, 2019 meeting was canceled.

Commissioner Melone moved, seconded by Commissioner Birnbaum to approve the minutes dated November 27, 2018 and the February 26, 2019 with the following correction.

- February 26 minutes – change Hailey’s last name to O’Brien

IV. CHANGES TO THE AGENDA

Ivaldi made a motion to discuss the Health Fair.

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. ONGOING BUSINESS

### (a) Meeting cancellations

- i. July 23, 2019
- ii. September 24, 2019

Health Officer Ivaldi announced the July 23 and September 24 meetings were canceled due to her maternity leave. She will return around the week of September 24<sup>th</sup> date, so she suggested scheduling a meeting in October and then the final 2019 meeting in December.

### (b) Blood Drive

- i. Past date – March 6<sup>th</sup>
- ii. Cancelled – July 3<sup>rd</sup>
- iii. Upcoming – November 6<sup>th</sup>

Health Officer Ivaldi reported the March 6<sup>th</sup> blood drive collected 24 units which was a little lower because there was no Alyx machine, but the same amount of people showed up.

The July 3<sup>rd</sup> collection is canceled. The next blood drive is scheduled on November 6<sup>th</sup>.

(c) Prescription Medication Collection update – February 16, 2019

Commissioner Birnbaum announced the collection was fairly business. Paul volunteered which was helpful. Three containers of sharps and pharmaceuticals were collected. She felt there were enough supplies for the next drive. Someone dropped off a bag of batteries which she recycled.

April 20<sup>th</sup> collection - Commissioner Melone

May 19<sup>th</sup> collection - Commissioner Free

June 15<sup>th</sup> collection - Commissioner Melone

July 20<sup>th</sup> collection - Commissioner Freed

August 17<sup>th</sup> collection - Commissioner Birnbaum

September 21<sup>st</sup> collection – Commissioner Birnbaum

October – Commissioner Freed

November – Commissioner Birnbaum

December – Commissioner Melone

The next scheduled meeting is on May 28<sup>th</sup>.

Commissioner Melone felt it was helpful to have two people at the collection. Health Officer Ivaldi mentioned that Paul had been volunteering every month. Commissioner Melone suggested recognizing him if he continues to volunteer. Commissioner Birnbaum appreciated Paul's help at the last collection, he arrived early and had started to set it up.

(d) Wheeling Walks program

Commissioner Birnbaum hopes there will be more people once the weather starts to get warmer. There

are core groups of people walking inside and outside. In May, walks on Wednesdays will be added at 10:00 a.m. She's hoping some of the seniors from the Park District will be joining them.

Commissioner Melone questioned if attendance was counted. Commissioner Birnbaum explained it was very informal, so attendance was not taken and was intended to be more social.

Commissioner Birnbaum contacted the woman athlete who swam from Florida to Cuba and who started a national walking group, Ever Walk. She contacted her to see if there was a way to tie in Wheeling Walks and one of their events.

Commissioner Melone suggested selling t-shirts to promote Wheeling Walks. Commissioner Birnbaum mentioned they gave away Wheeling Walks t-shirts at the beginning when someone finished 100 miles.

Commissioner Freed suggested printing certificates.

Chairperson Shannon suggested doing a social medial blast to promote Wheeling Walks. Health Officer Ivaldi mentioned it was advertised in the Village newsletter. Chairperson Shannon felt it was important for an extra boost especially with the addition of Wednesdays. Health Officer Ivaldi thought the Village's reader board was shared with the Park District. Commissioner Birnbaum has advertised on the reader board in the past. Health Officer Ivaldi agreed to advertise the addition of the second day in the newsletter.

Health Officer Ivaldi received a call from a resident that the Wheeling Walgreens was no longer taking controlled substances. Commissioner Freed felt it was misinformation. Commissioner Freed has

asked the pharmacist if they took controlled substances and was told they did. Health Officer Ivaldi will contact the Walgreens in Wheeling to confirm and then e-mail the outcome to the Commission.

## VII. OLD BUSINESS

### (a) Health Fair

Commissioner Birnbaum mentioned that two people from the Park District came to the last Board of Health meeting. The Health Fair is May 4<sup>th</sup> from 10:00 a.m. to 1:00 p.m. A vote could not be taken at the last meeting because there wasn't a quorum, but tentative approval was given. She felt it was a great opportunity to showcase the duties of the Board of Health.

Commissioner Birnbaum offered to volunteer at the health fair.

Health Officer Ivaldi distributed information on different inexpensive items that could be given away at the health fair. She referred to a jewelry assortment of 150 pieces for \$17.59. She thought that was the best bang for the buck. The Village paid for the giveaways last year so she didn't think it would be a problem for this year's event. The budget is \$100. Commissioner Melone questioned the age limit for the jewelry since she didn't want to give away anything that was a choking hazard. Health Officer Ivaldi read that the jewelry was for children 9 years and older. She suggested having them in a basket with a sign for children older than 9. Crayons and coloring books are available for purchase. There were leftover hand sanitizers and pencils that will be used.

Health Officer Ivaldi questioned if the Board of Health wanted their logo on the giveaway bags.

Commissioner Freed suggested putting a sticker on the bags. Health Officer Ivaldi mentioned there were reusable bags (\$36.09 for 50 bags). Commissioner Freed suggested using tissue paper in the bags, so the items don't get lost.

Commissioner Birnbaum thought the bags would be used for printed materials and the giveaways would be displayed on the table. This avoids giving something that was not age appropriate to someone in a bag. The hand sanitizers, pencils and crayons would be displayed, and the literature stuffed in the bags. The literature is left over from last year and the items displayed on the table would attract people to the table.

Commissioner Freed asked if someone at the booth would be taking blood pressure readings.

Commissioner Freed brought his machine last year and maybe used it on two people since it was also offered at other booths. Health Officer Ivaldi explained it could be done again this year, but medical advice should not be given.

Commissioner Freed asked to use the stands for the literature again to help keep the table organized.

The Board of Health banner will be used. Health Officer Ivaldi asked if the Board of Health wanted to use a tablecloth. The Board agreed a tablecloth (blue or red) should be used.

Commissioner Melone thought sunglasses (\$50 for 100) would be a good giveaway. Commissioner Birnbaum liked the sunglasses better than the bracelets since there wasn't an age limit. It was determined that sunglasses and crayons would be purchased. Commissioner Freed suggested asking the company if they ever donated or offered a discount to a health fair or village program.

The plastic totes are 8½" x 12" and the reusable fabric bags (15" x 16") are the larger grocery size bags. It was determined to purchase the large reusable totes.

Commissioners Melone, Freed and Birnbaum agreed to work the health fair and split the hours (9:00 a.m. – 2:00 p.m.).

Health Officer Ivaldi agreed to ask Jimenez if they could donate fruit again.

Commissioner Melone will make a poster board.

It was decided to order 50 sunglasses, bags and crayons. Commissioner Freed questioned if they were expecting a bigger turnout since it will be on a Saturday. Commissioner Birnbaum mentioned that Saturdays at the Park District were busy.

The shifts will be from 9:00-11:30 a.m. and 11:30 a.m.-2:00 p.m. Commissioners Freed and Melone offered to do the 9:00-11:30 a.m. shift and Commissioner Birnbaum will do the 11:30 a.m.-2:00 p.m. shift. Chairperson Shannon is not available, so Health Officer Ivaldi will ask Paul to help out.

In reply to Commissioner Melone's question, it was decided the poster board should advertise the duties of the Board of Health.

#### VIII. NEW BUSINESS

Commissioner Melone wants to increase the membership of the Board of Health. The maximum number is seven, but Health Officer Ivaldi thought they may reduce the number since it's been difficult to get seven members. Commissioner Melone felt the goal should be seven. Health Officer Ivaldi explained they want to reduce the number since it hasn't been filled in a long time. There has been discussion to drop it down to 5. Commissioner Melone felt it was nice to be able to share the responsibilities when there's a bigger group. Chairperson Shannon explained there was a time when

there were seven commissioners but not everyone was always available to assist.

Commissioner Melone questioned who was interested in joining the Board of Health. Health Officer Ivaldi mentioned a doctor had expressed interest. She explained when she interviews people, most people interested want to do a lot more than the Board can offer. Commissioner Freed suggested having more people on the Board of Health to allow additional projects to be done.

Health Officer Ivaldi explained that Paul decided against joining the Board of Health because he wanted to do more environmental projects. Commissioner Freed thought having someone extra would help in researching different projects. Health Officer Ivaldi explained it was out of the realms of the Board of Health duties. She suggested to Paul that he look into getting involved in an environmental group in Cook County.

Commissioner Freed agreed to research the duties of other Board of Health Commissions in the surrounding municipalities and report back at the next meeting.

Health Officer Ivaldi explained she tried to help steer Paul in the right direction. Chairperson Shannon offered to research a Board for Paul.



Health Officer Ivaldi explained she is realistic when someone asks about the duties of the Board of Health.

IX. VERBAL COMMUNICATION - None

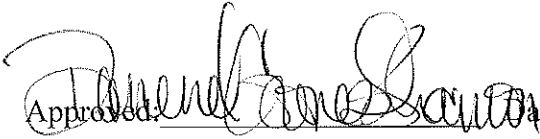
V. ADJOURNMENT

A motion to adjourn the meeting was entered at 7:58 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: May 28, 2019

