

BOARD OF HEALTH COMMISSION
Meeting Minutes
March 22, 2022, 6:00 pm
Conducted Remotely

Commission Members Present: Noel Chavez, Suzanne Feeney, Judy Carter, Jennifer Fritz, Abigail Silva

Commission Members Not Present: Wynne Lacey

Trustee Liaison Not Present: Susan Buchanan

Staff Liaisons Present: Theresa Chapple, Vanessa De La Mora, Cindy Hansen

Others Present: Karen Rothstein, Board of Health applicant

Call to Order. Dr. Chavez called the meeting to order at 6:00 pm.

Agenda Approval. The agenda was approved as presented.

Approval of the Minutes. Dr. Feeney moved and Dr. Carter seconded to approve the minutes of the January 15, February 15, and February 22, 2022 meetings.

Public Comment. There were no public comments submitted for this meeting.

Old Business:

IPLAN Planning. Ms. Hansen provided Ms. Semelka's update in her absence.

"The core IPLAN group meets every other week. We have begun the MAPP process, which consists of four community assessments and three additional phases that will list our goals and objectives for the next five years. An approved IPLAN is also a requirement for the health department's recertification with the state.

We're working on the Community Themes and Strengths Assessment. We will launch a community survey this week and share the link. We're starting to organize focus groups for priority populations. We have posted an RFP to engage with a consultant.

We thank Dr. Silva and Dr. Chavez for their interest in doing public health messaging on behalf of the Village. The next step is to meet with Ms. Semelka and the communications team to talk about goals and formatting, such as short video clips and social media posts."

Dr. Chapple said we're thinking about who can do focus group facilitation and develop a guide for people with disabilities, older adults, housing and food insecure, LGBTQ, teen, and African Americans. We want to complete the focus groups by end of April. Ms. Fritz suggested Beyond Hunger. Ms. De La Mora confirmed we have meetings scheduled with them and with Housing Forward.

Staffing Update. Dr. Chapple reported that we've hired a sanitarian. We also have a licensed environmental health supervisor who has accepted our offer. We made an offer to a grants coordinator and we are sending an offer for a farmers' market manager. We are still hiring for a public health nurse and a COVID-19 epidemiologist fellow. Open positions are posted on the Village website: <https://www.oak-park.us/your-government/human-resources-department>

Filling the member vacancy seat. Dr. Chavez has interviewed six applicants and has scheduled two more. Once she interviews everyone, she will send her recommendations to the head of the community engagement commission. They will make a recommendation to Vicki Scaman who will make her recommendation to the Board of Trustees who will make the appointment.

Incorporating youth voices. Ms. Fritz acknowledged that now may be a more supportive and welcoming environment for a youth to serve on our board. Dr. Feeney said we are looking to instead engage them in the work we're doing, like *A Day in Our Village*. Dr. Chavez said we can involve them in developing the adolescent focus group guide and we can work with Positive Youth Development (PYD) run by Oak Park Township. Ms. De La Mora said they have a National Take Back Day on April 30. She will forward the information to board members.

Dr. Chavez wonders if there is a health careers club at OPRF. Dr. Silva will check her OPRF emails. Dr. Chapple said she worked with a high school student last summer who volunteered at COVID testing events. Students may also participate in our health education campaigns with a video clip or Tik Tok challenge.

New Business:

A Day in Our Village. Ms. Hansen provided Ms. Semelka's report in her absence.

"This community event is returning after a two-year hiatus, from 11 am to 4 pm on Sunday, June 5. Historically, both the health department and the Board of Health had separate booths. Village Commissions receive booths at no charge but must register by the May 13 deadline. If the Board would like a booth, the link to register is: <https://www.oak-park.us/our-community/community-events/day-our-village/day-our-village-exhibitor-registration>."

Dr. Chavez said local organizations set out tables and materials and you talk to people as they walk through Scoville Park. It gives people a sense of who we are and what we do and our role in helping the Village. One year we had a mystery box where kids reached in and tried to identify the vegetable and we gave them a coloring sheet. We've also provided a bowl of condoms and talked about food safety, lead, and ticks and mosquitos.

Dr. Feeney, Ms. Fritz, and Dr. Chavez are out of town that weekend. Dr. Silva and Dr. Carter will be in town. Dr. Chapple suggested we do a joint table this year with the health department and the Board of Health.

Dr. Silva suggested highlighting what the health department does for the community in addition to COVID. Dr. Chavez suggested having a giant wheel of the different elements in different colors and having people talk about them. Dr. Silva suggested we advertise our open positions. Dr. Chavez is happy to work with the planning group to provide a historical perspective. We will keep this on the agenda for the coming months.

Other - Norovirus. Dr. Chapple is excited that COVID is starting to calm down some, though norovirus is picking up and we have a major outbreak at a school. We're going to put a message out to the community soon about norovirus and norovirus prevention. Dr. Feeney offered to do a one-minute clip about norovirus and how to stay safe. She would like to script it out for someone to review.

Adjourn. With no further business, Dr. Silva moved and Dr. Carter seconded to adjourn. Dr. Chavez adjourned the meeting at 6:44 pm.