

**Minutes of the
Chicago Board of Health
Wednesday, November 29th
9:00 AM – 10:30 AM
DePaul Center
333 S. State Street, 2nd Floor Boardroom (Room 2002)**

I. Roll Call

Quorum was not established based upon the following:

Present In-Person: Joel Johnson, MEd
Steven Rothschild, MD
Carmen Vergara, MPH, RN-BSN
Óscar Iván Zambrano, MPH, MBA, CDM

Present Remote: Janet Lin, MD, MPH, MBA,
Debra Wesley, MSW

Absent: Rosa Martínez Colón, MS
Horace E. Smith, MD

For the Department: Jennifer Vidis, Deputy Commissioner
Chicago Department of Public Health

II. Call to Order

The meeting was called to order at 9:01 am by Steven Rothschild, M.D.

Approval of the Minutes

The Board did not establish a quorum, therefore, could not motion to approve the October minutes.

IV. Commissioner's Update

Deputy Commissioner Vidis provided the following department wide COVID and non-COVID.

- **CDPH Commissioner Update**
 - Newly appointed Commissioner Dr. Olusimbo “Simbo” Ige, MD, MS, MPH.
 - On November 13, Mayor Brandon Johnson announced the appointment of Dr. Ige as Commissioner of the Chicago Department of Public Health. Dr. Ige served as the Managing Director of Programs for the Robert Wood Johnson Foundation and served as the Assistant Commissioner for the New York City Department of Health and Mental Hygiene.
- **Bureau of Community Health**
 - Community Health Response Corps (CHRC) Q3 Update

- CHRC focuses on various community health outreach initiatives for CDPH’s Healthy Chicago 2025. The CDRC collaborates with the Chicago Cook Workforce Partnership and network of community health workers and leverages the infrastructure of the COVID-19 Contact Tracing Corps.
 - In Q3, the program conducted 416 community outreach events related to public health topics and focused on 16 priority communities in the South and West Side.
 - Deployed a resource hub call center to complete 1,394 calls, with a high ratio of outbound versus inbound calls.
 - The CHRC served 74,294 residents through 1153 neighborhood events and community canvassing in the South and West Side. The center has served 4156 residents and referred a total of 8,796 residents to social services in 2023.

- **Bureau of Behavioral Health**
 - Suicide Prevention Initiative
 - The Office of Mental Health launched a suicide prevention initiative that trains 57 staff across bureaus to become certified instructors of the QPR Gatekeeper Suicide Prevention curriculum. Question, Persuade, and Refer is an emergency intervention that equips people with skill to navigate suicide with loved ones and within their work.
 - Public Health Vending Machines
 - On 11/17/23, joined by Mayor Brandon Johnson and community partners, CDPH launched 5 public health machines across the city to address the opioid crisis. The event was held at the DFSS Community Service Center in Garfield Park.

- **Bureau of Health Protection**
 - National Influenza Vaccination Week
 - Observed from December 4-8 is a national awareness week focused on highlighting the importance of influenza vaccination. CDPH will host several walk-in influenza/COVID-19 clinics.
 - December 2nd – Kennedy King College
 - December 9th – Malcom X College
 - Immunization Program at City Shelters
 - Flu and COVID-19 vaccination events will be held at the City’s New Arrivals temporary congregate shelters in partnership with UIC, RUSH, Alivio, and CORE.

- **Office of the Chief Medical Officer**
 - “Dear Colleague” Letter
 - On Tuesday, 11/28, in collaboration with multiple CDPH teams, the Office of the CMO released guidance on the following topics for healthcare providers:

- Access to Primary Care
- Infection Prevention & Control
- Immunizations and Vaccine-Preventable Disease
- Syndemic Infections Disease
- Behavioral Health
- Pre-Natal Care, Newborn Care, & Early Childhood Nutrition Support
- Reproductive Health.

Board Member Comments and Questions:

- Regarding the public health vending machines, how were the locations selected and is there an opportunity for CBOs to partner with CDPH to determine the location of the next vending machines?
 - The placement of the vending machines was determined through overdose hotspot data that identifies the South and West sides with the highest trends. Partnership information will be followed up with the team overseeing that project.
- How should institutions interpret the recently distributed “Dear Colleague” letter?
 - The letter serves as healthcare partner guidance and visibility to the City’s involvement in the New Arrivals response. Specific care management needs should still be coordinated through the Office of Emergency Management & Communications.
- Reiterates that the overall response to the New Arrivals is a unified command, which supports various responses for coordination to healthcare services.
- Regarding the community health core: the initiative stemmed from COVID-19 recovery dollars, what is the structure to evolve beyond the initial intention and how will that effort sustain?
 - Additional information will be available by Mervin Dino, who spearheads the program, regarding the sustainability of the work.

V. Board President’s Comments:

- **Dr. Janet Lin:** I am looking forward to the incoming of the new CDPH Commissioner and happy see a high caliber of candidates in the selection pool. Also happy to hear the Board’s suggestions, concerns, and primary topics associated with the incoming commissioner were considered.

VI. Presentation:

Department: City of Chicago Department of Law

Title: Open Meetings Act

Speaker: Redeatu Kassa, Chief Assistant Corporation Counsel

Rey Phillips Santos, Senior Assistant Corporation Counsel

Board Member Comments and Questions:

- The Board currently has nine members but a one vacancy, is that enough to establish quorum?
 - Regardless of vacancy, the members are still nine and require five in person members to establish quorum.
- Is email correspondence with more than three members considered a meeting and what is the best practice to handle email conversations with multiple members?
 - The Open Meetings Act applies to contemporaneous exchanges such as in person meetings and video calls. Email exchanges could be considered contemporaneous if there are continuous email exchanges.
- How does the Board hold quorum to allow remote participation if there is no initial quorum?
 - The Board will need to wait to establish in person quorum first. Once quorum is established, a motion for remote participation can be made.
- What are the posting guidelines regarding special meetings and regular meetings?
 - Need to follow the posting procedures outlined by the Open Meetings Act and give appropriate public notice.
- Is there a time frame to give notice regarding remote participation of a Board member?
 - No, there is no specific time frame but member must comply to the four given excuses outlined by the OMA, and are not considered in person for attendance purposes.
- Are there a minimum number of meetings Board members are required to attend in person?
 - There are no minimum number of meeting requirements.
- Are there any pros and cons to the bylaws established by the Board?
 - Bylaws hold significance but procedural delegation is handled and administered by the Board. The Board of Health is authorized to delegate all provisions and procedures of their meetings.
- The Board of Health does not have documents or bylaws established for meetings and would like to know if that is a violation of OMA.
 - Bylaws are not required and only authorized at the Board's discretion.
- Are there issues with the cancellation of the December BOH meeting and should there be reconsideration?
 - It is critical to take consideration of all meeting dates and any changes must provide 48-hour notice.

VII. Public Comments

There was no public comment.

VIII. Standing Business

There was no standing business.

IX. **New Business**

There was no new business.

X. **Old Business**

There was no old business.

XI. **Adjourn**

The meeting was adjourned at 10:25 am by Dr. Steven Rothschild.