

CLARK COUNTY *Meeting of* HEALTH DEPARTMENT

April 30, 1974

ADGENDA

MINUTES OF PREVIOUS MEETING
REPORT OF STATE AUDIT-70, 71, 72
PERSONNEL CHANGES
BUDGET & SALARIES
JOB DESCRIPTIONS & OFFICE POLICIES
MONTHLY REPORTS
NEW RELEASES
CORRECTED ORDINANCE
RABIES, MOSQUITO CONTROL, SEPTIC TANKS
PROGRESS REPORT
ADJOURNMENT

Meeting of
CLARK COUNTY BOARD OF HEALTH

April 30, 1974

A business meeting of the Clark County Board of Health was held at the Wheel Cafe in Sellersburg at 6:30 PM on Tuesday, April 30, 1974.

The following members were present: Dr. Robert Robertson, Dr. Emmett Spieth, Dr. L. D. Bower, Mr. William Brummett, Mr. Art Schneiter, and Dr. Robert McKechnie. Board members not present were: Mr. Herman Miller and Dr. Norman Forsee. Health department employees present were: Mr. Norman Labhart, Mr. Arthur Reichle, Mr. William Seibel, Mr. Rolland Fifer, Mrs. Carol Deaton and Mrs. Doris Simmons.

The minutes of the previous meeting were approved as reported.

Report of the Audit by the State Board of Accounts for the years 1970, 1971, and 1972 was presented and it was reported that all recommended changes in accounting procedures were initiated on January 1, 1974.

Regarding the filling of the Public Health Nurse opening created by the passing of Marie Belver, PHN, Dr. McKechnie recommended trying to locate a nurse with a masters or BS degree as well as Public Health experience to initiate a good nursing program for the department. Dr. Bower moved, Mr. Brummett seconded and the motion passed to follow this recommendation.

Mr. Brummett moved, Dr. Bower seconded and the motion passed to give approval to the hiring on a part time basis, Mr. Seibel, Vector Control, and Mr. Fifer, Sewage Treatment Plants.

Dr. McKechnie recommended to the board that Mrs. Deaton be made a permanent employee to replace Mrs. Natalie Frakes who has been on leave of absence and will not be returning. Mr. Brummett moved, Dr. Robertson seconded and the motion passed to follow this recommendation.

Dr. McKechnie recommended to the board that Mr. Labhart's salary be increased to \$12,000.00 annually, effective July 1, 1974, explaining that he felt that with Mr. Labhart's knowledge and experience he would be worth that to the department. After discussion Mr. Brummett moved, Dr. Bower seconded and the motion passed.

By consent the board agreed for the Health Officer to prepare the proposed budget for 1975 to be submitted to the board without a meeting being called. If board members had any questions concerning the proposed budget a special meeting would be called.

After some discussion of the newly drawn job descriptions and personnel policies it was agreed to table the matter until the next meeting to give more time to review them.

There was general discussion regarding monthly reports of department activities to board members to keep them abreast of activities and progress in

the department. Periodic news releases were approved by the board as long as they received copies in advance. It was agreed that the progress report as submitted should be released to the elected officials to give them an awareness of department activities. There was general discussion regarding department involvement in rabies control, mosquito control and septic tanks.

Dr. Spieth made the motion, seconded by Dr. Bower, that the Burning Ordinance as previously submitted be approved. The motion passed.

Mr. Labhart gave a brief report to the board of the department's involvement in disaster aid following the April 3rd tornado. One sanitarian was activated with the Civil Defense, another sanitarian spent several days helping the Jefferson County Health Department in the Madison and Hanover area. Water samples were taken in the Borden area with reports back within 24 hours on the safety of the water in the Borden area. The Public Health Nurse worked with the Red Cross in the Borden area. Department sanitarians saw to it that poultry from a destroyed poultry farm in the area were buried outside the watershed area. The department worked with HUD on trailers brought in for temporary housing. Trailer and septic system permits for tornado victims were waived by the County Commissioners.

Mr. Labhart reported on the work being done toward obtaining a countywide sewer district.

The meeting adjourned at 9:45 PM.

Respectfully submitted,

Robert K. McKechnie, MD

Robert K. McKechnie, MD, Director

Meeting of
CLARK COUNTY BOARD OF HEALTH

June 26, 1974

A called meeting of the Clark County Board of Health was held at 7:30 PM on June 26, 1974 in the office of the Clark County Health Department.

The following members were present: Mr. Herman Miller, Mr. William Brummett, Mr. Art Schneither, Dr. L. D. Bower, Dr. Emmett Spieth and Dr. Robert K. McKechnie. Not present were: Dr. Robert Robertson and Dr. Norman Forsee. Health department personnel present were: Norman Labhart and Doris Simmons.

The meeting was called for presentation and discussion of the proposed budget for the year 1975. Attached is a copy of the budget as revised and submitted to the County Council.

The meeting was adjourned.

Respectfully submitted,

Robert K. McKechnie, MD

Robert K. McKechnie, MD, Director

Meeting of
CLARK COUNTY BOARD OF HEALTH
October 30, 1974

ADGENDA

MINUTES OF PREVIOUS MEETINGS
REAPPOINTMENTS-DR. McKECHNIE
DR. BOWER
DR. FORSEE
JOB DESCRIPTIONS & PERSONNEL POLICIES
APPROPRIATION FOR 1975
IMMUNIZATION PROJECT
NURSING SECTION
GRANT-SICKLE CELL SCREENING
NEW EMPLOYEE
REPORT OF DEPARTMENT ACTIVITIES
ADJOURNMENT

Meeting of
CLARK COUNTY BOARD OF HEALTH
October 30, 1974

A business meeting of the Clark County Board of Health was held at the Wheel Cafe in Sellersburg at 6:30 PM on Wednesday, October 30, 1974.

The following members were present: Dr. Robert Robertson, Dr. L. D. Bower, Mr. Herman Miller, Mr. William Brummett, Mr. Art Schneider and Dr. Robert McKechnie. Not present were Dr. Norman Forsee and Dr. Emmett Spieth. Health department personnel present were: Iris Holdaway, Peggy Stengel, Doris Simmons, Kent Wells and Norman Labhart.

The minutes of the previous meetings were approved as submitted.

Iris Holdaway, PHN, informed the Board just what the activities of the nursing section involved; the types of service were provided as well as the size of the case load for the various services. Peggy Stengel was introduced to the Board as the new Public Health Nurse. The immunization Program, provided by State Grant, was explained by Dr. McKechnie and Kent Wells, the Project Representative, was introduced. Dr. McKechnie explained that there was money available through State Grant for a Sickle Cell Anemia Screening Program and Board approval was given for applying for this grant.

The following reappointments were made: Dr. Robert K. McKechnie, Health Officer and Dr. L. D. Bower, member of the Board. Dr. F. S. Horlander was a new appointment to the Board since Dr. Norman Forsee asked not to be reappointed. All appointments were for four years beginning January 1, 1975.

Mr. Labhart reported concerning activities in the sanitation section. He spoke briefly concerning problems in the county with both water supplies and sewage disposal. The county wide sewer district proposal was discussed.

Motion was made by Mr. Brummett to approve the hiring of Peggy Stengel, Kent Wells, and Rosemary Sparkman. Dr. Bower seconded and the motion carried.

The new personnel policies were discussed. It was decided the the section on jury duty should be clarified to read " Leave of absence pay or jury pay, whichever is smaller, shall be returned to the Health Department fund." After this change, Mr. Miller made the motion, seconded by Dr. Robertson, and the motion carried to adopt the new personnel policies. Discussion of the job descriptions was tabled till the next meeting.

The meeting was adjourned at approximately 9:45 PM.

Respectfully submitted,

Robert K. McKechnie, MD

Robert K. McKechnie, MD, Director