

**CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
JANUARY 26, 2011**

The meeting was held at the Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

Board Members present were: Dr. Kemper, Dr. Howard, Terry Natterman, Fay Allen, Dr. Martin and Dr. Thaker

Board Members Absent: Ed Johnson

Staff Present: Dr. Burke, Bridget McCurdy and Mike Meyer

Dr. Howard called the meeting to order at 8:00 A.M.

The minutes of the previous meeting were reviewed. Dr. Martin made a motion to approve the minutes. Dr. Thaker seconded the motion. The motion passed unanimously.

ELECTIONS

Dr. Martin made a motion to retain the current officers, Dr. Howard Chairman and Dr. Thaker Vice Chairman. Dr. Kemper seconded the motion. The motion passed unanimously.

ACCREDITATION

Mr. Meyer reported department staff have completed Lean Six Sigma training. The course prepared staff on methods of Quality Improvement. Ms. Natterman presented a draft mission statement from the committee. After feed back form the Board the committee will revise the statement and present again.

INALBOH (Indiana Association of Local Boards of Health)

Dr. Howard reported: (1) a conference call discussing obesity issues had taken place. Johnson County reported on their ongoing projects. (2) The next conference call will occur in March and Dr. Howard will advise time and date.

TRAVEL IMMUNIZATIONS

Dr. Burke and Ms. McCurdy discussed possible initiation of a program to provide travel immunizations. Currently patients are referred to a clinic in Louisville that specializes in these services. Costs of administration and logistics of a program were considered. Staff will proceed to gather more information and report at the next Board meeting.

OLD BUSINESS

Dr. Burke reported the Web based death registry system the State legislature mandated had begun January 1. He reported multiple problems had been encountered and staff have spent a great deal of time assisting Doctors to complete the process. Dr. Burke reported the survey of Mr. Meyer and himself the employees completed would be provided to Board members before the next meeting for their review.

PERSONNEL COMMITTEE

Dr. Howard appointed Dr. Thaker, Dr. Kemper and Ms. Natterman to the personnel committee. The committee will work with staff to revise the personnel policy.

NEW BUSINESS

Next meeting date set for April 13, 2011 8:00 A.M.

ADJOURN

There being no further business Dr. Thaker motioned to adjourn the meeting. Ms. Allen seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:30 A.M.

Dr. Howard
Board Chairman

CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
APRIL 13, 2011

The meeting was held at the Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

Board Members present were: Ed Johnson, Dr. Howard, Dr. Martin and Dr. Thaker

Board Members Absent: Dr. Kemper, Terry Natterman, Fay Allen

Staff Present: Dr. Burke, Bridget McCurdy and Mike Meyer, Kay Branham, Scott Wilson, Pam Hudson, Dororty Waterhouse Brad Meixell

Dr. Howard called the meeting to order at 8:00 A.M.

The minutes of the previous meeting were reviewed. Ed Johnson made a motion to approve the minutes. Dr. Thaker seconded the motion. The motion passed unanimously.

ANNUAL REPORT 2010

Mr. Meyer commented on revenue and expenditures for the year. Supervisors of each program reviewed their statistics for the year. Mr. Johnson made a motion to approve the annual report. Dr. Martin seconded the motion. The motion passed unanimously.

INALBOH (Indiana Association of Local Boards of Health)

Dr. Howard reported: (1) the group has prepared an orientation guide for Board members. Copies will be distributed when available.

TRAVEL IMMUNIZATIONS

Dr. Burke and Ms. McCurdy discussed initiation of a program to provide travel immunizations. It was proposed patients would be required to have an order from their physician to receive the required immunizations. The patient would be required to pay the cost of the vaccine plus an administration fee. The proposed fee was five dollars per immunization with a twenty dollar maximum per patient per visit. Further action was tabled until the next meeting so all department fees could be reviewed and presented to the Board for approval.

MISSION STATEMENT

The proposed draft was discussed and further revisions were proposed.

OLD BUSINESS

Mr. Meyer reported the State budget agency had approved the Health Department budget as submitted by the Board and approved by the County Council.

PERSONNEL COMMITTEE

Mr. Meyer reported staff have not been able to meet to forward the draft to the committee. A staff meeting has been scheduled before the next Board meeting.

NEW BUSINESS

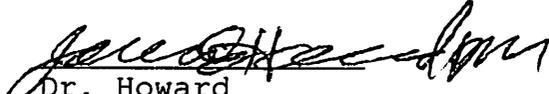
Dr. Burke reported he had attended a national meeting of the Multi State Learning collaborative sponsored by the Robert Wood Johnson Foundation. The meeting reviewed projects that had been completed by participating State and local health departments across the nation. Our department had one of our projects reviewed that had been the product of our staff Lean Six Sigma training.

Next meeting date set for May 18, 2011 8:00 A.M.

ADJOURN

There being no further business Mr. Johnson motioned to adjourn the meeting. Dr. Thaker seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:15 A.M.


Dr. Howard
Board Chairman

**CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
MAY 18, 2011**

The meeting was held at the Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

Board Members present were: Terry Natterman, Fay Allen, Dr. Howard, Dr. Martin and Dr. Thaker

Board Members Absent: Dr. Kemper, Ed Johnson

Staff Present: Dr. Burke, Mike Meyer, Kay Branham, Scott Wilson, Pam Hudson, Dororty Waterhouse

Dr. Howard called the meeting to order at 8:05 A.M.

The minutes of the previous meeting were reviewed. Dr. Martin made a motion to approve the minutes. Ms. Allen seconded the motion.

HEALTH DEPARTMENT FEES

Pam Hudson discussed an updated fee proposal for the prenatal clinic. After discussion Ms. Allen made a motion to approve the fee schedule as presented. Dr Thaker seconded the motion. The motion passed unanimously. Dr. Burke presented the fee schedule for the new Travel immunization program. Patients would be charged cost for the vaccine plus an administration fee of \$5 per immunization with a maximum \$20 charge per visit. The patient will be required to have an order from their healthcare provider stating which vaccines are to be administered. Ms. Branham proposed increasing the fee from \$10 to \$20 for paternity affidavits due to law changes that require substantial more staff time. The fee schedule for environmental programs was presented by Scott Wilson. Changes to this schedule were in terms used to update to codes the fees were associated with. Dr. Martin made a motion to approve all changes as submitted. Ms. Allen seconded the motion. The motion passed unanimously. The fees will be forwarded to the County Commissioners for their approval.

INALBOH (Indiana Association of Local Boards of Health)

Dr. Howard reported: (1) the group has prepared an orientation guide for Board members will be distributed soon. (2) He is no longer a Board officer.

MISSION STATEMENT

The proposed draft was discussed and a final revision agreed upon.

Mission Statement

The Clark County Board of Health's mission is to promote a safe and healthy community for people of Clark County.

Ms. Allen made a motion to approve the mission statement. Dr. Thaker seconded the motion. The motion passed unanimously.

OLD BUSINESS

Dr. Burke reported mosquito season had started and department staff had been interviewed for a story on television news about the problems from the recent wet weather and increased mosquito activity.

NEW BUSINESS

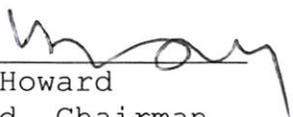
Dr. Burke reported the Community Health assessment had the first two sessions with good participation from community partners. The next session is scheduled for May 25, 2011 and Board members are encouraged to attend. Mr. Meyer reported property tax caps had been reached and the health department tax levy would be reduced by \$40,000. At this time the reductions will not affect personnel.

Next meeting date to be determined.

ADJOURN

There being no further business Dr. Thaker motioned to adjourn the meeting. Ms. Allen seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:05 A.M.



Dr. Howard
Board Chairman

DR. THAKER VICE CHAIR FOR DR. HOWARD

**CLARK COUNTY BOARD OF HEALTH
EXECUTIVE SESSION
MEETING MINUTES
JUNE 15, 2011**

The meeting was held at the Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

Board Members present were: Terry Natterman, Dr. Thaker, Dr. Kemper

Board Members Absent: Fay Allen, Dr. Howard, Dr. Martin, and Ed Johnson

Staff Present: Dr. Burke, Mike Meyer
Dr. Thaker called the meeting to order at 8:56 A.M.

No subject matter was discussed other than individuals over whom the Board has jurisdiction to receive information concerning alleged misconduct.

Dr. Kemper motioned to adjourn the meeting. Ms. Natterman seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:30 A.M.



Dr. Thaker
Board Vice Chairman

**CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
JUNE 15, 2011**

The meeting was held at the Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

Board Members present were: Terry Natterman, Dr. Thaker, Dr. Kemper

Board Members Absent: Fay Allen, Dr. Howard, Dr. Martin , Ed Johnson

Staff Present: Dr. Burke, Mike Meyer, Brad Meixell
Dr. Thaker called the meeting to order at 8:10 A.M.

The minutes of the previous meeting were reviewed. Ms. Natterman made a motion to approve the minutes. Dr. Thaker seconded the motion. The motion passed unanimously.

HEALTH DEPARTMENT BUDGET

Mr. Meyer presented the proposed budget for 2012. Due to new requirements by the State Board of Accounts all grants must be in separate budgets starting in 2012. The proposed budgets are essentially the same as the current year. After discussion Dr. Kemper made a motion to approve the budgets as submitted. Ms. Natterman seconded the motion. The motion passed unanimously. Mr. Meixell presented the budget for the Office of Emergency Communications (911). Dr. Kemper made a motion to approve the 911 Budget. Ms. Natterman seconded the motion. The motion passed unanimously.

OLD BUSINESS

PERSONNEL POLICY

Dr. Burke reported he has reviewed the policy with the staff and final draft is being prepared for the committee to review.

NEW BUSINESS

None reported

ADJOURN

There being no further business Dr. Kemper motioned to adjourn the meeting. Ms. Natterman seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:55 A.M.



Dr. Thaker
Board Vice Chairman

**CLARK COUNTY BOARD OF HEALTH
EXECUTIVE SESSION
MEETING MINUTES
OCTOBER 11, 2011**

The meeting was held at the Medical Arts Building Room 101 Sparks Ave. Jeffersonville IN.

Board Members present were: Terry Natterman, Dr. Thaker, Dr. Kemper Fay Allen, Dr. Howard, Dr. Martin and Ed Johnson

Board Members Absent: None

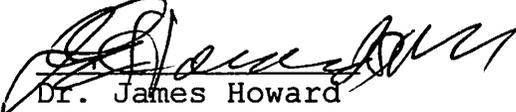
Staff Present: Dr. Burke, Mike Meyer

Dr. Howard called the meeting to order at 7:45 A.M.

No subject matter was discussed other than individuals over whom the Board has jurisdiction to receive information concerning alleged misconduct.

Dr. Kemper motioned to adjourn the meeting. Ms. Natterman seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:15 A.M.



Dr. James Howard
Board Chairman

CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
OCTOBER 11, 2011

The meeting was held at the Medical Arts Building Room 101 Sparks Ave. Jeffersonville IN.

Board Members present were: Terry Natterman, Dr. Thaker, Dr. Kemper, Fay Allen, Dr. Howard, Dr. Martin, and Ed Johnson

Board Members Absent: None

Staff Present: Dr. Burke, Mike Meyer

Dr. Howard called the meeting to order at 8:15 A.M.

The minutes of the previous meeting were reviewed. Mr. Johnson made a motion to approve the minutes. Dr. Thaker seconded the motion. The motion passed unanimously.

CHECKING ACCOUNT

Mr. Meyer requested approval to move the Health Department checking account from Fifth Third Bank to Regions Bank because of the location of a Branch closer to the health department office. Dr. Martin made a motion to approve the move. Mr. Johnson seconded the motion. The motion passed unanimously.

OLD BUSINESS

PERSONNEL POLICY

Dr. Burke reported he has reviewed the policy with the staff and a final draft is being prepared for the committee to review. Mr. Meyer reported budget submitted to council by the Board appears to be unchanged at this time.

NEW BUSINESS

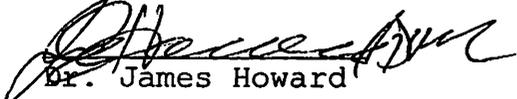
Dr. Burke reported a case of West Nile virus in a human had been identified thru screening of a blood donor.

The Board discussed the ongoing investigation by the State Board of Accounts into the loss of funds at the department. Dr. Kemper made a motion supporting Dr. Burke and Mr. Meyer's handling of the situation and to withhold any further action on the matter until the investigation is completed. Dr. Martin seconded the motion. The motion passed unanimously.

ADJOURN

There being no further business Dr. Kemper motioned to adjourn the meeting. Dr. Martin seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:45 A.M.


Dr. James Howard
Board Chairman