

Meeting of
CLARK COUNTY BOARD OF HEALTH

January 31, 1973

AGENDA

MINUTES OF LAST MEETING

NEW BOARD MEMBER

RULES AND REGULATIONS-DRAFT

GOVERNMENT SURPLUS

COMPLAINTS-FORM LETTER

PROGRESS OF CLINIC

ADJOURNMENT

Meeting of
CLARK COUNTY BOARD OF HEALTH
January 31, 1973

The meeting of the Clark County Board of Health was held on Wednesday, January 31, 1973 at 7:30 PM at the office of the Clark County Health Dept.

The following members were present: Mr. Herman Miller, Mr. William Brummett, Dr. L. D. Bower, Dr. Emmett Spieth, and Dr. Robert McKechnie. Mr. Norman Labhart, Health Department sanitarian was also present. Not present were: Dr. Norman Forsee, Dr. Robert Robertson and Mr. Arthur Schreiber.

The minutes of the previous meeting were approved as reported.

Dr. McKechnie explained to the board that Mr. Labhart had been working on rules and regulations governing the work of the health department. It was agreed by the board to proceed with completing of these rules and regulations governing just what the health department can do or can not do. When these regulations are completed they will be presented to the county commissioners for their approval.

Dr. McKechnie explained to the board that health departments hold a high priority for obtaining government surplus furniture and equipment. The necessary application will be forwarded to the proper agency to obtain the necessary authorization to take advantage of this surplus.

Form letters to be used to acknowledge receipt of complaints by the department were discussed and approval for their use was given.

Dr. McKechnie reported on the progress of the clinics.

The meeting was adjourned at 8:30 PM.

Respectfully submitted

Robert K. McKechnie, MD

Robert K. McKechnie, MD
Director

RKM:ds

Meeting of
CLARK COUNTY BOARD OF HEALTH

April 30, 1973

AGENDA

MINUTES OF LAST MEETING

TB TESTING - SCHOOL PERSONNEL
SKIN TESTING FOR STUDENTS
LETTERS TO SUPERINTENDENTS

CLINIC FUNDING

BUDGET

LAW-COUNTY COUNCILS

ADJOURNMENT

Meeting of
CLARK COUNTY BOARD OF HEALTH

April 30, 1973

The meeting of the Clark County Board of Health was held on Monday, April 30, 1973 at 6:15 PM at the office of the Clark County Health Dept.

The following members were present: Dr. Robert Robertson, Dr. L. D. Bower, Mr. William Brummett, Mr. Herman Miller, Mr. Arthur Schneiter, and Dr. Robert McKechnie. Mr. Norman Labhart, health department sanitarian was also present. Not present were: Dr. Norman Forsee and Dr. Emmett Spieth.

The minutes of the previous meeting were approved as reported.

Dr. McKechnie reported that the TB skin testing would again be given to 7th & 10th graders under the auspices of the Health Department followed by Mantoux tests for any positive reactors. Dr. McKechnie reported that with the closing of the TB Association the required testing of school personnel posed a problem. Letters were sent to the school corporation superintendents in Clark County explaining that skin testing of teachers will be done through the health department, thereby saving the county an expenditure of approximately \$30,000 for x-rays. The school corporations would reimburse the health officer for the materials used. Any positive reactors would have to be x-rayed.

Dr. McKechnie explained the the Well Baby-Family Planning Clinics are on a grant reimbursed by the state and renewed each year. At the moment there is a possibility the grant may not be funded for 1973-74, in which case, the health department would have to seek help from county organizations.

Budget for calendar year 1974 will be reviewed at the next board meeting. There was some discussion of the law before the legislature that would put the setting of professional salaries for health department personnel back into the hands of the county council. As of this date it is not known whether this law has been signed.

Norman Labhart reported on the progress in compiling the new proposed rules and regulations. He has consulted professional people in the area, other sanitarians and engineers on sewage problems and expects to have the complete rules and regulations in the hands of all board members before the end of May. Discussion in detail on the proposal will be held at the next board meeting. A soil map of Clark County was shown and described as being fairly accurate. Mr. Labhart has been meeting with Planning & Zoning, working with the Building Commissioners, and cited several examples of problem areas in the county. It was reported that the Washington sewer district has been approved by the state. The New Washington area will be eligible to get federal monies to install a sewage system. Mr. Labhart reported that State Bill 100 has been passed giving permission to form sewer districts.

2nd pg et seq
MISSING

Meeting of
CLARK COUNTY HEALTH DEPARTMENT
August 29, 1973

AGENDA

MINUTES

NEW SANITARIAN

NEW MANPOWER EMPLOYEES

BUDGET

ORDINANCES

ADJOURNMENT

Meeting of
CLARK COUNTY BOARD OF HEALTH
August 29, 1973

A dinner and business meeting of the Clark County Board of Health was held on Wednesday, August 29, 1973 at 6:30 PM at the Wheel Cafe in Sellersburg, Indiana.

The following members were present: Dr. Robert Robertson, Dr. L. D. Bower, Dr. Emmett Spieth, Mr. William Brummett, Mr. Herman Miller, Mr. Arthur Schneiter, and Dr. Robert McKechnie. Mr. Norman Labhart, Mr. Arthur Reichle, Mr. Ed Snelling, and Jack Sutherland, health department sanitarians, and Mrs. Natalie Frakes, secretary, were also present. Not present was Dr. Norman Forsee.

The minutes of the last meeting were approved as reported.

Ed Snelling was presented to the Board as a full time sanitarian. Mr. Snelling had previously been an EEA, or manpower employee. Dr. McKechnie reported that Mrs. Carol Deaton has replaced Mrs. Donna Covert, and introduced Mr. Jack Sutherland to the Board as the new manpower employees.

Further review and discussion was held on the previously approved budget.

The Bill, Public Law #162, Re: Health Departments was brought to the Board's attention. Dr. McKechnie read the bill in part, 'The authority to fix salaries of officers, deputies, assistants and employees whose salaries are payable from any county fund, except as hereinafter provided, and subject to the provisions of this chapter, is hereby vested in the county council. Also, except as hereinafter provided, the authority to fix the number of deputies, assistants and other employees whose salaries are payable from any county fund, is hereby vested in the county council.'

'The authority to recommend and fix salaries hereby conferred shall include the authority to describe and classify positions and services, to adopt schedules of salaries and to hire or contract with persons to assist in the development thereof; however, the board of each local health department shall prescribe the

duties of all its officers and employees, recommend the number of positions, describe and classify positions and services, adopt schedules and hire and contract with persons to assist in the development thereof.'

Mr. Labhart explained that the Board sets standards and qualifications of people hired, describe, classify, and develop salary schedules. They then recommend salaries to the county council who inturn establish salary levels.

Portions of the proposed new ordinances were reviewed by Mr. Labhart. Discussion by the board members resulted in agreement to submit these ordinances to the County Commissioners for their approval.

The meeting adjourned at 8:45 PM.

Respectfully submitted,

Robert K. McKechnie, MD

Robert K. McKechnie, MD
Clark County Health Officer

RKM: doris simmons

Meeting of
CLARK COUNTY BOARD OF HEALTH
November 28, 1973

AGENDA

MINUTES
ELECTION OF OFFICERS
BOARD REAPPOINTMENT
GIFT FROM CLARK COUNTY TB ASSOCIATION
PERSONNEL CHANGES
PERSONNEL POLICIES & JOB DESCRIPTIONS
FOOD SURVEY
NEWS RELEASES
ORDINANCES - Chapter 3
OFFICE FACILITIES - possible remodeling
UPDATE ON DEPARTMENT ACTIVITIES
ADJOURNMENT

Meeting of
CLARK COUNTY BOARD OF HEALTH

November 28, 1973

A business and dinner meeting of the Clark County Board of Health was held at the Wheel Cafe in Sellersburg at 6:30 PM on Wednesday, November 28, 1973.

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

The minutes of the previous meeting were approved as reported.

New officers for the coming year were elected. By unanimous vote Mr. Art Schneider was elected president and Dr. L. D. Bower was elected vice-president. Dr. Robert Robertson agreed to accept reappointment as a member of the Health Board.

Dr. McKechnie explained to the Board about the receipt of an outright gift in the amount of approximately \$20,000.00 from the now disbanded Clark County TB Association, such money not to affect the Health Department tax appropriation and to be used solely for TB purposes for Clark County residents only.

Mrs. Carol Deaton was presented to the Board as replacing Mrs. Natalie Frakes as registrar, Mrs. Frakes being on an indefinite leave of absence. Mrs. Deaton was formerly working as a health department employee under the Manpower Act which expired as of December 31, 1973.

A Health Department Organizational Chart showing 'chain of command' was presented to the board and a discussion of the chart and some salaries followed.

Mr. Labhart explained the progress on the job descriptions and personnel policies and stated that the State Board of Health was pushing for the local departments to go on the merit system. The idea of news releases from time to time to inform residents of Health Department activities was discussed. The Board requested a couple sample releases be ready for discussion at the next board meeting.

Mr. Labhart presented the proposed burning permit and a form for proof of vaccination for dogs taken from the Animal Shelter. The Vaccination form was approved, the burning permit was tabled until the next meeting.

Mr. Arthur Reichle gave a summary on the food survey conducted by Mr. Rex Cowart of the State Board of Health.
The meeting adjourned at 9 PM.

Respectfully submitted,

Robert K. McKechnie, MD

Robert K. McKechnie, MD, Director