

Meeting of
CLARK COUNTY BOARD OF HEALTH

March 30, 1978

MEMBERS PRESENT: Arthur Schneider, Jr., Herman Miller, William Brummett
Dr. Spieth, Dr. Cleeter

MEMBERS ABSENT: Dr. Robertson, Dr. Horlander

HEALTH DEPARTMENT EMPLOYEES PRESENT: Dr. McKechnie, Attorney Roger Lindsey,
Norman Labhart, Administrative Assistant

The meeting of the Clark County Board of Health was called to order by the President Arthur Schneider, Jr., at 8:00 p.m. on March 30, 1978, at the Marriott Inn in Clarksville, Indiana.

The motion to approve the December 1, 1977 Meeting Minutes was made by Mr. Brummett, seconded by Mr. Miller and carried by the Board.

Attorney Roger Lindsey began the discussion of the proposed changes to the Personnel Policies for the Health Department. A correction was suggested to the change. The signature of the Health Officer and his immediate subordinate, as required, be changed that only one signature be required and not both.

A copy of the purposed changes with the correction to be attached to the Minutes.

Mr. Miller made the motion to accept this change, Dr. Cleeter seconded and it was carried.

Discussion was held of the "10-day agenda rule" by the Board. Dr. Spieth made the motion that it be accepted, Mr. Brummett seconded and was carried.

A Budget Committee was selected from the Board Members, consisting of Mr. Miller, Mr. Schneider, and Dr. McKechnie. These members are to work with Mr. Labhart in establishing the 1979 Budget to be presented at the June 29th Board Meeting. Mr. Brummett made the motion that this committee be accepted, Dr. Cleeter seconded and it was carried.

HOME HEALTH SERVICE:

- a. Mr. Brummett made the motion that the Home Health Manual be approved by the Board. Dr. Spieth seconded and it was carried by the membership.
- b. Dr. McKechnie was elected the new administrator of the Service. Mr. Miller made the motion, Dr. Cleeter seconded and it carried.
- c. The Group of Professional Personnel members were verbally introduced to the Board. Mr. Brummett made the motion that they be accepted. Mr. Miller seconded and it carried.
- d. Mr. Schneider presented the Home Health Annual Agency Evaluation to the members and discussed the progress that the Service was making.

Hospital Insurance for employees was discussed with Mr. Labhart bringing to the attention of the Board the fact that the State Board of Accounts in auditing the County Budget stipulated to the Auditor John Gellhaus that the monies expended for the Health Insurance for the Health Department employees must come from the Health Department Fund, where as in the past it had come from the County's General Fund.

A motion was made by Mr. Miller that the Health Department continue with the present policy due to insufficient funds for the remainder of the calendar year. Insurance companies are to be contacted to present the Board with estimates for insurance for the calendar year 1979 and then select one to be considered in the next year's budget.

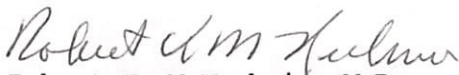
Dr. Spieth seconded the motion by Mr. Miller and it was carried.

Mr. Labhart discussed with the Board the Bonding of Health Department employees. The three (3) year existing \$10,000.00 Blanket Bond was felt to be inadequate. With the Home Health Service and Title XX reimbursements from the Clinic and a cash flow necessitates a increase on said budget. It was requested that the Bond be raised to \$50,000.00 with an additional \$50,000.00 on the Bookkeeper. Mr. Miller made the motion and Mr. Brummett seconded; carried. Mr. Miller cautioned Mr. Labhart that the Bond should be recorded with the Clark County Recorders Office when retained.

Discussion was held as to the Clinic and the continuation of other existing grants and that they were presented to the Medical Society on March 21, 1978 by Dr. McKechnie for their approval.

Meeting adjourned.

Respectfully submitted:


Robert K. McKechnie, M.D.
Clark County Health Officer

RKM/ccb

RESOLUTION
OF THE
CLARK COUNTY BOARD OF HEALTH

WHEREAS, The Board of Health of Clark County has considered and determined that it would be desirable and in the best interests of the community to have a rule of the Board of Health stipulating when any person or matter may be timely entered upon the agenda to be followed at a regular Clark County Board of Health meeting; and,

WHEREAS, the Board of Health of Clark County wishes to adhere to Indiana's "Sunshine Law", and in order to properly do so an agenda must be prepared substantially in advance of a regular meeting of the Board of Health of Clark County;

NOW, THEREFORE, be it resolved that the Board of Health of Clark County hereby adopts the following rule:

Any person wishing to present information or come before the Board of Health of Clark County at a regular meeting of said Board, or any such person wishing to have a particular subject matter discussed at such a meeting, shall notify the Clark County Board of Health, in writing, not later than ten (10) days prior to the date of said regular meeting. Any failure to comply with this rule shall cause such person or requested subject matter to be denied a presentation at said regular meeting; Provided, however, the Board may, at it's complete discretion, waive this rule upon a proper motion being carried during such a regular meeting in order to allow any person or subject matter to be presented.

Arthur Schnitzer, Jr.
Arthur Schnitzer, President

Herman E. Miller
Herman Miller

William Brummett
William Brummett

Emmet W. Spieth
Dr. Emmet W. Spieth

Dr. Robert E. Robertson

Paul D. Cleeter, D.D.S.
Dr. Paul D. Cleeter

Dr. F. S. Horlander

ATTEST: Robert W. McEachern
Secretary, Clark County
Board of Health

Meeting of

CLARK COUNTY BOARD OF HEALTH

June 29, 1978

MEMBERS PRESENT: Arthur Schneider, Jr., Herman Miller, William Brummett, Dr. Spieth
Dr. Cleeter, Dr. Robertson

MEMBERS ABSENT: Dr. Horlander

HEALTH DEPARTMENT EMPLOYEES PRESENT: Dr. McKechnie, Health Officer
Norman Labhart, Administrative Assistant
Christine Barrier, Secretary
Rosemary Hayden, Bookkeeper

OTHERS PRESENT: Richard Wathens, State Representative
Charles Spitznagle, County Commissioner

The meeting of the Clark County Board of Health was called to order by the President Arthur Schneider, Jr., at 8:00 p.m. on June 29, 1978, at the Wheel Cafe in Sellersburg, Indiana.

President Schneider opened the floor for discussion concerning the septic tank regulations, HSE-25R, by asking Dr. McKechnie to give a brief definition of the regulation, after which there was open discussion by the following persons:

Mr. Terry Armstrong, Executive Vice-President of Home Builders Associates. Mr. Armstrong stated that the regulation was a "total un-workable situation", that it was "unfair to the citizens of Clark County as long as the surrounding counties did not abide by it", that the "economic plan could not stand it", and that "HSE-25R was not a guarantee that the septic tank would work".

Mr. Sam Bradshaw, Attorney and Mr. Paul Moffitt, Engineer, representing Mr. Joe Bates, Mr. Joseph Morgan, Mr. C. W. Barrett, and Mr. Bud Morrow. Mr. Bradshaw presented an appeal to the letter of denial from the Health Department. Mr. Bradshaw's comments came from HSE-25R, page # 12, paragraph C. "Subdivisions", in saying that his client was exempt for this reason. The land in question was Lakeview Subdivision, approved by the Planning & Zoning Commission in 1975. After discussion from the Board and all persons involved, it was suggested by Dr. McKechnie that Mr. Bradshaw consult with Mr. Roger Lindsey, the Board's law advisor for a final decision.

Mr. Schneider then recognized Mr. Maynard Perkins, Silver Creek Township, off Poindexter Lane. Mr. Perkins purchased the land in 1968 and has a letter of acceptance from the Clark County Highway Department for a roadway on his property.

Mr. Richard Snider owner of four (4) acres on Allentown Road stated that he had not been denied a permit but he was unable to obtain one. He has owned the property for over a year and asked why the person who owned land next to his was able to secure a permit as he was not. Mr. Snider bought his property from a Mr. Kenneth Boles.

Mr. Labhart stated that the soil of Mr. Snider's property was rated as severe. The lot next to his did comply due to the fact that it had six (6) feet of good top soil. Mr. Labhart asked for a decision from the Board. Mr. Schneiter commented that a decision would be made later.

Dr. McKechnie added that if a Soil Scientist would make a statement in writing that the soil was not rated as severe, then a permit would be issued.

Mr. Darrell Scharad with Home Builders Associates, owns property on Henretta Road, off Highway # 31 West, Underwood. He is part-owner of a seventy-five (75) acre tract, all road frontage. He has received nine (9) permits from Mr. Ed Snelling of the Health Department, with the verbal agreement that the other permits would be mailed as needed.

Dr. McKechnie also suggested that a Soil Scientist be asked to do testing on this property. He stated that if all owners would be patient, a workable solution may be found.

Dr. McKechnie asked the Board for permission to explore the possibilities of combining Floyd and Clark Counties to provide a more complete and beneficial Home Health Agency.

Mr. Miller made the motion, with the stipulations that there be no outside funding, as had been stated by the Board in a previous meeting. Dr. Cleeter seconded, the motion was carried.

Mr. Labhart verbally introduced the new employees of the Health Department; Sally Burkhart, conducting swimming pool testing for the summer; Warren Miller, CETA employee in Rabies Control; and Rosemary Tabor, receptionist.

Dr. McKechnie asked for the approval of the Board that he might seek out the possibility of securing a Nursing Director for both Floyd and Clark counties with annual salary of \$18,000.00. A verbal response of approval was given.

Mr. Labhart stated the funds were low for the employees mileage and that the County Council had refused a request for additional funding. Mr. Labhart explained the travels of the Environmental Health Section of the Department due to the fact that this section's travel is the highest.

Mr. Miller suggested that a return trip be made to the Council.

Mr. Miller spoke for the Budget Committee, elected from the Board Members, concerning the recent meeting, at which the proposed Health Department budget was submitted. He stated that the committee cut the proposal approximately \$100,000.00, with a ten (10) percent increase for salaries.

With these changes made, Mr. Schneiter asked for a motion of approval.

Mr. Miller made such motion, Dr. Spieth seconded and it was carried by the membership.

After much discussion from the Board Members, the following guidelines were given to Mr. Labhart:

1. HSE-25R, page # 12, paragraph 12-c will mean all subdivisions that were approved by the Clark County Planning and Zoning prior to December 18, 1977.
2. Lots containing a concrete septic tank from a prior (December 18, 1977) installation will be issued a repair permit, providing the same system is used. If later investigations reveal the system to be inoperative, the owner shall make repairs.

Meeting adjourned.

Respectfully submitted:


Robert K. McKechnie, M.D.
Health Officer

RKM/ccb

Meeting of

CLARK COUNTY HEALTH BOARD OF HEALTH

August 31, 1978

MEMBERS PRESENT: Mr. William Brummett, Mr. Arthur Schneider, Jr., Dr. Paul Cleeter
Dr. F. S. Horlander, Dr. Emmett Spieth

MEMBERS ABSENT: Mr. Herman Miller, Dr. Robert Robertson

HEALTH DEPARTMENT EMPLOYEES PRESENT: Dr. Robert K. McKechnie, Health Officer
Mr. Norman J. Labhart, Administrative Assistant
Mr. Roger Lindsey, Legal Advisor
Mrs. Yvonne Wood, Director of Nursing
Mrs. Christine Barrier, Secretary

The meeting of the Clark County Board of Health was called to order by the President Arthur Schneider, Jr., at 8:30 p.m., on August 31, 1978, at The Wheel Cafe in Sellersburg, Indiana.

Minutes of the June 29, 1978 Board Meeting were read and approved as written.

Mr. Schneider opened the meeting by asking Mr. Labhart to explain the status of Regulation HSE-25R. Mr. Labhart informed the Board of the report prepared by Mr. Robert L. Isgrigg, P.E., Environmental Consultants Inc., Clarksville, IN., for the Health Department and the Board of Commissioners.

Dr. McKechnie asked Mr. Labhart how septic tank complaints were being handled. Mr. Labhart stated that there was no special handling at this time. Consultative visits and on-site inspections were being made. He also reported that those non-compliance subjects were being referred to the County Prosecutor's office.

Mr. Lindsey re-interested to the Board Members, the meaning of the "10-day agenda rule", which is in the effect that anyone wishing to be recognized by the Board Chairman at such a meeting, they first must make written application to be on the agenda ten (10) days prior to the meeting date.

In regards to the agenda for the Board Meetings, Mr. Roger Lindsey, Legal Advisor, stated that when referring to New and Old Business, that such subject matter must be briefly stated under each section (A., B., C., etc.)

Dr. McKechnie introduced Mrs. Yvonne Wood, new Director of Nursing for the Health Department to the Board Members, explaining briefly her responsibilities and duties. Mrs. Wood stated that she is pleased to be with the department and gave the Board some in-sight into what areas she is most readily interested.

The Home Health Service was discussed. At present, fifty-one (51) patients are being seen and the July income had exceeded expenses for the first time.

Mr. Schneiter asked the membership for any old business to be brought before the Board at this time. The following comments were added:

1. Mr. Labhart explained that the CETA Program has to cut back their employees; more details to come at a later date. He stated that Warren Miller, who is a CETA employee with the Health Department, has resigned his position as of September 8th and CETA does not plan to replace him.

Mr. Labhart also reminded the Board that Mr. Ed Snelling has resigned from the department and his position has not been filled as of this date.

2. Mr. Lindsey re-emphasized that in his opinion the Meeting Agenda should be compiled properly and followed explicitly throughout the meeting.
3. Mr. Schneiter asked Mr. Labhart as to what comments had come out of the June Board Meeting in regards to those persons who had attended with problems. Mr. Labhart explained that no real problems with those persons had developed at this time.

Mr. Schneiter asked the membership for any new business to be brought before the Board at this time. The following comments were added:

1. Mr. Labhart stated that a second request for money for employee's travel was made from the County Council and again was refused. He informed the Board that, at the present time, there is less than thirty (30) days availability with the money now in the account.

Adjournment

Respectfully submitted;


Robert K. McKechnie, M.D.
Health Officer

RKM/ccb

Meeting of

CLARK COUNTY BOARD OF HEALTH

November 29, 1978

MEMBERS PRESENT: Mr. William Brummett, Mr. Arthur Schneider, Jr., Dr. Paul Cleeter
Dr. Emmett Spieth

MEMBERS ABSENT: Mr. Herman Miller, Dr. Robert Robertson, Dr. F. S. Horlander

HEALTH DEPARTMENT EMPLOYEES PRESENT: Dr. Robert K. McKechnie, Health Officer
Mr. Norman J. Labhart, Administrative Assistant
Mr. Roger Lindsey, Legal Advisor

OTHERS PRESENT: Mr. & Mrs. William Burch
Mr. & Mrs. Ronald Sweeney

The Clark County Board of Health met November 29, 1978, 8:30 p.m. at The Wheel Cafe in Sellersburg, Indiana.

Mr. & Mrs. William Burch appeared before the Board requesting a variance from Regulation HSE-25R. They had been to the Indiana State Board of Health for a variance and the State had referred them back to the Clark County Board of Health. They have a 9.23 acre track and wish to fall under the 10 acre exemption. The consensus of the Board was that the Board of Health could not over ride the State Board of Health Regulation HSE-25R, therefore, a letter was to be sent to Mr. & Mrs. William Burch thanking them for their appearance but stating that the Clark County Board of Health had no authority to grant such a waiver.

A letter was presented to the Board from Dr. Louise Suleiman, Division of Nursing Indiana University Southeast requesting that she become an consultant to the nursing staff of the Clark County Health Department. This would be a position of title with no monitory reimbursement. The motion was made by Mr. Brummett, seconded by Dr. Cleeter, and carried. Dr. Suleiman would become advisor to the Clark County Health Department. The letter also stated that the Indiana University in the development of their Bachlor Program of Nursing, requiring a written working arrangement between IUS and local Board of Health to nurses to do on-the-job training. It was discussed and decided that it would be in the best interest of the Board of Health to cooperate in such matters. Dr. Spieth made a motion that the working arrangement as presented be signed, seconded by Mr. Brummett and passed.

The discussion as to the State Tax Board Hearing reference the 1979 Budget; the State cut the Health Department budget from a figure of 8 cents to 7.5 cents. A reduction of approximately \$13,000.00. Arrangements must be made to compensats for the cut.

The Home Health Agency was discussed by the Board. It was brought to the Board's attention that the Home Health Agency, with the refunds from expenses would be in a position for maintaining their own, or becoming self-supporting. With this, it was requested that the Home Health Agency be allowed to pursue United Way Funds. After discussion, it was decided to postpone this until other members of the Board could give it further discussion.

Dr. McKechnie discussed Scoliosis. The State is pursuing a screening program through the schools. The head nurse of Greater Clark County Schools brought this to Dr. McKechnie's attention. They are having a schooling on it after the first of the year. Dr. McKechnie wished to, at this time, to look into the program and if finding that it is worthwhile to pursue it with the local newspaper and the Medical Society in cooperation with the school nurses, so that it can be an effective program. The Board approved by consent.

Re-appointment of Dr. Paul Cleeter as a Board Member; Dr. Spieth made the motion, seconded by Mr. Brummett, and approved.

Re-appointment of Dr. F. S. Horlander to the Board; Dr. Spieth made the motion, seconded by Mr. Brummett, and approved.

The Health Officer re-appointment; motion was made by Mr. Brummett that Dr. McKechnie be re-appointed as Health Officer, seconded by Dr. Spieth, Motion carried.

It was decided that the fifth Thursday in the quarters of 1979, if arrangements could be made, would be set for the Board Meetings. The following dates were approved by the Members: March 29th, May 31st, August 30th, and November 29th. This schedule to be sent to the local newspapers, in accordance with the open meeting regulation.

In the matter of New Business, Mr. Roger Lindsey brought up that time was here for next year's contract. Dr. Cleeter made the motion that Mr. Lindsey be retained as Legal Advisor to the Board of Health, seconded by Dr. Spieth, and it was carried.

Adjournment, approximately 11:00 p.m.

Respectfully Submitted:

Robert K. McKechnie
Robert K. McKechnie, M.D.
Health Officer

RKM/ccb