



Clark County Health Department

1216 AKERS AVENUE
JEFFERSONVILLE, INDIANA 47130
812-282-7521

CLARK COUNTY BOARD OF HEALTH MINUTES, JANUARY 26, 1994

The Clark County Board of Health held its quarterly meeting on January 26, 1994 at The Clark County Health Department on 1216 Akers Ave., Jeffersonville, IN.

The meeting was called to order at 6:05 p.m.

Present: Dr. James Howard, Catherine Raines, Rhonda Croudep, Joe Jacobi, and Dr. Charles Kemper.

Also present: Dr. Kevin Burke, Mike Meyer and Betty Shields.

The minutes of the previous meeting were approved as submitted.

OLD BUSINESS

BUDGET - The County Council has approved the Health Department Budget. They did not approve any salary increases and set the tax rate so it would generate the same amount as allotted in 1993.

MANAGED PRIMARY CARE - The Department is nearing completion of a grant application which would fund a primary care program for 500 children and prenatal care for 100 women. The program would manage care by utilizing nurse practitioners operating under established protocols formulated by the program physician. The project is community based and Clark Memorial Hospital has agreed to provide diagnostic tests to the clients involved.

MEMPHIS SEWER - The Block grant fund for the Memphis sewer project was not funded in the current round of funding. The County Commissioners may re-submit the application in the future.

IMMUNIZATION GRANT - A nurse and clerk team have been hired with grant funds to staff additional immunization clinics. The team is part of the National Initiative to increase the percentage of children who complete their scheduled shots by age two.

RESTAURANT CLOSING - Staff worked closely with the Fang Wan Restaurant staff to help them improve their inspection sources and prevent closing the establishment. One problem encountered was the language barrier and lack of staff who could act as interpreters.

ESSROC - Essroc Cement Company has applied to IDEM for a permit to use tires as a alternative fuel in their cement kilns. Dave Jefferson of Essroc has supplied our staff with documentation of emissions from several kilns currently burning tires. Although our department has no jurisdiction, in the issue due to a request from the public, Dr. Burke and Mike Meyer reviewed studies presently available. Due to the different types of kilns and differing emissions they submitted a request to IDEM suggesting a test burn at ESSROC so actual emissions could be determined.

NEW BUSINESS

AUDIT - The audit of the county including the Health Department was completed and copies received by Dr. Howard and Dr. Burke. The health department was given several recommendations concerning handling of inter-office cash. These recommendations were implemented immediately.


CHARLESTOWN HIGH SCHOOL - A check valve failed on a boiler and school officials notified department staff. The boiler has an automatic feed for fresh water and because the pressure dropped there was a slight chance of cross contamination of the potable water supply with ethylene glycol. The school provided bottled water while testing of the water was done. The test results were negative for ethylene glycol indicating no contamination at that time.

ELECTION OF OFFICERS - Board officers for 1994 were elected as follows, Dr. Howard, President and Dr. Kemper, Vice President.

NEXT MEETING - Attorney and Dr. Burke's Contract.

The next meetings are scheduled for April 20, July 30 & October 19, 1994 at 6:30 p.m.

Meeting adjourned at 7:00 p.m.


Dr. James Howard
Clark County Health Department



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The Clark County Board of Health held its quarterly meeting on April 20, 1994 at the Clark County Health Department on 1216 Akers Avenue, Jeffersonville, IN.

The meeting was called to order at 6:32 p.m.

Present: James Howard, D.V.M., Richard Riehl, M.D., Kathryn Raines, Bill Bridges, Joseph Jacobi, Rhonda Croudep.

Also present: Mike Meyer, Betty Shields, Kevin Burke, M.D.

The minutes of the previous meeting were approved as submitted.

OLD BUSINESS

CONTRACTS - Contracts for Dr. Burke, Health Officer and Jim Kizer, Attorney are due for renewal. The board reviewed both contracts and voted unanimously to approve both contracts with proposed increases to be approved by the county council.

MANAGED PRIMARY CARE - The Department grant that was submitted to provide primary care to children and care coordination to prenatal patients has been through preliminary review. The State Department of Health has requested clarification on some issues and the grant will be re-submitted with the FY 94 MCH grant. Staff is continuing to recruit nurse practitioners to employ if the grant is approved later this year.

IMMUNIZATION CLINIC - The nurse clerk team funded by a special grant from the Indiana Department of Health has been very successful in establishing clinics in Clark, Washington and Scott counties. Floyd and Harrison counties health officers feel they are meeting all the needs of their patients and declined assistance from the team. The sites in Clark County are, Hoosier Valley - Jeffersonville, Underwood Headstart, Kids Station - Borden, Kids Square - Charlestown and Ivy Tech in Sellersburg. Additional sites will be added as needed.

NEW BUSINESS

INSURANCE - The County has switched health insurance to AETNA. The plan appears to give more choices of physicians and hospitals and the premiums are less.

AMBULANCE TASK FORCE - The county commissioners appointed a task force to study ambulance service. Clark Memorial Hospital funded a consultant to make recommendations to the task force. The consultants recommended a county wide ambulance service that would be supervised by the Clark County Health Department. Funding mechanisms would have to be identified before such a plan could be considered.

TEXAS ROADHOUSE RESTAURANT - A customer of the restaurant alleged she slipped on a peanut hull and injured herself. She contacted the State Department of Health and complained that she did not receive a satisfactory response from Dr. Burke concerning the incident. Dr. Burke nor anyone from our department talked with the lady. The state then advised both she and her attorney what sections of the food code prohibited shells on the floor without first verifying our departments action. Dr. Burke corresponded with the State Health Commissioner regarding this action. The restaurant was contacted by our department and given three options to abate the problem; (1). Place buckets on tables so hulls could be placed in same (2). Clean floors every 2 hours (3). Discontinue serving peanuts. A reinspection is due next week to determine status of hulls on floor.

TOM GALLIGHAN SEWAGE TREATMENT PLANT - Old Stoner residents lagoon doesn't meet effluent standards and IDEM is going to pursue legal action against homeowners. Our department hasn't been notified of any further talk between Mr. Galligan and residents of area.

RIVERS EDGE SUBDIVISION - The Rivers Edge Subdivison on Bull Creek Road was approved for 27 homes to be connected to a central sewage collection system. The sewage would then be treated by a series of mound systems. The original design of the treatment system was approved by the State Department of Health and permitted by the Clark County Health Department. Upon investigation by this office and the State Department of Health several modifications had been made to the plans without either departments written authorization. One home has been constructed and occupied before the permitted mound has been installed. Also, several more lots were added to the original subdivision plan. After a meeting with the owners (Dave and Carolyn Stone) it was agreed to permit the lots that would support on site systems on an individual basis and the remaining lots be on the community mound system. The remaining lots to be on the community system must not exceed the original design capacity. Also at the same location, the Stones's have an approved plan for a campground.

The State Department of Health approved this plan also. Upon review of the actual site the state representative determined that the current campground did not follow exact details of the approval plans. The state department of Health is reviewing the issue and will advise the Stones and the Clark County Health Department.

KIDS SQUARE - The satellite is opening Monday in Charlestown. Services offered include Immunizations, WIC, and Maternal and Child Health.

Adjourned 7:30 p.m.


James Howard, D.V.M., Chairman
Clark County Board of Health



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The Clark County Board held a special budget meeting on June 15, 1994 at the Clark County Health Department at 1216 Akers Avenue, Jeffersonville, IN.

The meeting was called to order at 6:33 p.m.

Present: Joe Jacobi, Bill Bridges, Dr. Richard Riehl, Dr. James Howard, and Katherine Raines.

Also, present: Dr. Kevin Burke, Michael Meyer III, James Kizer, Betty Sheilds.

Mr. Meyer presented the proposed 1995 budget to the Board. The County Council instructed to include a \$700.00 across the board salary increase for all employees and to keep all other line item at 1994 amounts. The Board reviewed the budgets and after discussion unanimously voted approval. The budget will then be forwarded to the County Commissioners for the approval and submission to the County Council.


James Howard, D.V.M., Chairman
Clark County Board of Health



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CLARK COUNTY BOARD OF HEALTH MINUTES JULY, 20, 1994

The Clark County Board of Health held its quarterly meeting on July 20, 1994 at the Clark County Health Department, 1216 Akers Avenue, Jeffersonville, IN.

The meeting was called to order at 6:37 p.m.

Board members present: Kathryn Raines, Joe Jacobi, Dr. Richard Riehl, Rhonda Croudep, Dr. James Howard.

Also present: Dr. Kevin Burke, Mike Meyer, Jim Kizer and Betty Shields.

Previous meetings minutes approved as submitted.

Dr. Burke updated the Board on the countywide ambulance service. The commissioners are proceeding with a Public Safety Plan to provide countywide ambulance service. The plan would involve forming several non-profit corporations. The Board of Health will set standards for operations and the Health Officer will be involved in the application of these standards. The Board of Health was generally concerned about the many levels of reporting and the exact role they would serve. Ms. Raines requested a meeting with the commissioners to clarify some of these issues.

OLD BUSINESS

MANAGED PRIMARY CARE - Department has not heard from state on grant. Staff exploring possibility of a physician to work 4 days in clinic.

IMMUNIZATION CLINIC - Additional sites and times have been added to address pre-school rush.

TEXAS ROADHOUSE - Staff met with management of restaurant. Peanut hulls are to be placed in buckets on tables and not on floors.

CHARLESTOWN CLINIC - Services began in early May. Services are utilized and site is very successful at this present time.

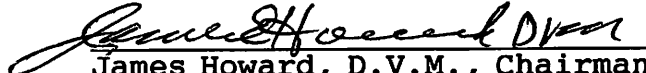
MEMPHIS SEWER PROJECT - Project grant has been approved. To be completed 7/95. The department will send a letter to residents advising them of time frames so they will be prepared to hook up to system.

Dr. Howard reported that the County Council had passed the new salary appropriation for Dr. Burke.

NEW BUSINESS:

EXPANSION - The Vital Statistics Department will move from the hospital to the new addition to Akers Avenue Building. The Commissioners and Council have provided \$10,000 from the cumulative capital fund with the remainder of costs funded by the hospital. Total costs approximately \$20,000.

Meeting adjourned 7:50


James Howard, D.V.M., Chairman
Clark County Board of Health



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The Clark County Board of Health held a special meeting on July 27, 1994 at the Clark County Health Department at 1216 Akers Avenue, Jeffersonville, IN.

The meeting was called to order at 7:00 p.m.

Board members present: Dr. Howard, Dr. Riehl, Kathryn Raines, Joe Jacobi, Rhonda Croudep.

Also present: Jim Kizer, Dr. Kevin Burke, Mike Meyer.

Guest: Dan Moore, Clark County Commissioner's Attorney.

The only item of discussion was the new proposed countywide ambulance service. Mr. Moore reviewed the proposed Public Safety plan for ambulance and 911 services. he explained the relationships between the Board of Health and the other corporations that are to be established. The Board asked numerous questions concerning their responsibilities in the process. The roles of all concerned parties will be defined in the ordinance that is adopted by the commissioners. No other item was discussed.

Meeting adjourned 7:50 p.m.

James Howard, D.V.M., Chairman
Clark County Board of Health



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The Clark County Board of Health held a meeting on August 23, 1994 at the Clark County Health Department at 1216 Akers Avenue, Jeffersonville, IN.

The meeting was called to order at 6:30 p.m.

Board members present: Dr. Howard, Dr. Riehl, Kathryn Raines, Joe Jacobi, Bill Bridges, Dr. Kemper.

Also present: Dr. Kevin Burke, Mike Meyer, Jim Kizer.

The minutes of the two previous meeting were submitted. Joe Jacobi motioned acceptance and Dr. Riehl seconded. Motion carried unanimously.

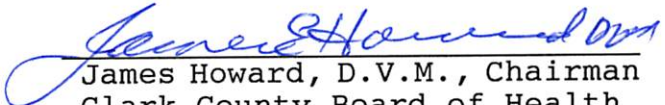
The Draft of the Safety Contract was presented to the Board for review. After some discussion of the terms, the Board Attorney was asked for his input. At this time Mr. Kizer advised the Board he had been studying the entire issue for them and had reached some conclusions that he thought necessary to bring to the Boards attention. He then passed out a memo (attached) outlining his findings. After review of the document and further discussion by the Board the following decisions were made: (1) the Attorney would seek further clarification from the Attorney General on the ability of a local board to make more stringent regulations than already exist with the State Emergency Management Commission (2) The Attorney and several Board Members would meet with the County Attorney and/or Commissioners to redefine some sections of the Safety Contract between the Board of Health and the Safety Corporation. Particular concerns are the sections dealing with providing funds and the term of the contract.

The next agenda item was the compensation for the attorney and Health Officer. The Board and Commissioners recognize that the Health Officer and Board Attorney will both be required to spend a great deal of time more than then current duties that they are contracted for. In view of this the Commissioners will enter into contracts with these individuals to compensate them thru December 31, 1995. At that time their compensation will be budgeted in the Health Department budget with the funding for Safety Corporation duties to be received from that Corporation thru a contract with the Health Department.

The Attorneys contact with the Commissioners was presented. Katheryn Raines made the motion to approve Jim Kizer's contract to then be forwarded to the Commissioners for their approval. Dr. Riehl seconded the motion. The motion passed five votes to one.

Discussion then proceeded regarding Dr. Burke's recommended compensation. Due to the additional time and responsibilities Joe Jacobi made a motion to recommend a contract be prepared at a rate of \$26,000 per year thru 12-31-95. The effective date would be 9-1-94. After the first year the budgeted amount would be reviewed and could be adjusted if the organization of the plan was complete and the time requirements lessen. The motion also authorized Dr. Howard to sign the contract on behalf of the Board. The motion was seconded by Kathryn Raines. The Board voted unanimously to approve the motion.

There being no further business the meeting adjourned at 9:00 P.M.


James Howard, D.V.M., Chairman
Clark County Board of Health

CLARK COUNTY BOARD OF HEALTH MINUTES
September 21, 1994

The Clark County Board of Health held a special meeting on September 21, 1994 at the Clark County Health Department, 1216 Akers Ave. Jeffersonville, IN.

The meeting was called to order at 6:30 p.m.

Present at the meeting were Board members Bill Bridges, Dr. James Howard, Joe Jacobi, Kathryn Raines, Rhonda Croudep and Dr. Richard Riehl.

Also present were Dr. Kevin Burke, Health Officer, Mike Meyer, Administrator, and Jim Kizer, attorney.

Chairman Dr. Howard called the meeting to order. Minutes from the previous meeting were read and approved.

The only item on the Agenda was the Safety Plan.

Mr. Kizer reported to the Board that they would be covered by the County Insurance plan for errors and omissions with the Safety Plan just as they are with their role as Board Members. Mr. Kizer also reported that after discussions with Dan Moore the County Attorney he did not feel the Board members would be personally liable for the departments role in the Safety Plan. After some discussion of the issue Ms. Raines motioned to give Dr. Burke authority to sign the Safety Plan in its present form as adopted by the commissioners. Dr. Riehl seconded the motion. The vote was unanimous to approve the motion.

The issue of the increased duties of the Health Administrator related to the Safety Plan was brought up for discussion. Dr. Riehl moved to recommend to the Commissioners a contract of in the amount of \$3500 be approved thru the end of Dec. 1995 for the administrator Mr. Meyer. Ms. Raines seconded the motion. The motion passed unamiously.

There being no further business the meeting was adjourned at 7:15 P.M.


James Howard, D.V.M., Chairman
Clark County Board of Health

**CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
OCTOBER 19, 1994**

The Clark County Board of Health held its quarterly meeting October 19, 1994, at the Clark County Health Department, 1216 Akers Ave., Jeffersonville, IN.

Dr. Howard, President, called the meeting to order at 6:35 P.M.

Present at the meeting were Board members Bill Bridges, Joe Jacobi, Dr. Charles Kemper, and Dr. Richard Riehl.

Also present were Dr. Kevin Burke, Health Officer, Mike Meyer, Administrator and Jim Kizer, Attorney.

Minutes from previous meeting were read and approved.

OLD BUSINESS

SAFETY PLAN - The Safety Plan was reviewed by Dr. Burke. He reported the County Commissioners had decided not to move forward with a County owned ambulance SERVICE at this time. The county's financial status and lack of community support appeared to be some of the reasons for their decision. The Commissioners will continue to utilize a private firm to provide these services. The county will still proceed to transfer operation of the Central Alarm-911 system from the Jeffersonville Township Trustee. The health department and Health Officer will remain in the role of setting standards for ambulance services and monitoring their performance. The department will also have some involvement in the operation and budget process of Central Alarm.

PLANNING COMMISSION- Mr. Meyer presented a memorandum of understanding between the Health Department and the Clark County Plan Commission regarding on-site sewage system approval for subdivisions(attached). Mr. Jacobi moved to approve the memorandum and Dr. Riehl seconded. The motion passed unanimously.

FEES- Dr. Burke presented a revised fee schedule to the Clark County Sanitary Code. He stated the current fees have not been adjusted since 1988. In view of the County's financial situation the County Council has requested all agencies to review their fee structure. Dr. Riehl motioned to approve the new fee structure as presented. Dr. Kemper seconded the motion. The motion was passed unanimously. The schedule will be forwarded to the County Commissioners requesting amendment to the Sanitary Code.

MOLD- Dr. Burke reported that we have again received complaints of mold growth inside Charlestown High School. Staff have scheduled repeat testing to be performed with assistance of the Indiana State Board of Health on October 20, 1994. The School Board has replaced the roof on one wing of the school the past

summer and is requesting a grant from the State to replace additional roofs and modernize the heating and ventilation system.

TB- Dr. Burke reported on the jail inmate whom after transfer to an Indianapolis correctional facility was diagnosed with active tuberculosis. Because the inmate resided in the Clark County Jail for an extended period of time the individual could have exposed a great number of people. The department with assistance from the Sheriff and jail staff first tested current inmates and Sheriff's staff who could potentially been exposed to this individual. The staff then attempted to notify previous residents of the jail, who may have been exposed, advising them to submit to a TB test. This notification was mailed to approximately 4000 individuals. The Health Department staff tested approximately 500 individuals during this investigation.

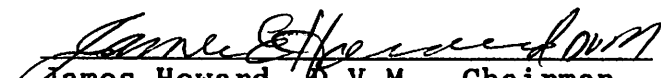
NEW BUSINESS

AUDIT- Dr. Burke reported on the results of the State Board of Accounts audit that had just been completed. The audit revealed a cash shortage of approximately \$900 when compared with receipt records. Dr. Burke, Mike Meyer and bookkeeper Betty Shields made an extensive investigation to trace where an error could have occurred. After this review they could not determine an explanation. Dr. Burke stated that nothing reviewed lead to any suspicion of criminal activity. The shortage was made up by the staff and was noted in the auditors report. Dr. Kemper made a motion to investigate the possibility of an accountant being consulted to oversee the Departments accounting practices on a periodic basis and report back to the Board. Dr. Riehl seconded the motion and when voted upon passed unanimously. Mr. Meyer will explore accounting firms and report to the Board at the January Meeting.

PRENATAL PROGRAM- Dr. Burke reported that a prenatal program, one of the departments longstanding goals, may soon come to fruition. Dr. Thomas Miller, one of several new OB physicians to begin practice in the county, has expressed interest in collaborating with the departments MCH\WIC clinics to provide this service. The department's staff are preparing a grant to assist in funding the project. The grant will be submitted to the Indiana State department of Health with projected start-up in January 1995.

The meeting was adjourned at 8:15 P.M.

Next Board meeting set for January 18,1995 at 6:30 P.M.


James Howard, D.V.M., Chairman
Clark County Board of Health

**CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
DECEMBER 14, 1994**

The Clark County Board of Health held a special meeting December 14, 1994 at the Clark County Health Department, 1216 Akers Ave., Jeffersonville, IN.

Dr. Howard, President, called the meeting to order at 6:30 P.M.


Present at the meeting were Board members Bill Bridges, Joe Jacobi, Dr. Charles Kemper, Kathryn Raines and Dr. Richard Riehl.

Also present were Dr. Kevin Burke, Health Officer, Mike Meyer, Administrator and Jim Kizer.

NEW BUSINESS- The Safety Fund Contract between the Health Board and the Commissioners was the first item of business presented by Jim Kizer and Dr. Burke. The contract would encumber the funds that were in the Safety account so that they could be utilized in 1995. The ambulance service would be provided by private contractors under Health Department oversight. Funds may be used to hire instructors for first responder training, contract for inspection of providers and to review their operations. A motion was made by Dr. Riehl to approve signing of the contract. The motion was seconded by Kathryn Raines. The Board then voted unanimously to approve the motion. Dr. Kemper then made a motion to request the treasurer to deposit any interest earned on this account back into the account. Bill Bridges seconded the motion and the Board voted unanimously to approve this motion.

OLD BUSINESS- Mr. Kizer reported that Mr. Norman Amick had not complied with the agreed court order concerning his on site sewage disposal system. The judge in the case had ordered the Sheriff to remove the occupants from the dwelling. As of this date the Sheriff has not ensured that the dwelling is in fact unoccupied. After some discussion Dr. Kemper made a motion to instruct Mr. Kizer to take all necessary steps to enforce the order to vacate. Dr. Riehl seconded the motion and the Board voted unanimous support of the motion.

There being no further business the meeting was adjourned at 7:15 P.M.


James Howard, D.V.M., Chairman
Clark County Board of Health