

CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
FEBRUARY 12, 1997

The meeting was held at the Health Dept. 1216 Akers Ave., Jeffersonville, IN.

Board Members present were: Dr. James Howard, Kathryn Raines, Joseph Jacobi, Bill Bridges .

Board Members Absent: Rhonda Croudep, Dr. Richard Riehl and Dr. Charles Kemper.

Also present were: Dr. Kevin Burke, J. Michael Meyer III , Jim Kizer.

Dr. Howard called the meeting to order at 6:02 P.M.

The minutes of the previous meeting were reviewed. Joe Jacobi made a motion to approve the minutes. Bill Bridges seconded the motion. The motion passed unanimously.

ELECTION OF OFFICERS

Dr. Howard opened the floor for nomination of officers. Bill Bridges nominated Dr. Howard for Chairman. Kathryn Raines seconded the motion. The motion carried by a unanimous vote. Bill Bridges nominated Joe Jacobi for Vice-chairman. Kathryn Raines seconded the motion. The motion carried by a unanimous vote.

MEETING DATES

The following dates were selected for regular meetings in 1997:

June 18
September 17
December 10

OLD BUSINESS

Dr. Burke reported the Commissioners had signed five year contracts with Sellersburg and Yellow Ambulance Services to provide emergency service to the county. He also stated he was finalizing the annual report on the Safety plan and would distribute it in the near future.

NEW BUSINESS

Mr. Meyer reported the Indiana State Board of Health had not renewed the grant for the nurse clerk team that provide satellite immunization clinics. The notification was two weeks before the new grant year was to begin. One nurse was laid off and the clerk in the program was transferred to a vacant position in the MCH Clinic. Dr. Burke sent letters to the Governor, State Health

Commissioner and Division Director expressing the lack of communication and timing of the decision.

Dr. Burke reported an employee had been terminated for violation of the personnel policy.

Dr. Burke reported the physicians working in the prenatal clinic had given notice they were terminating their contract. The department is exploring options with other physicians and is committed to the continued operation of the clinic.

There being no further business the meeting was adjourned at 7:00 P.M.


James Howard D.V.M.
Chairman

CLARK COUNTY BOARD OF HEALTH
MEETING MINUTES
JUNE 18,1997

The meeting was held at the Health Dept. 1216 Akers Ave., Jeffersonville, IN.

Board Members present were: Dr. James Howard, Kathryn Raines, Joseph Jacobi, Bill Bridges, Rhonda Croudep .

Board Members Absent: Dr. Richard Riehl and Dr. Charles Kemper.

Also present were: Dr. Kevin Burke, J. Michael Meyer III , Jim Kizer, Jerry Hall.

Dr. Howard called the meeting to order at 6:02 P.M.

The minutes of the previous meeting were reviewed. Kathryn Raines made a motion to approve the minutes. Bill Bridges seconded the motion. The motion passed unanimously.

ANNUAL REPORT

Mr. Meyer and Dr. Burke presented the Department's 1996 Annual report. They highlighted sections of the report. The Board reviewed and discussed various sections of the report.

BUDGET

Jerry Hall Presented the E-911 budget and Dr. Burke presented the 1998 Health Department budget to the Board. The health budget submitted is the same as 1997 with the exception of salary adjustments proposed at 10% as instructed by the County Council. The 911 budget had minor changes to reflect equipment replacement and upgrades. It also had the proposed 10% salary adjustments . Mr. Meyer stated the Council will no doubt lower the salary adjustments but they are advertised at the higher rate because they can adjust down from the advertisement but not increase. Joe Jacobi motioned to approve the budgets. Kathryn Raines seconded the motion and it was approved by unanimous vote. The budgets will next be submitted to the County Commissioners.

OLD BUSINESS

Dr. Burke stated he finalized the annual report on the Safety Plan and distributed it to the County Commissioners, County Council, Health Board Members, and Safety Plan Committees.

Dr. Burke reported the Prenatal Clinic will move to the 4th floor of the Medical Arts Building. Clark Memorial is renovating and providing the space. WIC services and other MCH Services will remain on the 3rd Floor.

Jim Kizer advised the Board that the Mike Kaiser case concerning repair of his septic system was still in the negotiating phase. Attorneys for a State Consumer Advocacy Group have become involved and are to provide recommendations for abatement of the problem.

NEW BUSINESS

Dr. Burke Reported Birth and Death Records on microfilm have been provided to the Jeffersonville and Clark County Libraries. This will give citizens who research genealogy much better access to the records and save Health Department staff time.

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
MEETING MINUTES
DECEMBER 10, 1997

The meeting was held at the Health Dept. 1216 Akers Ave., Jeffersonville, IN.

Board Members present were: Dr. James Howard, Kathryn Raines, Joseph Jacobi, Dr. Richard Riehl.

Board Members Absent: Dr. Charles Kemper, Bill Bridges.

Also present were: Dr. Kevin Burke, J. Michael Meyer III, Jim Kizer, Jerry Hall.

Dr. Howard called the meeting to order at 6:00 P.M.

The minutes of the previous meeting were reviewed. Dr. Riehl made a motion to approve the minutes. Kathryn Raines seconded the motion. The motion passed unanimously.

OLD BUSINESS

Central Alarm: Jerry Hall reported on the 911 income from phone surcharges. This fee generated \$652,740.83 in 1996. Dr. Burke reported Jerry Hall and Stan Kaskie have become certified to train 911 dispatchers to medical dispatch. A time table is being developed to accomplish this operation. Dr. Burke stated the feasibility of dispatching County Police from Central Alarm was being explored. This could potentially save county funds if the logistics can be worked out.

Budget Report: Mr. Meyer reported the Council has approved \$500 salary adjustments for 1998. The remainder of the budget was approved as submitted. The County Council is waiting for final approval from the State Tax Board.

Kaiser Septic System: Dr. Burke reported Mr. Meyer, Scott Wilson and he had meet with Mr. and Mrs. Kaiser and their engineer. The engineer proposed a repair to the Kaisers' system which Dr. Burke deemed acceptable. Dr. Burke also stated that the repair did not bring the system to current code and that Kaisers were told if this did not remedy the problem further action would be required.

Prenatal Clinic: Dr. Burke reported the prenatal clinic had moved to the 4th floor of the Medical Arts Building. The space is being provided rent free by Clark Memorial Hospital. The office also is equipped to video tape interviews with children who are suspected of being sexually abused. This service will involve the Hospital the Clark County Division of Family and Children and local police agencies.

Safety Plan

Dr. Burke reported to the Board the County Commissioners have requested the Administrative portion of the Safety Fund and corresponding duties be transferred to the Health Department. Since the inception of the Plan the Commissioners have had contracts with Dr. Burke, Jim Kizer and Mike Meyer to reimburse them for the extra duties of administering the plan. This contractual arrangement does not allow these individuals coverage under the County Liability Insurance. Kathryn Raines made a motion to include added responsibility of the Safety Plan into The Health Officers, Administrators and Health Board Attorneys health department duties by amendment of job description of the administrator and the contracts of the Health Officer and Attorney. Dr. Riehl seconded the motion. The motion passed by unanimous vote.

Dr. Riehl made a motion because of the increase of duties to amend the Health department fund 214 salary ordinance to increase the 1998 salary of the administrator by \$3500, and the Health Officer by \$12,000 and the Health Board Attorney contract by \$12,000. Kathryn Raines seconded the motion. The motion passed by a unanimous vote. The funding to support the motion will be transferred from the Safety Plan to the Health Department Fund.

Mr. Meyer presented the 1998 safety fund budget to the Board for their review and approval.

Dr. Riehl made a motion to approve the Safety Fund budget as presented for a total amount of \$158,500. Kathryn Raines seconded the motion. The motion passed by a unanimous vote.

Mr. Kizer advised the Board that the Safety Fund (240) should be encumbered into 1998. Kathryn Raines made a motion to encumber the balance of the Safety Fund on December 31, 1997 for use in 1998. Dr. Riehl seconded the motion. The motion passed by unanimous vote.

Healthcare Clinic: Mr. Meyer reported the Clark County Healthcare Clinic had received a grant to construct a new clinic building. Dr. Burke stated that although the clinic operation was not part of the health department there were close ties and the clinic met an important role in the community to provide uninsured patients medical care.

Credit Card: Mr. Meyer requested the Board approve a credit card for the department to be used for travel and other department business. Dr. Riehl made a motion to allow the procurement of a credit card with a credit limit of \$1000 to be used for department business. The motion also instructed the administrator to set up guidelines for use of the card.

Petty Cash: Mr. Meyer stated the move of the prenatal clinic requires an additional location for petty cash. Dr. Riehl made a motion to increase the department's petty cash an additional \$30 to be utilized in the prenatal clinic. Kathryn Raines seconded the motion. The motion passed by a unanimous vote.

Pertussis Outbreak: Dr. Burke reported six cases of pertussis had been reported. All cases attend the same daycare center. The department sent advisories to all Clark County Physicians and required children and staff at the daycare to consult their physician for prophylactic treatment.

Board Members: Mr. Meyer reported Rhonda Croudep had resigned from the Board. Mr. Jacobi stated he was resigning at the end of his term 12-31-97 but would continue to serve until the Commissioners appointed his replacement.

The next scheduled meeting will be February 11, 1998 at 6:00 P.M.

There being no further business the meeting was adjourned at 7:20 P.M.

A handwritten signature in cursive script, appearing to read "James Howard D.V.M.", written over a horizontal line.

James Howard D.V.M.

Chairman