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**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
MARCH 19, 2008**

The meeting was held at the Clark County Health Department 1403 Spring St. Jeffersonville, IN.

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

Board Members Absent: Dr. Kemper, Ed Johnson

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

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

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

**ELECTION OF OFFICERS**

Ms. Allen made a motion to retain the same slate of officers Dr. Howard ,President and Dr. Thaker, Vice -President. Dr. Thaker seconded the motion. The motion passed unanimously.

**SECONDHAND SMOKE PRESENTATION**

Speaker cancelled.

**ASSOCIATION OF LOCAL BOARDS OF HEALTH**

Dr. Howard reported he had attended a meeting to form an Indiana Local Boards of Health organization. He discussed the purpose of the organization and possible benefits. Ms. Allen made a motion to join the organization and for Dr. Howard to be the representative. Dr. Thaker seconded the motion. The motion passed unanimously.

**PUBLIC SAFETY PLAN**

Dr. Burke reported the plan had been circulated to interested parties for comment. Those comments will be considered then the plan will then be submitted to the Commissioners.

**LAWSUIT**

The lawsuit involving ambulance services reached an agreement and an order of dismissal is in the process of being finalized. Mr. Kizer reported another lawsuit has been filed alleging the department erroneously issued a holding tank permit for sewage disposal at a residence that was to be connected to a sewer system. The county's insurance company is defending that case.

**OFFICE SPACE**

Mr. Meyer reported that clinic operations may be moved to space that Clark Memorial Hospital is purchasing from the Family Health Center. Details of the plan are ongoing.

**OLD BUSINESS**

Ms. McCurdy ,public health nurse, reported the immunization rate for Health Department patients had increased to 78% in the study just completed. The previous rate was 64%.

**NEW BUSINESS**

Dr. Burke reported a high number of flu cases present in the county. He also stated that Clark Memorial Hospital was experiencing bed usage at capacity on many days. Dr. Burke also reported on a State Board of Accounts review that cited some accounting procedure errors. The staff has prepared a response to the report and it will be provided to the County Commissioners as well as the Board.

**ADJOURN**

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

The meeting adjourned at 9:15 A.M.

  
Dr. James Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
JUNE 25, 2008**

The meeting was held at the Clark County Health Department 1403 Spring St. Jeffersonville, IN.

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

Board Members Absent: Dr. Kemper, Fay Allen

Staff Present: Dr. Burke, Jim Kizer, Brad Meixell and Mike Meyer

Dr. Howard called the meeting to order at 8:05 A.M. The minutes of the previous meeting were reviewed. Dr. Thaker made a motion to approve the minutes. Mr. Johnson seconded the motion. The motion passed unanimously.

**BUDGET**

Dr. Burke and Mr. Meyer reviewed the proposed budget for 2009. Mr. Johnson made a motion to approve the budget for submission to the County Commissioners. Dr. Martin seconded the motion. The motion passed unanimously.

**COURT CASE**

Mr. Kizer reported the lawsuit involving the Safety Plan had been dismissed by the judge. Mr. Kizer also discussed exploring legal solutions to above ground swimming pools that have been become mosquito breeding sites after their abandonment at foreclosed properties.

**OLD BUSINESS**

Mr. Meyer reported the clinic operations were going to move to Clark Memorial Hospital property at 1301 Akers Ave. Dr. Martin inquired about the status of the sewage holding tank at the Methadone Clinic. Dr. Burke stated staff have periodically checked for overflows and have not reported any problems and that the State Health Department issues the approval for the holding tank based on the proposed installation of city sewer to the facility.

**NEW BUSINESS**

None reported

**ADJOURN**

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

The meeting adjourned at 9:05 A.M.

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Dr. James Howard  
Board Chairman

*W. Johnson 10/08/08*  
*Dr. Thaker for Dr. Howard*

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
OCTOBER 8, 2008**

The meeting was held at the Louis Kratz Health and Wellness Center 1319 Missouri Ave. Jeffersonville In.

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

Board Members Absent: Dr. Howard ,Ed Johnson and Dr. Kemper  
Staff Present: Dr. Burke, Jim Kizer, Delynn Rutherford and Mike Meyer

Dr. Thaker called the meeting to order at 8:05 A.M.  
The minutes of the previous meeting were reviewed. Ms. Allen made a motion to approve the minutes. Ms. Natterman seconded the motion. The motion passed unanimously.

**ANNUAL REPORT**

Dr. Burke presented the Annual Report for 2007 to the Board.

**MEDICAL RESERVE CORPS**

Ms. Rutherford reported on the approval for the Medical Reserve Corps to be established to aid in disasters. Funding may become available in the next year to purchase supplies for the team.

**ATTORNEY CONTRACT**

Mr. Kizer presented a contract for legal services to the Board for 2008. He reviewed terms of the contract which remained the same as 2007. Dr. Martin made a motion to approve the contract. Ms. Allen seconded the motion. The motion passed unanimously.

**SAFETY PLAN**

Dr. Burke reported the plan had been presented to the Commissioners and a public comment period had closed. The comments were being reviewed and the final draft would be presented to the Commissioners in the near future.

**LAWSUIT**

Mr. Kizer reported the case involving the holding tank permit was being prepared for summary judgment and staff had submitted an affidavit for the process.

**BUDGET**

Mr. Meyer reported the State had not yet approved the County budget for 2008.

**OLD BUSINESS**

None reported.

**NEW BUSINESS**

Dr. Burke reported on the Departments' response to the wind storm in early September. Many food establishments lost power and water and had to close. Staff made numerous contacts with these establishments to assure proper disposal of food and safe procedures for reopening. Dr. Burke also discussed that accreditation of health Departments was being explored and the Board will be apprised of the progress of the progress.

**ADJOURN**

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

The meeting adjourned at 8:55 A.M.

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Dr. Thaker  
Board Vice Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
DECEMBER 11, 2008**

The meeting was held at the Louis Kratz Health and Wellness Center 1319 Missouri Ave. Jeffersonville In.

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

Board Members Absent: Dr. Martin

Staff Present: Dr. Burke and Mike Meyer

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

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

**AUDIT REPORT**

Dr. Burke presented the State Board of Accounts Audit Report for 2007 to the Board. The report cited Condition of Records, Personnel Policy and Compensation Benefits issues. A response to the report was discussed (attached). Mr. Johnson moved acceptance of the audit report and response. Dr. Kemper seconded the motion. The motion passed unanimously.

**PERSONNEL POLICY REVISION**

Dr. Burke stated when the County revised their vacation benefit in 2004 giving employees with 20 years service 20 days of vacation annually the Health Department had also been following this policy. The State Board of Accounts report noted this change should have been adopted by the Board. Ms. Allen made a motion to revise the personnel policy to add that employees with 20 years service or more will accrue 20 days of vacation annually and this change would be retroactive to January 1, 2004. Ms. Natterman seconded the motion. The motion passed unanimously.

**BOARD EVALUATION**

Mr. Meyer reported the Board had been invited to participate in Governance Assessment. The assessment would take approximately 2 hours to complete and would be facilitated by Purdue University staff. The Board expressed interest and requested materials be provided ahead of time to them.

**SAFETY PLAN**

Dr. Burke reported the plan had been passed by the Commissioners and County Council. The next step is publication.

**OLD BUSINESS**

None reported.

**NEW BUSINESS**

Dr. Howard appointed a committee including himself, Dr. Thaker and Ms. Ratterman to assist staff in reviewing the Departments' personnel policy. Mr. Meyer will schedule a date for the meeting.

**ADJOURN**

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

The meeting adjourned at 9:00 A.M.

  
Dr. Howard  
Board Chairman