

**CLARK COUNTY BOARD OF HEALTH  
EXECUTIVE SESSION  
MEETING MINUTES  
FEBRUARY 27, 2013**

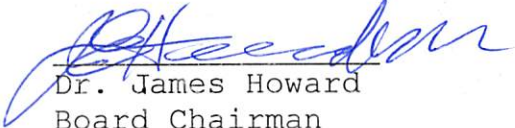
The meeting was held at the Lois Kratz Wellness Center 1319 Missouri Ave. Sparks Ave. Jeffersonville IN.

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

Board Members Absent: Dr. Kemper  
Staff Present: Dr. Burke, Mike Meyer  
Dr. Howard called the meeting to order at 7:30 A.M.

No subject matter was discussed other than to discuss initiation of litigation. Dr. Thaker motioned to adjourn the meeting. Ms. Natterman seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:25 A.M.

  
Dr. James Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
FEBURARY 27, 2013**

The meeting was held at Clark Memorial Hospital Wellness Center  
1319 Missouri Ave. Jeffersonville IN.

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

Board Members Absent: Dr. Kemper

Staff Present: Dr. Burke, Mike Meyer, Dorothy Waterhouse, Pam  
Hudson, Scott Wilson, Bridget McCurdy, Kay Branham

Dr. Howard called the meeting to order at 8:30 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.

**ELECTION OF OFFICERS**

Mr. Johnson made a motion to retain Dr. Howard as Board Chairman  
and Dr. Thaker as Vice-Chairman. Ms. Allen seconded the motion.  
The motion passed unanimously.

**ANNUAL REPORT**

Dr. Burke and Mr. Meyer presented the financial report for 2012.  
All Department supervisors reviewed the statistics for their  
programs for 2012. Ms. Allen made a motion to approve the  
report. Dr. Thaker seconded the motion. The motion passed  
unanimously.

**OLD BUSINESS**

Dr. Burke advised the Board that after repeated attempts to work  
out problems with Rural Metro Ambulance violating the Public  
Safety Plan and their contract agreement he was recommending to  
the County Commissioners their contract for Emergency Services  
with the County be terminated. He also reported other Ambulance  
Services currently contracted to provide emergency services  
would be able to expand into Rural Metro's coverage area.  
Mr. Meyer reported that 911 consolidation had not progressed  
since the September meeting due to newly elected officials  
beginning to become familiar with and begin to address the  
issues.

**NEW BUSINESS**

None reported.

**ADJOURN**

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

The meeting adjourned at 9:10 A.M.



Dr. James Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
APRIL 10, 2013**

The meeting was held at Family Health Center 1319 Duncan Ave. Jeffersonville IN.

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

Board Members Absent: Dr. Kemper and Ed Johnson

Staff Present: Dr. Burke, Mike Meyer, Bridget McCurdy, Brad Meixell

Dr. Howard called the meeting to order at 8:00 A.M.

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

**911 CONSOLIDATION**

Josh Thompson, Jeffersonville Fire Department, presented his views on the 911 consolidation project. He related that the effort has been progressing slowly and wants to try to get it moving. Much discussion was held on the process. The conclusion of the group was to invite all parties concerned to a meeting on May 8, 2014 to appoint a steering committee.

**PERSONNEL POLICY**

Mr. Meyer stated that when the Personnel Committee recommended the new policy and it was adopted August 8, 2012 an issue concerning sick leave they had recommended did not get acted upon at that time. Dr. Martin made a motion that employees who had accumulated more than 60 days sick leave when the new policy was adopted have those extra days converted to compensatory time at the rate of 10 days sick leave for one day compensatory time and this action to be retroactive to August 8, 2013. Dr. Thaker seconded the motion. The motion passed unanimously.

**BUDGET**

Mr. Meyer reported the Department budget had been reduced after review by the State Local Government Finance Division due to the county not having sufficient revenue to support the budget that had been proposed. No furloughs or layoff were anticipated but other expenditures will be severally decreased and could affect service delivery.

**FEES**

Ms. McCurdy reviewed the administration fees for immunizations and TB tests and recommended changes. Dr. Burke reviewed the fees for temporary food establishment fees and recommended changes. Dr. Martin made the following motion

1. Administration fees \$10.00 per immunization
2. TB test \$10.00
3. Temporary Food Service fee \$20.00 per day not to exceed \$40 for a 14 day period.

Dr. Thaker seconded the motion. The motion passed unanimously.

**OLD BUSINESS**

Dr. Burke advised the Board that Rural Metro Ambulance had terminated their contract agreement effective May 14, 2013 and Yellow Ambulance and New Chapel Ambulance would be providing service to the areas they currently serve.

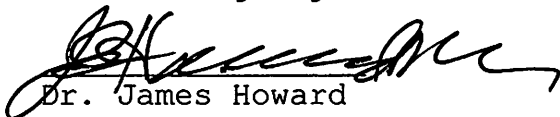
**NEW BUSINESS**

Mr. Meixell presented 2012 statistics for 911 operations.

**ADJOURN**

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

The meeting adjourned at 9:30 A.M.

  
Dr. James Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
EXECUTIVE SESSION  
MEETING MINUTES  
MAY 29, 2013**

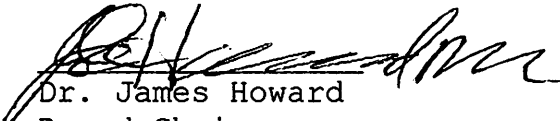
The meeting was held at the Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

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

Board Members Absent: Dr. Thaker  
Staff Present: Dr. Burke, Mike Meyer  
Dr. Howard called the meeting to order at 7:35 A.M.

No subject matter was discussed other than to discuss initiation of litigation. Dr. Martin motioned to adjourn the meeting. Ms. Natterman seconded the motion. The motion passed unanimously.

The meeting adjourned at 7:55 A.M.

  
Dr. James Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH**  
**MEETING MINUTES**  
**MAY 29, 2013**

The meeting was held at Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

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

Board Members Absent: None

Staff Present: Dr. Burke, Mike Meyer, Brad Meixell

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

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

**BUDGET**

Dr. Burke and Mr. Meyer reviewed the Health department's proposed budget for 2014. Brad Meixell reviewed the 911 budget for 2014. Mr. Johnson made a motion to approve both budgets for submission to the County Council. Ms. Allen seconded the motion. The motion passed unanimously.

**FEES**

Mr. Meyer requested that when grant funds do not cover costs for Gonorrhea and Chlamydia testing and the patients still request the tests that the patient be charged \$20.00 for the lab fee and processing. Dr. Martin made a motion to charge the requested fee. Dr. Thaker seconded the motion. The motion passed unanimously.

**OLD BUSINESS**

Dr. Burke advised the Board that Rural Metro Ambulance the termination was effective May 14, 2013 and Yellow Ambulance and New Chapel Ambulance are providing service to the areas they previously served. Dr. Burke reported appointments to the 911 Consolidation steering committee had been made by the affected governmental units and meetings to develop an interlocal agreement were scheduled. Dr. Burke also reported the Commissioners' attorney was updating the Public Safety Plan ordinance and had requested revision suggestions from the Health Department.

**NEW BUSINESS**

Dr. Burke reported one of the stamps with his signature was missing from the department. New procedures to secure the stamps have been initiated.

Dr. Kemper made a motion to adopt the following resolution

**Clark County Board of Health Resolution**

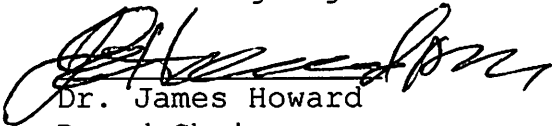
1. The Board fully supports the Health department administration and staff.
2. A complete, through and expeditious Jeffersonville Police Department investigation of this loss should occur if not already completed.
3. Responsible party or parties should make restitution for the loss as they are identified.
4. If responsible party or parties cannot be determined, then the bonding company should cover the loss as required by their insurance contract.
5. The Indiana State Board of Accounts has legal obligation to audit the books of the Health department and the cost of the audit should be covered by state funds rather than individuals within the department.

Mr. Johnson seconded motion. The motion passed unanimously.

**ADJOURN**

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

The meeting adjourned at 9:00 A.M.

  
Dr. James Howard  
Board Chairman



**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES**

**September 4, 2013**

The meeting was held at Lois Kratz Wellness Center 1319 Missouri Ave. Jeffersonville IN.

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

Board Members Absent: Dr. Kemper  
Staff Present: Dr. Burke, Mike Meyer

Dr. Howard called the meeting to order at 8:10 A.M.

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

**PERSONNEL POLICY**

Mr. Meyer presented proposed changes to the personnel policy as follows:

**Section 4.1**

Add: All regular full time employees are granted vacation time off with compensation based upon completed and uninterrupted employment unless an employee returns to the position they resigned from before a six month period they shall retain their previous vacation time accrual based on original hire date.

**Add: Section 4.5**

Regular full time or probationary employees may be granted leave of absence without pay for a period not to exceed one month (20 working days) per year with their anniversary date determining year beginning and end. The leave may be granted for the following 1. Continuing education 2. Medical reason 3. Personal or Business reason.

Leave must have prior approval by the Health Officer or Administrator.

**Section 4.4**

Delete: "Sick leave may also be taken to care for dependent children"

Add: Sick leave may be taken to care for a son or daughter. The son or daughter is a biological or adopted child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is (A) under 18 years of age; or (B) 18 years of age or older and incapable of self care because of a mental or physical disability

Dr. Thaker made a motion to approve the proposed changes. Ms. Allen seconded the motion. The motion passed unanimously.

#### **PRENATAL CLINIC GRANT**

Dr. Burke reported the State Board of Health had denied funding for the Grant that funded the prenatal program. The decision was appealed. The Department is exploring options to continue providing services to the patients the program serves.

#### **OLD BUSINESS**

Dr. Burke reported the 911 Consolidation steering committee had developed an interlocal agreement and it was distributed to all governmental units for acceptance. Dr. Burke also reported there was no new news on the theft from the prenatal clinic.

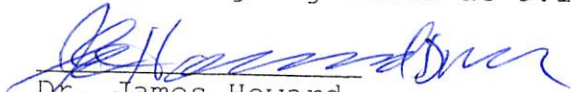
#### **NEW BUSINESS**

Dr. Burke reported west Nile virus had been identified in three mosquito sample pools in early August. Dr. Burke reported the Department would be participating in a know your local government meeting hosted by County Councilperson Kelly Khuri on September 25, 2013. Dr. Burke also shared with the Board he had participated in a news conference hosted by the Attorney General on Prescription Drug abuse and had also spoken to the Optimist Club on the same subject.

#### **ADJOURN**

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

The meeting adjourned at 9:10 A.M.

  
Dr. James Howard  
Board Chairman