

# Spencer County Board of Health

## Minutes, June 14<sup>th</sup>, 2023

The quarterly meeting of the Spencer County Board of Health was called to order at 6:30 pm on Wednesday, June 14<sup>th</sup>, 2023 by Bill Young, Chairman of the board. A quorum was present. Bill Young led an Invocation and Pledge of Allegiance.

### **The Following Board Members were present for all or part of the meeting:**

Bill Young, Chairman  
Arnold Braun, Vice Chairman  
Eric Kleeman  
Richard Thomas  
Mike Sisley  
Andrew Foster, Atty

### **The Following Staff Members were present for all or part of the meeting:**

Mindy Spinks-Registrar  
Barb Ninke-Environmental Sanitarian  
Kim Stallings-Food Sanitarian  
Kim Hay-PHN  
Lynn Varble-PHN

### **The Following Public were present for all or part of the meeting:**

Kim Litkenhus, Spencer Co. Tobacco Prev. & Cessation

### **Minutes**

Bill Young asked if there were any additions or corrections to the minutes of the previous meeting on April 12<sup>th</sup>, 2023. There were no additions or corrections to the minutes presented. Arnold Braun made the motion to approve the minutes as presented. Richard Thomas seconded the motion. All in favor. Motion carried.

### **Staff Reports**

Bill Young stated that the staff reports had been emailed out earlier to all the board members for them to review. Bill asked if there were any questions from the members about the staff reports or if the staff had anything to discuss. No additional discussion

was needed. Richard Thomas made the motion to approve the staff reports as read. Mike Sisley seconded the motion. All in favor. Motion carried.

### **Old Business**

- Bill Young stated that Kim Litkenhus from the Spencer County Tobacco and Cessation Program was present to present more information on the funding that they had requested from the Health Department. Kim Litkenhus started her presentation with statistics on the vaping epidemic within schools. She presented a packet with flyers and brochures that they use as educational handouts within schools and public events. Kim stated that they receive funding from the Tobacco Settlement, which is a competitive grant, but still need extra funding to help cover costs of materials, training, and programs they would like to have presented within the county. Kim stated they had turned in three requests for funding.
1. The first request is for \$1000.00 to purchase brochures from Journeyworks Publishing on tobacco, vaping, and E-cigs. Kim stated that each brochures cost \$2.00, and they requested 500 brochures. She stated that they use these as educational handouts throughout the county.
  2. The second being the guest speaker, Chris Herron. Kim stated that the cost is \$ 12,500.00 for 2 presentations plus travel. Kim stated that they have letters of support from North Spencer and South Spencer school corporations. Kim said that they would work with St Bernard's to have the 8<sup>th</sup> grade students bused over to South Spencer High school to attend the event. Kim said that they have been working closely with the schools and that they would be available before and after the event to help anyone that would ask for help. The board asked Kim to submit a more detailed outline of what would occur before the presentation and after the presentation with the Tobacco and Cessation Programs responsibility. Kim stated that she would.
  3. The third funding request is for \$ 1000.00. This funding would go toward training opportunities from ReThink Tobacco. The cost is \$600.00 per person. They would like to train 2 individuals. Justin Heck from LifeSpring Health Systems and LifeSprings has agreed to cover \$200.00 of the costs if the Health Department covers \$400.00. The second person would be from Kairos Counseling at the \$600.00 amount.
- The Health Board had an open discussion about all 3 requests, and it was decided to wait. Bill Young stated that at this time there would be a process that would require multiple steps at the local level and state level to get funding made available and that this would push the availability to the first of 2024 year.

- The board discussed that there needs to be a process put in place to review funding requests submitted to the Health Board. Bill stated that all requests would have to fall under the Public Health Core Service requirements per IDOH and that the state would require a contract between the Health Department and the outside organization.
- Bill Young presented more information about the GPHC funding. Bill stated that Tom Brown, Commissioner Chair requested the Health Board to submit recommendations regarding opting in/out along with a supporting plan/budget. Bill stated that the Commissioners would have to notify the State by September 1<sup>st</sup>, 2023, of opting in or out. The targeted proposal date would be the first Commissioners meeting in August. Bill stated that there needs to be an internal evaluation by the Health Officer, Health Board and Staff. The Health Board would then need to form a core group to review the findings and identify additional recommendations. Bill stated that some of the potential collaborative organizations to form a core group could be School nurse/social worker, Spencer County Health Coalition representative, hospital networks, Commissioner and Council member representation. Bill stated that the core group could be supplemented as required by: Prosecutor, EMA/EMT, resource organizations like Way, CASA and Crisis Connection.
- Bill Young stated that a special Health Board meeting would need to be put in place no later than the 3<sup>rd</sup> week in July. This meeting would be to review, update and approve what has been requested by the Commissioners.
- It was decided that the Special Health Board Meeting would be held on July 17<sup>th</sup>, 2023 at 6:30 pm in Commissioners meeting room.
- Bill stated that in SB #4 that there are some changes that affect the health board. Bill stated that there are changes to the Health Officer qualifications and required "training". IDOH is required to make the annual local health department reports available to the public. IDOH annually report core service metrics to budget committee and publish and changes to local Health Board population under 200,000 still 7 members but now 5 in the core disciplines. Council appoints 1 and the 7<sup>th</sup> is from a list provided to the executive body of the most populous municipality.
- Bill Young stated that the OSS ordinances become void on July 1<sup>st</sup>, 2023, pending submission and approval by a State Technical Review Panel (TRP). The ordinance can not be submitted for approval until October 1<sup>st</sup>, 2023, in order for us to still be able to charge a fee we will need to request the Commissioners to approve an OSS fee ordinance before July 1<sup>st</sup>, 2023. This way we can continue to collect OSS

related fees for the county. Bill also stated that our Spencer County installer certification requirements becomes void until reviewed and approved by the TRP. Andrew Foster, Attorney for the Health Board stated that he would contact Jeff Lindsey, Attorney for the Commissioners, and see if they could get a fee ordinance in place so we can collect fees. Arnold Braun made a motion to present the Commissioners with a fee ordinance to reinstate the same fees that we have always collected so that it could be put in place by July 1<sup>st</sup>, 2023. Eric Kleeman seconded the motion. All in favor. Motion carried.

- Bill Young stated that ALL Health Department fees must be approval by the Health Board.
- It was discussed that HB 1457 passed and will be in effect July 1<sup>st</sup>, 2023. In this bill it states in Section 14 (c) A local health officer may issue a certificate of birth, death, or stillbirth from the electronic registration systems in section 3.1 of this chapter, regardless of the location of the filing of the record. The state DRIVE system does not have the capacity at this time for this to be allowed. The state is in the process of hiring extra help to make this work and there are still a lot of things to work out. The State is only looking at birth records currently. A lot of counties are going to opt to put a policy in place to only issue births filed in their county. At the April VR meeting even the State attendees said that the DRIVE system cannot handle this. Different counties had legal concerns over the issuance of the certificates. And no one seemed to have a process to follow such as do we call the State/ County that owns record to check for amendments, missing child, State enters records not in, State 120 days behind, and so on. So, Mindy Spinks, Registrar, suggested following what some of the other counties were doing and put a policy in place that at this time the Health Department would only issue birth records filed in Spencer County. Mindy stated that once things are figured out and the DRIVE system has the capability, we can review the policy and make a change if the board sees fit. Eric Kleeman made the motion to have Andrew make a policy that the Health Department would only issue certificates filed in Spencer County. Arnold Braun seconded the motion. All in favor. Motion carried.
- Bill stated that we would send out the email again with the information and Resolution No. 2022-1 on virtual meetings for the board members to review.
- Bill stated that we were waiting on the 3<sup>rd</sup> year CoAg grant contract to be sent.

## New Business

- The PHEP contract for budget period 5 was presented to the board for their approval. Mike Sisley made the motion for the Health Officer, Chairman and Lisa Stuteville to sign the PHEP contract for the 23/24 budget period. Eric Kleeman seconded the motion. All in favor. Motion carried.
- The immunization grant budget was reviewed. Arnold Braun made the motion to approve as presented. Richard Thomas seconded the motion. All in favor. Motion carried.
- The 1206 ILHDTA budget was reviewed. Erick Kleeman made the motion to approve as presented. Mike Sisley seconded the motion. All in favor. Motion carried.
- The 1168 LHMF budget was reviewed. Richard Thomas made the motion to approve as presented. Mike Sisley seconded the motion. All in favor. Motion carried.
- The 1159 Health budget was reviewed. It was discussed increasing the Health Board members' compensation from 40.00 per meeting to 50.00. Arnold Braun made a motion to approve the health budget with the 10.00 increase to the HB compensation. Richard Thomas seconded the motion. All in favor. Motion carried.

Reminder that the next Health Board meeting: Special Meeting on July 17<sup>th</sup>, 2023 @ 6:30 pm Commissioners meeting room.

Mike Sisley made a motion to adjourn. Richard Thomas seconded the motion. All in favor. Meeting adjourned at 9:00 pm