

Sullivan County Board of Health- Regular Monthly Meeting

Date: 19 July 2018

Location: Sullivan County Courthouse Commissioner's Meeting Room

A meeting of the Sullivan County Board of Health was held. Timely public notice was made by a public posting at the Health Office & Courthouse and by advertisement in the Sullivan Daily Times.

Members Present: Jessy Woods, MD; Patricia Morgan; Barbara Mowery, MD; Judith Weathers

Member Absent: Deirdre Dugan, RN; Amy Hale, RN; Jana Pounds

In Attendance: Michael Gamble, MD, MBA; Kelly Wood, RN, PHN; Matthew Herrick, MHA; Dennis Clark, Press

- 1) The meeting was called to order by Dr Woods after noting the presence of a quorum.
- 2) Approval of minutes from the meeting held 21 June 2018: Motion by Dr Woods, Second by Ms. Morgan, all in favor.
- 3) Approval of Claims Vouchers as presented: Motion by Dr. Mowery, Second by Ms. Weathers, all in favor.
- 4) Health Administrator Performance Report

- June Receipts:
  - 86 Birth Certificates
  - 57 Death Certificates
  - 2 Septic Permits
  - 17 Food Permits
- Environmentalist:
  - 24 On-Site Sewage Cases
  - 3 Complaints
  - 20 Pending Septic Systems
- Foods:
  - 19 Initial Inspections
- Meetings/Events/Activity:
  - Baby Shower Event
  - Plaza Palooza
  - Sullivan Park & Lake
  - Vigo County Vector Control Meeting
  - E-Gov website design
  - Medicaid Provider Application Completed (fee is waived)
  - 2019 Budget submitted (hearings will be scheduled Aug 27-29)
  - Hired RN Micah May, prn
  - Bill Board is up on Hwy 41
- Public Health Nurse:
  - 6 animal bites
  - 4 Epi
  - 0 Hepatitis- State Intern

- 2 pending Epi
- 4 open latent TB (WVCF)
- 0 active TB
- 71 Vaccines (38 VFC, 32 Vaxcare, 1 317 program)
- 5 TB tests
- Update on Hepatitis A outbreak- state is expanding the case definition so may increase numbers of affected counties
- 29 YTD gonorrhea/chlamydia cases

5) Old Business:

- Vector Control: Limited spraying will start. Notification of town boards and a newspaper notification will proceed in case there is a request for no spray or in case a town is already doing this service. A letter was reviewed which will go out. The plan to proceed at Sullivan Park & Lake and the public areas reviewed.
- Air-Conditioning in office: It is not working and we have had to close early due to excess heat. The Board of Health and the County Commissioners have been aware. A new unit is currently being installed by the Commissioners. The Board agreed for Dr Woods to send a letter to the Commissioners advising of the need to remodel, buy, rent, or build a new building and office for the Health Department.
- Tire Tack Back: Recycling center/landfill can take cut up tires. No one around recycles. Cost will be about \$220/100 tires to cut up and remove. The board decided to plan to use next year's grant funds to remove up to 1,000 tires.

6) New Business:

- A letter will start being sent to the parents of all Sullivan County births congratulating them on their child, informing them of the process to obtain birth certificates, and providing promotional materials describing the services of the Health Dept. The letter was reviewed by the Board.
- Fees: There was a discussion of fees for documents such as birth and death certificates. Some various entities such as Child Welfare, Customs & Immigration, Sheriff's Department, and Police Officers have requested the fees to be waived. The Board advised the usual fee as established shall be charged to all entities.

7) Good of the Order: None

8) Motion to adjourn by Dr Woods, Second Ms. Morgan, all in favor.

Future Meeting: 816-18 at 7PM at Sullivan County Health Dept Office.

_____	Michael Gamble, MD, MBA, Health Officer
_____	Jessy Woods, MD, Board of Health President
<u>absent</u>	Deirdre Dugan, RN
<u>absent</u>	Amy Hale, RN
_____	Patricia Morgan
_____	Barbara Mowery, MD
<u>absent</u>	Jana Pounds
_____	Judith Weathers