

Sullivan County Board of Health- Regular Monthly Meeting

Date: 15 February 2018

Location: Sullivan County Health Department Office

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

Members Present: Jessy Woods, MD; Patricia Morgan; Amy Hale, RN; Judith Weathers

Member Absent: Barbara Mowery, MD; Deirdre Dugan, RN; Jana Pounds

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

- 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 18 January 2018: Motion by Dr. Woods, Second by Ms. Morgan, all in favor.
- 3) Approval of Claims Vouchers: Motion by Ms. Weathers, Second by Ms. Hale, all in favor.
 - Office Connection \$106.32
 - Henry Schein \$243.03
 - Matthew Herrick \$297.08
 - Matthew Herrick \$50
 - Kelly Wood \$50
 - SteriCycle \$37.86
 - IVRA \$50
 - First Financial- Car Seat Course \$170
 - First Financial- Amazon-supplies \$46.30
- 4) Health Administrator Performance Report
 - January Receipts:
 - 106 Birth Certificates
 - 77 Death Certificates
 - 0 Septic Permit
 - 9 Food Permit
 - Public Health Nurse:
 - 2 animal bites
 - 3 Epi
 - 3 Hepatitis
 - 2 D/C
 - 8 Pending
 - 34 Vaccines
 - 8 TB tests
 - AFIX Site Visit- data being reviewed as errors on state report
 - Kindergarten Roundup with flier planned
 - Vaccine Standing Orders being created

5) Old Business:

- 1st Financial Credit Card has been approved
- Website Design- quote presented from Edge IT for information- tabled
- Grant Status Update
 - Duke Energy- check in mail for Glo Germ
 - WIN Energy- submitted for mosquito sprayer equipment
 - Smithville- submitted for child's play/educational table
 - Immunization Division ISDH- submitted
 - Wabash Valley Community Foundation- letter of intent due
 - Child Passenger Safety Technician- Matt & Kelly registered for training course

6) New Business:

- Updated Job Descriptions for FT PHN, PRN PHN, FT Health Administrator/Environmental Health Specialist reviewed. Motion to approve by Ms. Weathers, Second by Ms. Morgan, all in favor.
- 2017 Annual Report reviewed. Motion to approve by Dr. Woods, Second by Ms. Hale, all in favor.
- Swearing in of Board Members: Dr. Woods, Ms. Hale, Ms. Weathers, and Ms. Morgan were sworn in by Notary Matthew Herrick.
- Helmer Units: Estimate for service and calibration of Helmer Units for \$1625 was reviewed. Motion to approve maintenance plan for 3 units made by Dr. Woods, Second by Ms. Weathers, all in favor.
- ISDH/CDC guidelines for lead testing and management were reviewed and will be distributed to local primary care practices.

7) Good of the Order:

- Discussion of remodeling, building needs
- Discussion of Health Department trailer use. It was decided this trailer needs to be used by the Health Department as it was purchased with Health Department Grant Funding.
- Discussion of Health Department Logo. Sample was shown and all comments were positive

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

Future Meeting: 3-15-18 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
_____	Amy Hale, RN
_____	Patricia Morgan
<u>Absent</u> _____	Barbara Mowery, MD

Absent _____

Jana Pounds

Judith Weathers