

Sullivan County Board of Health- Regular Monthly Meeting

Date: 18 January 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; Deirdre Dugan, RN; Jana Pounds

Member Absent:

Amy Hale, RN; Judith Weathers; Barbara Mowery, MD

In Attendance: Michael Gamble, MD; Matthew Herrick, MHA; Ray McCammon, Commissioner

- 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 December 2017: Motion by Ms. Dugan, Second by Ms. Morgan, all in favor.
- 3) Approval of Claims Vouchers: Motion by Dr. Woods, Second by Ms. Morgan, all in favor.
 - Office Connection \$79
 - Matthew Herrick, mileage \$105.72
 - Matthew Herrick, paper \$22.99, IEHA membership \$40
 - Mathew Herrick \$50 Cell Phone Reimbursement
 - Kelly Wood \$50 Cell Phone Reimbursement
 - Michael Gamble \$230 Indiana Vector Control Conference
- 4) Health Administrator Performance Report
 - December Receipts:
 - 70 Birth Certificates
 - 69 Death Certificates
 - 3 Septic Permit
 - 21 Food Permit
 - Public Health Nurse: 2 animal bites, 6 Infectious Disease Epidemiology cases
 - 27 Vaccinations- 18 VFC, 9 Vaxcare
 - Preparing for Immunization Health Educator and Compliance Visit
 - Visited Medicaid Office, WIC office, Schools
 - Health Maintenance Carry Over \$109,490.57
 - Health Trust Carry Over \$140,405.72
- 5) Old Business:
 - Judith Weathers was reappointed; Jana Pounds will replace Sharon Pigg

6) New Business:

- 1st Financial Bank Business Credit Card: Discussion regarding need for credit card to make online purchases and purchases for approved items without a line of credit. Motion by Dr. Woods, Second by Ms. Dugan to approve a credit card with \$1,000 limit, signatories Matthew Herrick and Kelly Wood, with payment vouchers to be approved by Board of Health as recommended by County Auditor. All in favor. A letter was signed to send with the application.
- Website discussion: For information only at this time.
 - EGOV Strategies: \$15,000 + \$1800 /year maintenance for whole county
 - EGOV Strategies: \$10,000 + \$1800/year maintenance for Single Department
 - EdgeIT bid pending
 - Vista Print can do simple site for around \$1000
- Head Lice: A discussion regarding head lice in the school systems was held. The Northeast and Southwest School Corporation No Nit Policies were examined. The CDC guideline for schools was discussed. The 2017 Communicable Disease Reference for Schools was discussed. Recommendations from AAP, CDC, and various organizations recommend against a No Nit Policy. The Health Board Recommends the Health Officer provide a statement from the Sullivan County Board of Health stating:
 - No Nit Policies should be discontinued.
 - A child with live lice should be sent home for treatment if determined appropriate by the school nurse.
 - Education regarding treatment and prevention will made available by the Health Department.
- Grant Discussion:
 - Administrator is preparing annual report
 - Duke Energy Grant for Glow Germ Project denied but Duke is sending \$500 to purchase
 - Child Passenger Safety Grant
 - Wabash Valley Community Foundation Grant
 - Smithville Charitable Foundation Grant
 - ISDH Immunization Grant
 - July 2018 to June 2019
 - Possible to make PHN a full time position. This was discussed with members of Council and they agreed to present option for full time nurse to be paid using this reimbursement grant with interim salary/benefits from County Council.
 - Motion by Dr. Woods, Second by Ms. Morgan to change Public Health Nurse position from part-time to full-time upon approval of Council. All in favor.
- EDIT: Motion by Dr. Woods, Second by Ms. Dugan to send letter to Commissioners asking for consideration of using some EDIT money for the Health Department. All in favor.
- Election of Officers: Motion by Ms. Morgan, Second by Ms. Pounds to retain Dr. Jessy Woods as Chairperson and Ms. Deirdre Dugan as Vice-Chair. All in favor.

7) Good of the Order: Mr. McCammon advised all Board of Health members need official swearing in. This will be done at the next meeting.

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

Future Meeting: 2-15-18 at 7PM at Sullivan County Health Dept Office.

_____ Michael Gamble, MD, MBA, Health Officer

_____ Jessy Woods, MD, Board of Health President

_____ Deirdre Dugan, RN

_____ Amy Hale, RN

_____ Patricia Morgan

_____ Barbara Mowery, MD

_____ Jana Pounds

_____ Judith Weathers