

Sullivan County Board of Health- Regular Monthly Meeting
Date: 16 November 2017
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; Amy Hale, RN; Patricia Morgan; Barbara Mowery, MD; Sharon Pigg;
Judith Weathers

Member Absent:

Deirdre Dugan, RN

In Attendance: Michael Gamble, MD; Matthew Herrick, MHA; Kelly Wood, RN; 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 26 October 2017: Motion by Dr. Woods, Second by Dr. Mowery, all in favor.
- 3) Approval of Claims Vouchers: Motion by Ms. Morgan, Second by Dr. Mowery, all in favor.
 - Michael Gamble- \$109.98 Epinephrine autoinjector reimbursement
 - Michael Gamble- \$16.37- Vinyl letters for mural
 - Michael Gamble- \$817.00- Inspection laptop
 - Kelly Wood- \$8.31- Mural supplies
 - Matthew Herrick- \$275.12- Mileage
 - Michael Gamble- vacuum cleaner reimbursement
 - Michael Gamble- Clinic Supplies reimbursement
- 4) Health Administrator Performance Report
 - October Receipts:
 - 82 Birth Certificates/\$820
 - 66 Death Certificates/\$660
 - 2 Septic Permit/\$50
 - 21 Food Permit/\$525
 - Public Health Nurse: 5 animal bites, 14 Infectious Disease Epidemiology cases
 - State Vaccine Compliance Visit scheduled November 20
 - Wall Mural Complete
 - VaxCare Webinar scheduled
 - TB testing in progress for Sullivan County EMS
 - TB testing program in place for public
 - Labor of Love Summit attended
 - Environmental Report
 - 6 Food Inspections
 - 1 Septic Inspection
 - Septic Site Visits

- Coal Festival Education
- IVRA meeting attended- Matthew Herrick passed Vial Records Professional Examination

5) Old Business:

- Fee Schedule was approved by Commissioners and is now in place
- VaxCare agreement completed with go live December 8, 2017
- Sharps Disposal- no change to plan
- Wall Mural- done in clinic room
- Letter of support for Book Eye4 Scanner was sent
- Employee Cell Phones- Discussion of work phone plan vs. employee stipend for reimbursement for work phone use for field staff. Motion by Dr. Woods, Second by Ms. Morgan to pay Health Administrator and Public Health Nurse \$50/month each for phone/data usage. All favor.

6) New Business:

- 2018 Meeting Dates: Will move to 3rd Thursday each month at 7PM in Health Department Office. Motion by Dr. Woods, Second by Ms. Weathers, all favor.
- Vacuum Cleaner Voucher was already approved

7) Good of the Order: Discussion of Board of Health Appointments due year end. Ms. Pigg plans to retire from the board. Ms. Weathers plans to seek reappointment. Dr. Woods asked for the board to consider names to submit to the Commissioners.

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

Future Meeting: 12-21-17 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

_____ Sharon Pigg

_____ Judith Weathers