

**Hendricks County Board of Health Meeting**

**May 1, 2018 7:00 p.m.**

Hendricks County Government Center

Commissioner/Council Meeting Room

355 S Washington St.

Danville, IN 46122

The Hendricks County Board of Health met Tuesday, May 1, 2018 at 7:00 p.m. in the Commissioner/Council Meeting Room at the Hendricks County Government Center.

**Board Members in Attendance:**

Mr. Bruce Dillon

Dr. James Richardson

Dr. Larry Caskey

Ms. Debra Campbell

Mr. David Hardin

Dr. Andrew Cougill

**Hendricks County Staff in Attendance:**

Dr. David Stopperich, Health Officer

Ms. Julie Haan, Environmental Health Director

Ms. Kandi Jamison, Director of Public Health Nursing

Ms. Leanna Truitt, Healthy Families Program Manager

Ms. Lisa Chandler, Team Lead, Food

Ms. Ginger Harrington, Team Lead, Septic

Mr. Jeff Corder, Public Health Preparedness Coordinator

Mr. Chase Cotton, Public Health Education Specialist

**Board Members/Others Absent:**

Mr. Brian Cobb

**Others in Attendance:**

Mr. Eric Oliver, Attorney

Mr. Larry Hesson, County Council

**Determination of a Quorum**

Dr. Cougill called the meeting to order at 7:00 p.m. with a quorum present.

**Approval of Minutes**

Mr. James Richardson made a motion to approve the minutes from the March 6<sup>th</sup> Board of Health meeting.

Mr. Bruce Dillon seconded the motion. All were in favor; and the motion passed.

**Introduction of New Staff**

Ms. Julie Haan introduced Mr. Chase Cotton as our recently hired Public Health Education Specialist. Mr. Cotton has a Bachelor of Science in Public Health and is a great addition to our staff.

**Unfinished Business**

***Mark Lyon Default Judgment Deadline***

Ms. Haan provided a copy of the Default Judgment against Mark Lyons for the illegal installation of a septic repair. The six months that the Court gave Mr. Lyons to reimburse the Crouch family for a reduction of the fine has expired.

***Draft Holding Tank Policy***

A draft copy of the Holding Tank Policy was provided. The purpose of the Policy is for guidance on when to allow temporary occupancy of a newly constructed residence utilizing a sewage holding tank. The requirements for the builder and homeowner were set forth in the "Procedure" section. Ms. Debra Campbell made a motion to accept the Policy. Dr. Richardson seconded the motion. All were in favor; and the motion passed.

## **New Business**

### ***Preparedness Plans Update***

Mr. Jeff Corder gave an update on the Preparedness activities that he has been coordinating. Mr. Corder informed the Board there are five sites in our county that can be used as a POD (Point of Dispensing). The Federal Government requires all counties to have a mass prophylaxis procedure in place where all citizens of the county can be given medication within 24-48 hours after possible exposure. Hendricks County currently has five sites: Avon High School, Danville High School, Plainfield Middle School, Brownsburg East Middle School, and the Hendricks County Fairgrounds. Jeff designed a map of each location and shared the Incident Command Chart showing the flow of communication. Jeff also coordinates the MRC (Medical Reserve Corp) for our county and currently has about eighty volunteers. There is also a Family Assistance Center (FAC) that can be utilized in a different type of county emergency. Jeff informed the Board that classes are being offered September 10-14 that are geared towards first responders and large-scale incident training. Dr. Stopperich asked Jeff to explain how the MRC works and the system in place to train volunteers prior to a situation. Ms. Campbell commented how impressed she is with the work that Jeff has done.

### ***Bed Bug Discussion***

Ms. Haan would like to keep the communication open with the Board about the complaints we receive regarding bed bugs. We respond to multiple complaints at the same hotel and provide education, but there is no federal, state regulation or local policy regarding bed bugs. After discussion and questions between the Board, Dr. Stopperich and staff, Dr. Cougill suggested that Dr. Stopperich talk to the Commissioners and have statistics available to share with them. If we continue to go out repeatedly to the same location on bed bug complaints, and education has been provided, Ms. Haan asks that we consider having a Bed Bug Policy in place for enforcement to gain better compliance. Dr. Richardson added that Hendricks Regional Health has a policy in place for bed bugs.

### ***Immunization Grant Budget***

Ms. Kandi Jamison provided two budget options for the Immunization Grant Budget. One option includes a full time Public Health Nurse and the other option is for two part-time Public Health Nurse positions. Dr. Larry Caskey made a motion to conditionally approve both budgets depending on staffing availability. Dr. Richardson seconded the motion. All were in favor; and the motion passed.

### ***Nursing***

Our local Health Department is being proactive and providing information and education regarding Hepatitis A. Channel 6, 8 and 13 interviewed our staff. The Indiana State Department of Health issued a press release related to the outbreak in southern Indiana, which sparked concern in our area.

### ***Environmental Health Update***

The 2018 Pool School was very successful and provided a great learning environment for pool operators across the county. Ms. Haan informed the Board that we applied for the MRC Challenge Grant and received it. We are one of eighty chapters in the United States, and she wanted to applaud Jeff for his work on this.

### ***Healthy Families Update***

Ms. Leanna Truitt reported that Healthy Families is currently fully staffed and fully trained to do home visits and assessments. Ms. Truitt has been focusing on Accreditation. The State of Indiana is conducting a prep visit on Thursday doing interviews with staff for the type of questions that National interviewers will ask. The standards are very lengthy and in depth, but basically just want to know how the Staff does their job and adhere to the standards. Healthy Families just received feedback from their site visit last week. DCS (Department of Child Services) will be conducting a site visit August 19<sup>th</sup>-21<sup>st</sup>. They will be interviewing staff and families during this time frame.



### Health Officer Update

Dr. Stopperich is working through the transition in the Health Department following Ms. Tammy Brinkman's retirement. Ms. Jamison is now the Director of Public Health Nursing, with Ms. Nicole Oppy as Assistant Director of Public Health Nursing. Other nursing positions have rotated as well. Dr. Stopperich held an exit interview with Ms. Brinkman, and she wanted to let us know she's available for questions. The Leadership Symposium was very informative. Staff evaluations will be conducted in May, and Dr. Stopperich has asked for input from the Board members. Dr. Cougill will compile the feedback for his evaluation.

Ms. Haan added that she received an email that the budget schedule is being expedited by June 15<sup>th</sup> this year. Our next Board of Health meeting is scheduled for July, so Dr. Cougill suggests that Ms. Haan send the budget to the Board of Health via email and to flag anything new or that needs attention.

### Adjourn

Mr. Hardin made a motion to adjourn the meeting at 8:12 p.m. Mr. Richardson seconded the motion. All were in favor; and the motion passed.

Debra Campbell

Paula Cougill

W. J. Oppy

David Hardin

David M. Stopperich, M.D.

Health Officer and Board Secretary

7-10-18

Date Minutes Approved