

**Hendricks County Board of Health Meeting**

**March 1, 2016**

**7:00 p.m.**

Hendricks County Government Center  
Commissioners/Council Meeting Room  
355 S Washington St.  
Danville, IN 46122

The Hendricks County Board of Health met Tuesday, March 1, 2016 at 7:00 p.m. in the Commissioner's Office at the Hendricks County Government Center.

**Board Members in Attendance:**

Dr. James Richardson  
Dr. Larry Caskey  
Mr. Bruce Dillon  
Mr. Adam Kilbride  
Mr. David Hardin

**Hendricks County Staff in Attendance:**

Dr. David Stopperich, Health Officer  
Ms. Julie Haan, Director, Environmental Health  
Ms. Tammy Brinkman, Director of Nursing  
Ms. Ginger Harrington, Team Lead, Septic  
Ms. Leanna Truitt, Healthy Families Program Manager  
Ms. Lisa Chandler, Team Lead, Foods  
Ms. Kandi Jamison, Assistant Director of Nursing  
Ms. Brittney Younger, Preparedness Coordinator  
Ms. Marilee Evans, Public Health Nurse  
Ms. Nicole Oppy, Public Health Nurse  
Ms. Elizabeth Moore, Baby & Me Coordinator  
Ms. Sandy Bennett, Public Health Nurse  
Ms. Barbara Wells, Family Resource Specialist

**Board Members (Others) Absent:**

Dr. Andrew Cougill  
Mr. Brian Cobb

**Others in Attendance:**

Mr. Eric Oliver, Attorney  
Mr. Larry Hesson, County Council  
Mr. Aaron Atwood, Nursing Student, ISU

**Determination of a Quorum**

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

**Introduction of New Staff**

Ms. Tammy Brinkman introduced Ms. Elizabeth Moore, Ms. Sandy Bennett and Ms. Barbara Wells, recently hired staff.

**Approval of Minutes**

Mr. Richardson made a motion to approve the minutes from the January 5, 2016 Board of Health meeting. Dr. Larry Caskey seconded the motion. All were in favor; and the motion passed.

**Old Business**

*Amended Food Ordinance Draft*-Following the recommendation from Board Members, Ms. Julie Haan spoke to Mr. Mike Graham regarding the proposed placement of QR Codes in Hendricks County food establishments. Dr. David Stopperich spoke briefly to Commissioner Palmer, and she invited the Board of Health to attend a Commissioner's meeting to communicate the proposal in an open forum. Another possibility is asking the food establishments to voluntarily place the placards with the QR codes in their

windows. Mr. Adam Kilbride made a motion to move forward with pursuing the QR code placement voluntarily. Mr. David Hardin seconded the motion. All were in favor; and the motion passed.

### **New Business**

*Environmental Policies-* A memo was presented to the Health Board Members regarding the annual review of Environmental Policies. The memo requested the Board authorize their continued use of the environmental policies listed on the memo. Dr. Richardson made a motion to continue to use the Policies. Mr. Kilbride seconded the motion. All were in favor; and the motion passed.

*Reallocation of Funds-*Ms. Cinda Kattau, Auditor, spoke with Ms. Haan regarding money that was in a Women of Influence fund that is no longer used. The Board agreed that the remaining funds of \$1,788.61 should be moved to the health fund. Ms. Haan will ask the Council to move the funds.

*Community Health Assessment & Community Health Improvement Plan-*Ms. Rachel Fogleman and the Hendricks County Health Partnership finished the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) and she presented it to the Health Board Members. After reviewing the documents, Mr. Hardin questioned the 16% public drinking water supply violations. Ms. Haan explained that percentage encompasses boil water orders. The CHIP addresses issues within five health priority areas. The Partnership worked on plans regarding these five health priority areas to be accomplished by the end of 2018. Ms. Fogleman will present the CHA and CHIP to the Commissioners. The Partnership meets quarterly, and workgroups as needed.

*Family Assistance Center-Full Scale Exercise-*Ms. Brittney Younger explained the concept of the Family Assistance Center (FAC). A preparedness exercise was conducted on Saturday, February 27 at Danville High School. A number of partners from the community participated, including: EMA, Sheriff's Department, Coroner's office, Danville Police Department, Cummins, Social Services at IU West and Hendricks Regional Health, and the American Red Cross. Ham radio operators were also on-site, setting up and testing equipment.

*National Environmental Health Association-* Ms. Haan reported that four employees of the Environmental Health Department attended a National Environmental Health Association (NEHA) meeting in Florida. They were asked to bring innovative ideas back that would increase productivity or prove useful. Ginger Harrington attended the NEHA convention and presented the project that she felt would be useful to our department. Seasonal staff will be hired for the summer months to inspect outdoor pools and provide vector control and research. Ms. Harrington, with help from other staff, created a video relaying information about the position that was designed to make the job more appealing to the younger workforce. Requirements include having a valid driver's license and a vehicle. The position pays mileage, \$10 per hour, and typical hours would be 8am-1pm Monday through Friday.

*Staff Recognition-*Ms. Brinkman presented a letter from the State Health Commissioner of the Indiana State Department of Health praising Marilee Evans and Nicole Oppy on recent work in Hendricks County. The pair investigated potential varicella and pneumonia outbreaks last Fall. The State wanted to recognize extraordinary efforts of the Hendricks County Health Department Nursing Division. Dr. Richardson praised their efforts as well.

### **Healthy Families**

Ms. Truitt updated the Board on recently hired staff. Open positions included a Family Resource Specialist (FRS) and a Family Support Specialist (FSS). Barbara Wells has accepted the FRS position. Ms. Truitt reviewed the Healthy Families report, showing that the number of assessments were down due to limited space for families in the program which was due to open staff positions. The current families that are

serviced have 80-100% immunization rates, and they all have a medical home. The annual site review in January went well overall.

## **Nursing**

Student nurses from Chamberlain College of Nursing and Indiana University and Indiana State University (ISU) will be present in the Nursing Division throughout the Spring Semester. Aaron Atwood, student nurse from ISU was introduced to the Board.

The World Health Organization declared the final African country, Guinea, free of Ebola virus transmission on December 29, 2015 and local health departments were no longer required to conduct daily active monitoring of travelers to the United States from Africa. From October 2014 through December 2015, a total of 337 persons were monitored in Indiana and sixteen Hendricks County travelers were monitored for symptoms of Ebola twice a day for 21 days. In Hendricks County this came to 672 face to face visits either in person or by video chat.

Ms. Sandy Bennett, Public Health Nurse, started full time February 1 on the Immunization Grant, and has completed orientation on giving immunizations. She will now begin completing work plans of the grant. Other items achieved through the grant include receipt of our new Helmer vaccine refrigerator, and the first bi-annual preventative maintenance was also performed by Helmer on the freezer and our other refrigerator.

Through the partnership with Hendricks County Solid Waste Management District, we kicked off the Safe Sharps Disposal Program on February 1. As of today, March 1, 2016, forty-four sharps containers have been provided to the public. They've been disbursed at our office, local health fairs, and Tox-Away Days. Needle clippers are also available for those who may benefit, such as diabetics.

Ms. Elizabeth Moore, Program Coordinator for Baby & Me Tobacco Free, provided a pregnant women and smoking report for Hendricks County. She emphasized the Program is to help reduce the infant mortality rate. Statistics have shown that women who smoke during pregnancy have a greater risk of having underweight and premature babies. Ms. Moore covered incentives and motives for completing the program, not only having a healthier baby, but receiving diaper bags, diapers, toys and clothes. Dr. Caskey questioned how the program monitors whether they are smoking. Carbon monoxide tests are conducted with each mother-to-be, including saliva tests if necessary. Ms. Brinkman highlighted the first success story in the Program who was smoker of three years. She completed four prenatal quit smoking sessions and received a voucher for free diapers each month she stayed smoke free after her baby was born. She graduated from the program in January and referred her sister to the program. Currently there are 18 referrals, with 11 enrolled.

## **Accreditation**

Ms. Fogleman explained that the completion on the CHA and CHIP helped meet requirements for Domains 1 and 5 for PHAB accreditation. The Accreditation Team is currently working on Domains 8 and 9, which focus on workforce development and performance management. All staff except the administrative support staff have been given the Core Competencies Assessment for Public Health Professionals. The administrative support professionals will receive a difference competency assessment soon. Additionally, all staff except the directors and Health Officer took an employee satisfaction survey and work environment assessment. Once all the assessments are done and reviewed, Ms. Fogleman said the Accreditation Team would begin working on a draft workforce development plan for the department.

Ms. Fogleman is also working on Domain 3, which deals with branding and communication, by creating the Health Communication and Outreach Committee through the Partnership. The committee will be

responsible for delivering information about the CHIP's five health priority areas to the public. Ms. Fogleman is currently looking for committee members that have backgrounds in media, marketing, public relations, and target audience engagement.

Ms. Fogleman stated that the department has until the end of July to decide about submitting a formal application for accreditation, which includes a fee of about \$10,000.00, or re-submit a statement of intent to allow more time to gather or create accreditation documentation. There are approximately 60 counties in the state that are in the accreditation process. The Indiana Public Health Training Center and the Indiana State Department of Health are hosting monthly conference calls for Accreditation Coordinators to share documentation and resources.

### **Environmental Health**

Ms. Musick came into the office today with the recorded document that was required for compliance. They also had a satisfactory water result for well water testing.

A social worker from Hendricks Regional Health contacted Ms. Haan concerned about a patient that was transported to their facility covered in roaches, feces and bed bugs. The social worker asked the Health Department to declare the home unfit for human habitation. There is currently no one at the home to permit us to enter to do an inspection.

### **Health Officer**

All job descriptions have been updated for core competencies.

The Annual Report and Bi-Monthly Report were both made available to the Board.

Dr. Stopperich has been attending Health Partnership meetings and assisting in the Accreditation process.

Sherriff Clark asked Dr. Stopperich to participate on the Drug Abuse Task Force. The Task Force would seek input from the Judge, Prosecutor, and others to help individuals get needed help and hopefully reduce jail time.

Dr. Stopperich and some nursing and environmental staff participated in Essence training, a program that could possibly help track what primary medical complaints are being seen in Emergency Rooms and be useful in following outbreaks.

### **County Council Liaison**

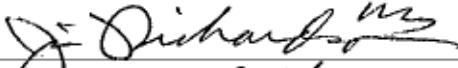

Mr. Hesson had nothing to present from a Council Member standpoint, but as a member of the Hendricks County Health Partnership, he praised the efforts of Ms. Fogleman and the success of the partnership had preparing the CHA and CHIP.


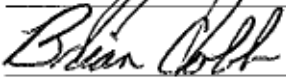
### **Health Board Attorney**

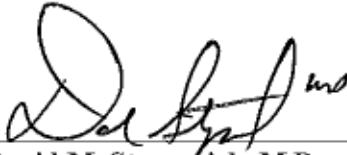
A lengthy conversation entailed regarding a non-licensed contractor doing septic work in Hendricks County. A septic system was installed illegally, and options for the homeowner were presented. Several Board members, Ms. Haan, Ms. Harrington, and Mr. Oliver suggested options to rectify the situation. Discussion continued with Dr. Richardson emphasizing that we must focus on original objective: to protect the health of the community. Mr. Oliver asked for authorization to take legal action if needed and for him and Ms. Haan to act for the best intention of the county. All were in favor. Dr. Caskey abstained.

**Adjourn**

Dr. Caskey made a motion to adjourn the meeting. Mr. Hardin seconded the motion. All were in favor; the meeting adjourned at 9:00 p.m.

  
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David M. Stopperich, M.D  
Health Officer and Board Secretary

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Date Minutes Approved