Hendricks County Board of Health Meeting
July 12, 2016
7:00 p.m.
Hendricks County Government Center
Commissioner's Meeting Room
355 S Washington St.
Danville, IN 46122

The Hendricks County Board of Health met Tuesday, July 12 at 7:00 p.m. in the Commissioner's Meeting Room at the Hendricks County Government Center.

Board Members in Attendance:

Dr. Andrew Cougill
Dr. James Richardson
Mr. Bruce Dillon
Mr. Brian Cobb
Dr. Larry Caskey

Hendricks County Staff in Attendance:

Dr. David Stopperich, Health Officer
Ms. Tammy Brinkman, Director of Nursing
Ms. Julie Haan, Environmental Health Director
Ms. Leanna Truitt, Healthy Families Program Manager
Ms. Ginger Harrington, Team Leader Onsite Specialist
Ms. Rachel Fogleman, Health Education Specialist
Ms. Sharon Mayer, Environmental Health Specialist
Ms. Jenna Meadows, Public Health Education Specialist
Ms. Anna Lothe, Public Health Education Specialist

Board Members (Others) Absent:
Mr. Adam Kilbride

Others in Attendance:
Mr. Eric Oliver, Attorney
Mr. Larry Hesson, County Council

Determination of a Quorum
Dr. Andrew Cougill called the meeting to order at 7:01 p.m.

Approval of Minutes
Once a quorum was present, Mr. Brian Cobb made a motion to approve the minutes from the May 10th Board of Health meeting. Mr. Bruce Dillon seconded the motion. All were in favor; and the motion passed.

Introduction of New Staff
Ms. Jenna Meadows introduced herself to the Hendricks County Board of Health. Ms. Meadows is a part-time Public Health Education Specialist. She started on May 31st and will be working with Partnership Groups and assisting Ms. Rachel Fogleman who is now spending much of her time working on accreditation requirements. Ms. Anna Loathe also introduced herself as a full time Public Health Education Specialist-Special Projects Coordinator. Ms. Loathe began her work on the Baby & Me-Tobacco Free Grant and the Immunization Grant July 5th.

Unfinished Business
Mr. Adam Kilbride sent a letter of resignation to the Commissioners and Board leaders. He will no longer be serving on the Board of Health due to his recent move outside the county. Requirements for his replacement are: registered democrat and a member of the general public. This person will fill the unexpired term thru December 31, 2017.

New Business

2017 Health Fund Budget- Dr. Stopperich explained the 2017 Budget and the changes made from 2016 to 2017. Discussion continued regarding the budget, specifically the cost for accreditation. Ms. Brinkman explained that Accreditation money was removed from the line item Contract Services and was moved into its own line item. Mr. Dillon liked the strategy of the line item being separated for Accreditation costs. Mr. Hesson reported that the health insurance costs had decreased by approximately $4000/employee. Mr. Cobb asked if the decrease affected employees' insurance coverage. Mr. Hesson stated that the County was self-insured and that the claims had been lower and some changes had been implemented, but the decrease in cost would not affect the coverage. Dr. Richardson made a motion to approve the budget. Mr. Cobb seconded the motion. All were in favor; and the motion passed.

Groundwater Well Ordinance Revision- Ms. Julie Haan explained the reason for the proposed change to the Groundwater Well Ordinance. Ms. Haan met with Mr. Eric Oliver regarding the Ordinance. Mr. Oliver wants the Ordinance to be clear that only licensed well drillers or pump installers are eligible for work in Hendricks County. Mr. Dillon asked how well drillers and onsite contractors get a license. Ms. Haan replied that the well drillers and pump installer's license is obtained through the Indiana Department of Natural Resources and the Indiana Onsite Wastewater Association provides the testing and certification for onsite installers/inspectors. Mr. Hardin questioned if well drillers were involved in reviewing the Ordinance and how the distances were derived. Local licensed well drillers Mr. Larry Hamilton, Mr. Kevin Scobee and Mr. Josh Abdnour were contacted for their input. Dr. Caskey made a motion to accept the Groundwater Well Ordinance changes per Mr. Oliver's review of set-back requirements and Health Officer approval of the changes. Mr. Dillon seconded the motion. All were in favor; the motion passed.

Pool Binder Project-Ms. Fogleman stated that there are now links to all public health education materials developed by staff on the Health Department's website. These materials are available for anybody to use or print. Ms. Sharon Mayer introduced herself to the Board of Health. She is an Environmental Health Specialist with primary focus on food protection, water quality in pools, environmental lead assessments and bed bug education. She was one of the four staff members who attended the 2015 National Environmental Health Association (NEHA) conference in Orlando. As part of the privilege of attending, each staff member was required to implement a quality improvement project from what was learned during the conference. Ms. Mayer drafted and compiled a Pool Operator Training binder. The binder was handed out during the Department's 2016 Pool School as well as to other operators during the pool season. The binders were well received and appreciated by the pool operators. The binder is divided into four categories: Water Chemistry, Contamination/Diseases and Sanitation, Pool Forms and Pool Regulations. Several of the Board members complimented this educational resource.

MOU for Vaccine Storage-Ms. Tammy Brinkman provided a Memorandum of Understanding (MOU) between the Hendricks County Health Department and Hendricks Regional Health concerning the use of Hendricks Regional Health's refrigerators and freezers during times of power outage for storage of vaccines and other biologicals. The MOU outlines the obligations of Hendricks Regional Health and Hendricks County Health Department at the time of the emergency.

Environmental Health

Free mosquito management training was made available to local health department staff through an agreement with the Indiana State Department of Health, the Office of the Indiana State Chemist and Purdue University in response to a Zika virus preparedness initiative Ms. Haan reported that an additional four Environmental Health Specialists are attending the Category 8 Pesticide Applicator and Core training to obtain licenses.

The Health Department received property tax disbursements, which increased from 2015.

Mr. Dillon asked for an update on the septic legal issues on Trissel, Carnes and Mr. Lyons. Ms. Haan stated that Dr. Stopperich had signed a Notice of Violation letter to the homeowner regarding the illegal installation by Mr. Mark Lyons. Mr. Oliver stated that both parties had the opportunity to ask for a hearing and have not so. He is prepared to move forward with litigation. The Trissels were sent a letter explaining their contractor should take advantage of the good weather and install the septic system before the permit expires. To date, the Health Department has had no further contact with the homeowner. Mr. Oliver stated that the Health Department has a judgment against the Carnes; however he does not expect to receive any payment or attorney fees. When the property is sold or there is an attempt to refinance they will have to have a clear title. The Health Department is allowed access to the property to verify they are no longer occupying the home. They are allowed to use the property for storage. A discussion followed about the difficulty to determine if they are continuing to live in the home. The Health Department could request electrical usage documentation from the owners to verify compliance.

Healthy Families
Ms. Leanna Truitt reported she and Tammy submitted the funding proposal to the Indiana Department of Child Services (DCS) in early May and hope to hear from them soon. The current contract ends August 31. Healthy Families and Hendricks Regional Health are streamlining a screening process on females who meet high risk factors. Ms. Truitt is now a Darkness to Light Facilitator. An open position still exists in Healthy Families, and they're starting to feel the pinch of being short-staffed.

Nursing
The Health Department now has an MOU with Hendricks Regional Health for our public health nurses to begin drawing blood for laboratory tests. The Health Department will be able to bill patients' insurance and then the hospital will bill the Department. Since we will be paying the hospital for this service, the MOU was presented to the County Commissioners for approval and signature. The hospital will provide all supplies and have provided the Health Department with a phlebotomy chair. This service will begin after a policy and standing orders are place.

The Health Department was awarded the Callie Van Tornhout Toddler Immunization Award for the clinic's high immunization rate in 2015.

Accreditation
There was considerable discussion concerning the increase in Accreditation fees and moving forward with the Accreditation process. Mr. Dillon asked what needs to be accomplished in 2017 in order to reach the Health Department's goals. Ms. Fogleman will present the Workforce Development Plan in September. At the November meeting she will have a performance management system to share, and at the January meeting an updated Strategic and Quality Improvement Plan. Ms. Fogleman updated the Board of Health on other Indiana counties that have completed the process, or are currently pursuing Accreditation readiness.

Health Officer
Dr. Stopperich discussed a recent Court Order (Henderson v Adams) regarding same sex married female couples obtaining birth records with both parents listed. Many questions were asked by Board members, and lengthy discussion occurred. Mr. Oliver will seek guidance from the Indiana State Department of Health regarding the correct procedure to comply with the court order.

County Council Liaison
Mr. Larry Hesson suggested that our department request a budget hearing and appear before the Council for 2017 budget presentation. The Council is not scheduling anyone to come before the Council unless the department specifically requests a time slot.

Health Board Attorney
No additional comments.

Adjourn
Ms. Brinkman informed the Board of Health that Brittney (Younger) Kendrick resigned as Public Health Emergency Preparedness Coordinator. She and her husband moved to North Carolina. Mr. Dillon made a motion to adjourn the meeting. Dr. Cougill seconded the motion. All were in favor; the meeting adjourned at 8:21 p.m.

David Hardin

J. Richardson

Brian Cougill

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

9-6-2016
Date Minutes Approved