

Hendricks County Board of Health Meeting

March 6, 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, March 6, 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
Mr. Brian Cobb
Ms. Debra Campbell
Mr. David Hardin
Ms. Debra Campbell

Hendricks County Staff in Attendance:

Dr. David Stopperich, Health Officer
Ms. Julie Haan, Environmental Health Director
Ms. Tammy Brinkman, Director of Public Health Nursing
Ms. Leanna Truitt, Healthy Families Program Manager
Ms. Lisa Chandler, Team Lead, Food
Ms. Ginger Harrington, Team Lead, Septic
Ms. Cody Munger, Adm Asst/Billing Specialist, Nursing
Ms. Anne Archer, Public Health Nurse

Board Members/Others Absent:

Mr. Larry Hesson, County Council
Dr. Andrew Cougill
Dr. Larry Caskey

Others in Attendance:

Mr. Eric Oliver, Attorney
Mr. Tony Hartman, Drees Homes
Mr. Eddie Bankhead

Determination of a Quorum

Dr. Richardson called the meeting to order at 6:58 p.m. with a quorum present.

Approval of Minutes

Mr. David Hardin made a motion to approve the minutes from the January 9th Board of Health meeting. Mr. Brian Cobb seconded the motion. All were in favor; and the motion passed.

Introduction of New Staff

Ms. Tammy Brinkman introduced two new employees recently hired on the Immunization Grant: Ms. Cody Munger and Ms. Anne Archer. Ms. Munger filled the part time position of Administrative Assistant/Billing Specialist. She graduated recently from Purdue with a BS degree in Public Health and was raised in Dover, Tennessee. Ms. Archer has a BSN and came to us from Hendricks Regional Health where she worked for many years. She filled the part time Public Health Nurse position.

Wishes to be Heard

Mr. Tony Hartman, a Drees Homes representative, appeared before the Health Board on behalf of the Eddie Bankhead family. Drees Homes has constructed a home for the Bankhead family and was issued an onsite sewage system permit last summer. That permit expires one year from the date of issuance. The home is finished, however only the tanks for the onsite sewage system have been installed due to seasonally unacceptable soil conditions. Mr. Hartman requested to use the two tanks as temporary holding tanks from which sewage would be pumped and hauled by a licensed waste hauler, until the soil conditions are acceptable to install the onsite sewage system. This would allow the family to receive the certificate of occupancy and move into the newly constructed home.

Mr. Bruce Dillon asked Ms. Julie Haan what her thoughts were pertaining to this request. Ms. Haan stated that this was allowed by the Indiana Residential Onsite Sewage System Rule and that she was not opposed

to the request as long as the Health Board was consistent in granting such requests. She stated that a policy could be drafted to assure consistency with these situations. After lengthy discussion, with questions asked and answered on behalf of the builder and the Health Department, and with input from the Board of Health attorney Eric Oliver, Mr. Dillon made a motion to grant conditional approval with the following guidelines:

1. The temporary holding tank must be capped and fitted with an alarm
2. The electrical be inspected and approved
3. A satisfactory water result for the well
4. The homeowner forwards pump receipts to the Health Department
5. June 30, 2018 deadline for installation of the onsite sewage system
6. The Builder provides a \$50,000 performance bond payable to Hendricks County
7. Escrow 150% of incomplete onsite sewage construction plus \$12,000 for pumping the holding tanks.
This agreement must be signed by the builder, homeowner, and counsel for the Health Department.
The document will be prepared by the Board of Health attorney ("Counsel").
8. The Health Department will issue a temporary holding tank permit
9. A Policy shall be drafted by the Hendricks County Health Department based upon these guidelines

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

Unfinished Business

Fee Ordinance Draft

Ms. Haan proposed changes to the Fee Ordinance which included addition of a Home Birth Registration Fee of \$35.00 and an increase of the Pool Permit fee from \$150.00 per pool/year to \$200.00 per pool/year. Ms. Debra Campbell made a motion to approve the Fee Ordinance changes. Mr. Cobb seconded the motion. All were in favor; and the motion passed.

New Business

Review & Update of Nursing Policies

Ms. Brinkman asked for a continuation of several policies, as well as five policies that needed updated to make the language more consistent. Ms. Brinkman made this request because typically too many procedures had been written into these policies. Ms. Brinkman explained the policies are not changing only the procedures would be removed from the policies and put into the procedure manual. Ms. Campbell made a motion to approve the continuation of the nursing policies and updating of the following policies:

- Communicable Disease Investigation and Control
- Sexually Transmitted Infection/Pregnancy Program
- Storage and Release of Immunization Records
- Emergency Vaccine Storage
- Billing – Financial Hardship Policy

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

Annual Report

The Annual Report was submitted to the Board of Health. Mr. Dillon made a motion to approve the Annual Report. Mr. Cobb seconded the motion. All were in favor; and the motion passed.

Environmental Health Update

Ms. Haan reported that the additional Environmental Health Specialist position has been approved.

Mr. Jeff Corder, Emergency Preparedness Coordinator, applied for a NAACHO grant and was awarded the funds. The funds will be used to recruit and retain Medical Reserve Corps (MRC) volunteers. Mr. Corder attended the Commissioner's meeting last month and provided information regarding the MRC.

Healthy Families Update

Ms. Truitt stated that Ms. Audrie Conner, FSS/FRS, is almost fully trained. She has worked for Healthy Families in the past but has returned as a full-time employee.

April is Prevent Child Abuse Month in Hendricks County. The pinwheel is the national symbol and there will be a pinwheel garden at the courthouse and government center to recognize victims of child abuse. Judge Love will read the proclamation if approved on April 2nd, 2018. April 11th is training for Stewards of Children/Darkness to Light.

Everything for Accreditation has been submitted. Healthy Families Hendricks County is one of the only stand-alone sites in Indiana. Pre-site review will be in early May. The site visit will be scheduled between May and October.

Health Officer Update

Dr. Stopperich provided causes of death for 2017. He is willing to analyze and decipher the many different causes of death listed to categorize them for the Annual Report. He clarified that overdose deaths must say "overdose" in the cause, not other forms like mixed drug intoxication.

Ms. Jamison is currently the Assistant Director of Public Health Nursing and is willing to step into the Director position upon Ms. Brinkman's retirement. Ms. Nicole Oppy will become Assistant Director of Public Health Nursing. Ms. Anne Archer is interested in Nicole's position, so we'll have a part-time Public Health Nurse position available. Ms. Haan will provide Kandi guidance during the Health Fund budget planning for next year.

Our current Public Health Educator, Jenna Prihoda, has accepted a new position. March 23rd will be her last day with the Health Department. We wish her the best.

Dr. Stopperich thanked Ms. Brinkman for her guidance in the Nursing Division while he's been here.

Nursing

Ms. Brinkman confirmed that she has posted the part-time immunization grant position. The leadership roles will change effective May 1st.

Ms. Brinkman would like to thank the Board of Health for their support. Ms. Brinkman also stated that she has enjoyed her time at the Health Department. Dr. Richardson added that she's been a great resource.

Health Board Attorney

Mr. Oliver reported that Key Homes took care of the housing issues at 539 N Odell St, Brownsburg. Mr. Oliver also mentioned the possibility of having non-gender binary options on birth certificates in the future. Other states have already proposed this.

Adjourn

Ms. Haan reminded the Board of Health of the upcoming Pool School and Leadership Symposium Mr. Cobb made a motion to adjourn the meeting at 8:05p.m. Mr. Hardin seconded the motion. All were in favor; and the motion passed.

Debra Campbell

[Signature]

David Hardin

[Signature]

[Signature]

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

5-1-18

Date Minutes Approved