Board of Health Minutes

March 8th, 2017

Board Approved

The Board of Health met for the regular scheduled meeting on Wednesday, March 8th, 2017 at 4:00 P.M. This being the time and place as legally posted, the meeting was called to order by the Board Chair Terry Jacobsen with the following board members present: by Vice-Chair Trevor Moore, Dr. Benjamin Hicks and Marvin McCann. Also present was members of the Board of Supervisors, Larry Keller and Bill Black. Director of WIC, Karla Hynes was also present. Others present included Public Health Administrator and Nurse Mackenzie Hickenbottom, Interim Director for Environmental Health Greg Kent, and Public Health Administrative Assistant Tiffany Oswald.

1. Meeting called to order at 4:00
2. Public Comments- Kent addressed the public about fees for Clarke County EH. At 4:03 Hicks joined the quorum. Discussion about the possible increase of fees continued with Kent, the public, and the Board. The public shared their concern with Clarke County fees rising.
3. At 4:37 motion to approve the agenda was made by Moore and was seconded by Hicks.

Ayes: Jacobsen, Moore, Hicks and McCann

Nayes: None

Absent: Callison

Motion passed

1. Consideration of past minutes- At 4:38 Hicks motioned to approve past minutes, seconded by McCann.

Ayes: Jacobsen, Moore, Hicks, and McCann

Nayes: None

Absent: Callison

Motion passed

1. Reports
   1. At 4:39 Hynes took the floor discussing WIC. She updated the board with how WIC is going. Osceola clinic is their busiest clinic and now have WIC clinic in Murray.
   2. At 4:54 Kent took the floor to discuss summary report for Environmental Health, (see attached). At 4:56 Hickenbottom discussed Public Health’s summary report, (see attached).
2. Old Business

*Environmental Health and Public Health*

* 1. At 5:00 discussion was made on the action to increase fees for Environmental Health. Kent and Hickenbottom shared their proposed increase of fees for Clarke, Decatur, and Ringgold County. At 5:12 Moore motioned to submit the proposed increase of fees for Environmental Health to Decatur and Ringgold County, seconded by Hicks.

Ayes: Jacobsen, Moore, Hicks, and McCann

Nayes: None

Absent:Callison

Motion passed

b. At 5:13 Hickenbottom took the floor to go over the draft for the 28Es with Decatur and Ringgold County. At 5:14 Moore motioned to approve the 28Es pending Mickey’s review, seconded by Hicks.

Ayes: Jacobsen, Moore, Hicks, and McCann

Nayes: None

Absent: Callison

Motion passed

c. At 5:15 Jacobsen took the floor discussing Kent’s salary increase. More discussion was made and at 5:18 McCann proposed a $19.75 dollars an hour starting July 1, no second. More discussion was made on salary for Kent. Moore motioned to grant Kent an extra one time compensation of $320.00 for the time he was an interim Supervisor for Environmental Health, seconded by Hicks.

Ayes: Jacobsen, Moore, Hicks and McCann

Nayes: none

Absent Callison

Motion passed

d. At 5:24 McCann remade motion to increase Kent’s salary to $19.75 an hour effective July 1, 2017. The motion was seconded by Hicks.

Ayes: Jacobsen, Moore, Hicks, and McCann

Nayes: None

Absent: Callison

Motion passed

e. At 5:28 McCann proposed to increase Hickenbottom’s salary to $25.00 an hour effective July 1, 2017. The motion was seconded by Hicks.

Ayes: Jacobsen, Moore, Hicks, and McCann

Nayes: None

Absent: Callison

Motion passed

1. New Business

*A.* At 5:30 discussion of obtaining MOU’s was made. No motion made.

*B.* At 5:38 Hickenbottom spoke with the Board about the LPHS application-Authorized Board Signature. McCann motioned to approve Hickenbottom as the authorized signature, seconded by Moore.

Ayes: Jacobsen, Moore, Hicks, and McCann

Nayes: None

Absent:Callison

Motion passed

.

1. At 5:48 Moore motioned to adjourn meeting.

Respectfully Submitted by Tiffany Oswald, Administrative Assistant

Approved by Clarke County Board of Health on: 04/12/2017

**Environmental Health Report February 2017**

**Septic Permits Issued:**

FRA 0086 M Crawford (Clarke)

OSC 0173 B Thomas (Clarke)

WOO 0036 Ducks& Bucks (Decatur)

BLO 0029 J Swartzentruber (Decatur)

CEN 0122 K Sheetz (Decatur)

MOR 0031 J Theiler (Decatur)

LIN 0028 K Nelson (Ringgold)

**Septic Inspections**:

OSC 0173 B Thomas (Clarke) 1

CEN 0121 Lizzy Yoder (Decatur) 2

HAM 0055 Bill Boswell (Decatur) 1

HIP 0045 Chad Yates (Decatur) 1

WOO 0036 Ducks & Bucks (Decatur) 2

CEN 0122 Kevin Sheetz (Decatur) 2

**Well Plugging’s:**

FRA 0087 L Martin (Clarke) 2

MAD 0064 K Kiburz (Clarke) 1

**Well Permits: 0**

**Complaints:**

Kevin Dorland West Lake Site Septic: (Clarke) DNR lawyers

Kevin Dorland Jamison site: sewer (Clarke) demolition: rehooked sewer illegally

Carlisle site septic Shannon City (Ringgold) in Court now

Stan Stickler /Brian Langfitt (Clarke) property cleanup. In probate court.

**Septic Demolitions**

WOO 0037 Tim Phillips (Decatur)

**Time of Transfers:**

**Grants to County (All three counties)**: $79,590 Used **$33,809** Balance **$45,780.00**  through end of 2nd Quarter FYE 17

**Septic Systems Problem Sites**

Eisenhower Road Sewer Project in need of attaching to city sewer calendar year 2016

Trigg’s Property Mount Ayr Needs hooked to city sewer expired binding agreement/ In Attorneys hands now

M&M Ag still needing hooked to city sewer expired binding agreement (October)

Carlisle site septic Shannon City (Ringgold) in Court now

**Classes/Training:**

**Service Contracts:** Lonny Teston (Decatur) Turned over to County Attorney

****

**Clarke County Public Health Summary Report**

**March 2017**

Employees:

No changes.

Grants:

**EMS**: Feb.. Claim: 0 Remaining funds: $1806. waiting on Murray and Woodburn fire, if they don't get back to me soon will be finding another EMS source to use money on.

**LPHS**: Feb. claim: $ ? Remaining funds: $1205.49, some fund were not released because of budget cuts at the state level. Working with Dawn to see what we have remaining.

LPHS FY18 grant is completed. Dawn has to approve before I submit it. She will be in our office tomorrow 3/9/2017

**CFY**: Feb. claim. $ 1200.08 remaining funds: $13440.50

**Nutrition**: Feb. Claim: $128.53 remaining: $3,565.02

**Emergency Preparedness**: Feb. Claim: $1698.76 remaining funds: $17108.61

**Immunization**: Feb. claim: $766.48 Remaining funds: $2086.44

Immunization FY18 grant done and submitted.

**Bike Share:** Working on set up of these and system.

Flu Shots: 412 doses administered.

Homemaker clients: 33, Funding expended for clients who have no funding, so limiting amount of time spent with those clients.

Health Education: Will be doing two BCBH one March 22nd-May 1st and April 17th-May 2nd.

Maternal/Child Health: Doing well.

Child Care Nursing Consultant (CCNC): Very busy.

Miscellaneous:

WIC

Working on moving EH to PH office. Hope to have this completed soon.

Did TB test for CNA class at HS.

Been working with CCH on Wellness committee to start a county wide wellness challenge.

Will start to work on our Thursday night in the Park again in Augus.