Board of Health Minutes

August 9th, 2017

Board Approved

The Board of Health met for the regular scheduled meeting on Wednesday, August 9th, 2017 at 4:00 P.M. This being the time and place as legally posted, the meeting was called to order by Board Chair Terry Jacobsen with the following board members present: Secretary Jo Callison, and Elisabeth Reynoldson. 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 4:04
2. Public Comments- None
3. Motion to approve the agenda was made by Callison and was seconded by Jacobsen.

Ayes: Jacobsen, Callison, and Reynoldson

Nayes: None

Absent: Moore and Hicks

Motion passed

1. Consideration of past minutes- At 4:04 Jacobsen motioned to approve past minutes, seconded by Callison.

Ayes: Jacobsen, Callison, and Reynoldson

Nayes: None

Absent: Moore and Hicks

Motion passed

1. Reports
   1. At 4:05 Kent took the floor discussing Environmental Health’s summary report, (see attached). At 4:12 Hickenbottom took the floor discussing Public Health’s summary report, (see attached).
2. Old Business

*Environmental Health and Public Health*

* 1. At 4:18 Kent gave an update on the Amish site.
  2. At 4:19 Kent gave an update on the Service Contracts.

1. New Business
2. At 4:21 Hickenbottom went over updates to policies she had made. The board reviewed the policies below.

I. Client Grievance/Complaint Form

II. Confidentiality Policy

III. Conflict of Interest

IV. Disease Investigation

V. Homemaker Policy

IV. Homemaker Priority

VII. Non-Discriminatory Policy

VIII. Photo Release Forms

IX. School Immunization Audits

X. Standards of Conduct

(Motion made later in meeting, see 7 C.)

1. Discussion was made about claims. At 4:41 Callison made a motion to approve claims, seconded by Reynoldson.

Ayes: Jacobsen, Callison, and Reynoldson

Nayes: None

Absent: Moore and Hicks

Motion passed

*C*. More discussion was made between the board, Kent, and Hickenbottom on polices presented. At 4:53 Callison made a motion to approve all of the policies as amended, seconded by Reynoldson.

Ayes: Jacobsen, Callison, and Reynoldson

Nayes: None

Absent: Moore and Hicks

Motion passed

At 4:54 Callison made a motion to adjourn meeting.

Respectfully Submitted by Tiffany Oswald, Administrative Assistant

Approved by Clarke County Board of Health on: (09/13/2017)

**Environmental Health Report July 2017**

**Septic Permits Issued: (7)**

**OSC 0343 Cory Schaff Clarke**

**WAS 0004 Gregg Cleghorn Clarke**

**LIB 0100 Ryan Phillips Clarke**

WOO 0040 Marty Nickell Decatur

FAY 0081 Steve Holdworth Decatur

LOT 0031 J Vandengout Ringgold

UNI 0067 Keith McConnell Ringgold

**Septic Inspections**:

LOT 0031 J Vandengout Ringgold (1) BLO 0031 Larry Kelley Decatur (2)

WOO 0040 Marty Nickell Decatur (2) HIP 0046 Joe Stephens Decatur (1)

**WAS 0004 Gregg Cleghorn Clarke (1)** LCR 0059 Fred Redman Decatur (2)

**LIB 0100 Ryan Phillips Clarke (1)** RIL 0013 Dennis Liberty Ringgold (1)

**OSC 0434 Dusty Taylor Clarke (2)** NBU 0014 D Hostetler Decatur(2)

**DOY 0104 Joel Hochstetler Clarke (1)**

**FRE 0029 Ted Miller Clarke (1)**

**FRE 0041 GVH Clarke (1)**

**OSC 0127 Harvest Barn Clarke(1)**

**KNO 0023 Shane Selsor CLarke(1)**

**Well Plugging’s: (10)**

**FAY 0080 T Jeanes Decatur (1)**

**OSC 0046 C Norman Clarke (1)**

**MOR 0011 Clinton Pursley Decatur (1)**

**EDE 0061 Kevin Buckingham Decatur (1)**

**CEN 0127 Brandon Hatfield Decatur (1)**

**WOO 0005 Bill Hamaker Decatur (1)**

**OSC 0127 Harvest Barn Clarke (1)**

**DEC 0057 Dakota Hill Decatur (1)**

**CEN 0128 John Sullivan Decatur (1)**

**LCR 0059 Fred Redman Decatur (1)**

**Well Permits (2)**

**CLI 0044 Fred Gilley Ringgold Water well**

**OSC 0055 Gilberts Pamida Clarke Heat Pump**

**Complaints:**

**Kevin Dorland Jamison site: sewer (Clarke) demolition: rehooked sewer illegally) Court 5-13-17 See what outcome will be.**

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

**Carlisle site septic Shannon City (Ringgold) Trying to negotiate settlement out of court**

**Karen Baker /Septic & Dog kennels (Ringgold) DNR and BOH**

**Time of Transfers, done by Greg:**

**Water Tests:**

**Septic/Building Demolitions:**

**Dog/Animal Bites:**

**None reported**

**Nuisances Reported:**

**Abandoned home in Lamoni city requested letter for assistance.** **Closed**

**Septic Systems Problem Sites**

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

**Trigg’s Property Mount Ayer 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 Settling with Ringgold County de-annexing from city. Agreeing to install new system. (UPDATED Info)**

Kevin Dorland, Jamison site: Gave all info to county attorney, no update yet.

Multiple Amish sites 9 that are non-compliant. Met with all of them upon advice by county Attorney. August 1, 2017 compliance deadline. Took all information to County Attorney.

**Cory Clark Closed**

**Grants to County (All three counties)**: FYE 2018 Grant amount total $91,836.00

**Classes/Training:**

**Service Contracts: John Gunter out of compliance** Certified sent. County Attorney sending notice or charges to be filed.



**Clarke County Public Health Summary Report**

**July 2017**

Employees:

Grants:

**LPHS**: All funds spent this fiscal year, Approved for FY18: amount unknown at this time.

**CFY**: May/June: $6596.90 Approved for FY18, amount unknown at this time

**Nutrition**: May/June: $1092.00 Approved for FY18, amount unknown at this time

**Emergency Preparedness**: May/June: $12,762.35 Approved for FY18; in region now.

**Immunization**: All funds spent for this fiscal year, Approved for FY18: $10,810.00

**Bike Share:** Have all funds needed now! Working on installation!

Homemaker clients: 33

Health Education: no classes currently

Maternal/Child Health: Going well!

Child Care Nursing Consultant (CCNC):

Parents as Teachers (PAT): Serves Clarke and Decatur Co and currently have waiting list in both counties. Working on recredentialing and it is going great!

Miscellaneous:

Attended Meet your Merchants 7/27: went very well.

Attended School registration and gave shots there! Attending 7th grade orientation to offer shots there too on the 21st! Doing extra clinic to get kids their required shots!

Trainings: