

Meeting of
CLARK COUNTY BOARD OF HEALTH
FEB. 10
~~January 27~~, 1972
7:30 PM

AGENDA

MINUTES OF LAST MEETING
DRUG ABUSE PROGRAM
WAYNE COUNTY ORDINANCE

PERCOLATION TESTS
ORDINANCE VIOLATIONS
BUDGET

NEW EMPLOYEES - EEA

TRANSFER OF FUNDS

ADJOURNMENT

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Meeting of

CLARK COUNTY BOARD OF HEALTH
February 10, 1972

E The meeting of the Clark County Board of Health was held Thursday evening, February 10, 1972 at 7:30 PM at the office of the Clark County Health Department.

C The following members were present: Mr. Herman Miller, Mr. William Brummett, Dr. Emmett Spieth, Dr. Robertson, Dr. A. L. Roby, and Dr. Robert McKechnie. Not present were: Dr. L. D. Bower and Dr. Norman Forsee. Also present were: O Mr. Ralph Diefenbach and Mr. Logan Dellinger from the County Planning and Zoning Commission; Mr. Sam Gwin, Assistant Prosecutor; and Mr. Joe Coombs P and Mr. Ed Snelling, Health Department sanitarians.

Y Minutes of the previous meeting as mailed to each board member were approved.

Dr. McKechnie explained the local health departments participation in the Drug Abuse display being held at the Green Tree Mall on February 18, 19, and 20. The program being formulated by the State Board of Health was being manned by employees from the Clark County Health Department, the New Albany-Floyd County Health Department, The Clark County Pharmaceutical Society, The Indiana State Police and the Jaycee Wives.

Dr. McKechnie explained that the department anticipated having sufficient revenue for operating the department under the approved budget for 1972. The need for requesting a transfer of funds from the furniture appropriation to equipment in order to complete paying for the copying machine was explained and the transfer of funds was moved and approved by the board.

The board was informed of the addition of two new employees under the Emergency Employment Act. Mr. Snelling is to work with Planning & Zoning mainly to locate and control regulations on trailer and trailer parks. Mrs. Smith will be revamping the birth and death records.

The handling of ordinance violations was discussed. The violator is given 30 days to correct the violation, if not corrected within the time limit it is referred to the prosecutors office.

Due to the impossibility of a close check on the running of percolation tests Dr. McKechnie recommended the doing away with the requirement of a percolation test before the issuance of a septic tank permit. The Board moved and voted to eliminate the percolation test requirement on an individual basis. However, the Health Officer would retain the authority to request a permeability test as deemed necessary to provide accurate absorption information on any given site of land or closely built-up area within the county which may be considered doubtful by either the Planning & Zoning Commission or the Health Officer.

The next order of business was the discussion of revamping the county ordinance on septic tank installation with the hope of licensing septic tank installers who operate within Clark County. The board approved the idea of revising of the present ordinance to include the licensing of installers to be presented to the County Commissioners for their approval and passage. The possibility of a combined Building or Trailer Permit with the Septic Tank Permit was discussed and the Board agreed the idea should be pursued.

The meeting adjourned at 9:30 PM.

Respectfully submitted,
Robert K. McKechnie, MD
Robert K. McKechnie, MD, Director

Meeting of
CLARK COUNTY BOARD OF HEALTH
May 31, 1972

AGENDA+

MINUTES OF LAST MEETING

EMPLOYEES

BUDGET

[REDACTED]

ORDINANCE

WYCKLIFF FARMS

ADJOURNMENT

Meeting of

C L A R K C O U N T Y B O A R D O F H E A L T H

May 31, 1972

The meeting of the Clark County Board of Health was held Wednesday evening, May 31, 1972 at 7:30 p.m. at the office of the Clark County Health Department.

The following members were present: Mr. William Brummett, Dr. Emmett Spieth, Dr. L. D. Bower, and Dr. Robert McKechnie. Not present were: Mr. Herman Miller, Dr. Robert Robertson, Dr. A. L. Roby, and Dr. Norman Forsee. Also present were Mr. Joe Coombs and Mr. Ed Snelling, Health Department Sanitarians.

Minutes of the previous meeting as mailed to each board member were approved.

Dr. McKechnie conducted the meeting. He announced that we have a new employee, Mrs. Debra Anderson, who will assume the responsibilities as Clinic Coordinator for the clinics. He also stated there is an opening for another typist.

Dr. McKechnie went over the proposed budget as attached. Although there was not a quorum, it was the consensus of the board members present that the proposed budget be accepted. It was noted that the salaries will not be increased for 1973 as substantial raises were made last year. Dr. McKechnie brought out the changes in the budget stating that the over all total from county revenue is less than last year's county revenue totals. Expenditures for the Well Baby-Family Planning Clinics and the food sanitarian are totally reimbursed by the state department.

Discussion on sanitarians was covered to some lengths. With Mr. Coombs tentatively expecting to resign in 1973, a good and reliable sanitarian is needed to replace him. One who has the necessary education, able to get along with people, and knowledge of this community must be kept in mind.

Dr. McKechnie stated that we are not receiving enough support from outside agencies in connection with the Well Baby-Family Planning clinics. Dr. Bower suggested that ads be placed in the local newspaper giving the time and place. He brought out that more ought to be done on V.D. as it is becoming more serious in this country.

The next order of business discussed was Wyckcliff Farms. Dr. McKechnie received a letter from Meranda & Kempf, attorneys, requesting a written statement that percolation tests are not required by the Health Department for the issuance of septic tank permits. The board felt that no subdivision builder should be allowed to obtain a large number of septic tank permits, rather each owner should apply for his own individual permit.

The construction of a skating rink, on old Highway 31, and the proper sewer system was discussed. The building will be about 1500 ft. from an existing sewer line and it was felt by the board that sewers should be used rather than a septic tank. Mr. Coombs explained that the correct thing to do was install high pressure sewer systems as it costs 1/3 the amount of the gravity type system.

Dr. Bower wanted to know about the fluoride in the Watson and New Washington Water System. The State Department is required to test this each month and he was concerned as to whether they are doing this correctly. Mr. Coombs is to follow through and check for more details.

No official action could be taken on any of the business as there were only three board members present.

Meeting adjourned at 8:55 p.m.

Respectfully submitted

Robert K. McKechnie, M.D.

Robert K. McKechnie, M.D.,
Director

RKM/nf

Meeting of
CLARK COUNTY BOARD OF HEALTH

Agenda - July 8, 1971

MINUTES

PROPOSED BUDGET FOR 1972

STATE BOARD OF ACCOUNTS AUDIT

BOARD APPROVAL FOR TRANSFER OF FUNDS
from 602A(Furniture) to 602D(Equipment)

BOARD MEETINGS- where, what day, need for secretary?

CLARK COUNTY COUNCIL

NEED FOR ATTORNEY

EMPLOYEES

CLINICS

ADJOURNMENT

Meeting of
CLARK COUNTY BOARD OF HEALTH
July 8, 1971

The meeting of the Clark County Board of Health was held Thursday evening, July 8, 1971 at 7:30 PM at the office of the Clark County Health Department.

The following members were present: Dr. Robertson, Dr. Bower, Dr. Spieth, Mr. Miller, Mr. Brummett and Dr. McKechnie, Director. Members not present were: Dr. Forsee and Dr. Roby.

Minutes of the previous meeting were read and approved as read.

Dr. Robertson was introduced as the new board member replacing Dr. George Regan, deceased. The regrets of the Board were expressed at the passing of Dr. Regan.

It was agreed by the Board that in so far as possible Wednesday would be set as the regular meeting day for board meetings, the next meeting to be held on a yet to be determined Wednesday in October at which time there will be election of officers.

Mr. Miller informed the Board that it was almost a certainty that the Watson and New Washington Water Companies would floridate their water supplies. It was suggested by Mr. Miller that The Tri-County Water Corporation be contacted with regard to floridating the water supply they will be providing- letters to go to Mr. Bob Green, President, Tri-County Water Corporation and to Mr. Jack Jordan, President of the town board of Borden.

The attached proposed budget for 1972 was amended to read Doris Simmons, Secretary, @\$5,700.00 and include an unnamed Registrar and TB Control Clerk @\$5,700.00, changing the 100 catagory total to \$58,900.00, the Total Budget Estimate total would be \$103,031.32. After reimbursement from the State on Well-Baby Clinic and Food Inspector the total budget estimate from local revenue would be \$75,282.32. Dr. Robertson moved to accept the budget with the above addition, Dr. Bower seconded and the motion carried.

It was discussed and recommended that a job classification schedule be established in which employee duties be listed and vacation and sick leave policy be established. Mr. Brummett moved, Dr. Bower seconded and the motion carried that the following leave policy be established starting January 1, 1972: 2 weeks vacation, 7 days sick leave that may accumulate to 90 days, and 2 days personal leave. Unused sick leave may be used for vacation leave upon formal request to the Director. Dr. McKechnie recommended considering some kind of incentive plan.

Dr. McKechnie explained to the Board the need for a transfer of funds in the 600 category from furniture to equipment. Dr. Spieth made the motion, Dr. Robertson seconded and the motion carried to transfer \$500.00 from furniture to equipment. The Auditor's Office will be notified of the Board action.

Dr. McKechnie reviewed the report of the state audit of the health department and reported that recommendations made by the same had been complied with.

Dr. McKechnie reported that at his meeting with the County Council the recommendation was made that Mr. Snyder keep a report of time and work done for the Health Department. Dr. McKechnie read a report from Mr. Snyder concerning work done by his office. The rat problem in connection with the open dumps was discussed and it was suggested that baiting be done in connection with the covering. It was recommended that Mr. Snyder exert pressure to get the dump covering accomplished without court action if possible. If court action becomes necessary, Mr. Snyder is to contact board members for approval of such action. A meeting is scheduled on July 15th in Indianapolis with Mr. Heider of the State Board of Health to obtain the assistance of the State Board and the attorney general's office with this program.

Dr. McKechnie reported on the operation of the Well-Baby-Family Planning Clinic. It was suggested by board members that the operation of the clinic be given more publicity.

The meeting adjourned at 9:15 PM.

Respectfully submitted,

Robert K. McKechnie, MD

Robert K. McKechnie, MD, Director

ADDENDUM:

The paragraph concerning the budget/^{failed}to add the necessary correction for OASI and PERF because of the addition made to category 100 Personal Services. Category 500 should be:

OASI	\$3180.60
PERF	<u>5620.65</u>
	\$8801.25

This makes TOTAL BUDGET ESTIMATE-----	\$103,350.25
Less reimbursement from State	<u>- 27,749.00</u>
Amount of BUDGET FROM LOCAL REVENUE	75,601.25

CLARK COUNTY HEALTH DEPARTMENT
Budget Estimate for 1972

100	<u>SERVICES PERSONAL</u>		
	Robert K. McKechnie, MD, Director	\$ 9,000.00	
	Carl J. Coombs, Asst. Adm. & Sanitarian	8,500.00	
	Dean Shepherd, Sanitarian	7,200.00	
	Marie Belver, RN, Staff Nurse	7,200.00	
	Iris Holdaway, RN, Staff Nurse	7,200.00	
	Doris Simmons, Registrar & TB Control Secretary	5,700.00	
	Howard Snyder, Attorney	6,000.00	
	Arthur Reichle, Food Inspector	2,400.00 *see footnote	
	, Registrar & TB Control		53,200.00
200	<u>ALL OTHER OPERATING EXPENSE</u>		5,700.00
	201 Communication and Transportation		58,900.00
	Postage	800.00	
	Telephone & Telegraph	1,000.00	
	Traveling Expense(8 employes)	4,500.00	
			6,300.00
	203 Instruction		
	Well-Baby Clinic(Inc.salary for Natalie Frakes(5,700.)	25,349.00 *see footnote	
	Rat Control Program	1,000.00	
			26,349.00
	205-Repairs		
	Repairs of Equipment	200.00	
			200.00
	211-Office Supplies		
	Official Records	250.00	
	Stationary & Printing	300.00	
	Other Office Supplies	200.00	
			750.00
	213-Other Operating Expenses		
	Medical & Laboratory	100.00	
	Binding & Rebinding Records	400.00	
			500.00
400	400-Current Charges		
	Workmens Compensation & Emp. Liability	700.00	
	Prevention & suppression of Communicable Disease	150.00	
			850.00
500	CURRENT OBLIGATIONS		
	O.A.S.I.	2,872.80	
	P.E.R.F.	3180.60	
		5,609.52	8,482.32
			8,801.25
600	PROPERTIES		
	Furniture & Fixtures	500.00	
	Equipment	200.00	
			700.00
	TOTAL BUDGET ESTIMATE		97,337.32
			103,350.25
	Footnote: These amounts are totally reimbursed by State		27,749.00-
	2,400.00	AMT. FROM -----	69,582.32
	25,349.00	LOCAL REVENUE	75,601.25
	27,749.00		

Meeting of
CLARK COUNTY BOARD OF HEALTH
November 15th 1972

AGENDA

MINUTES OF LAST MEETING

ELECTION OF OFFICERS

BUDGET

NEW SANITARIAN

Meeting of
CLARK COUNTY BOARD OF HEALTH

November 15, 1972

The meeting of the Clark County Board of Health was held Wednesday evening, November 15, 1972 at 7:30 PM at the office of the Clark County Health Dept.

The following members were present: Dr. R. E. Robertson, Dr. L. D. Bower, Dr. E. W. Spieth, Mr. William Brummett. Not present were: Mr. Herman Miller, Dr. A. L. Roby, Dr. N. E. Forsee and Dr. Robert McKechnie. Also present were: Mr. Joe Coombs and Mr. Norman Labhart, Health Department sanitarians.

After an amendment to the minutes of the previous meeting the minutes were approved. At the previous meeting it was agreed that no salary raises would be given for 1973. However, at the recommendation of the court house, raises were submitted and approved in the amount of \$250.00 for each employee. The board members felt that this change should be reflected by an amendment to the minutes of the previous meeting.

The next order of business was the election of officers for 1973. The present officers, Dr. Robertson - president and Dr. L. D. Bower - vice-president, were re-elected for another term.

The budget as approved by the County Council was reviewed and approved changes in appropriations were noted. The problem of a shortage of mileage money to finish the year was discussed and it was recommended that perhaps the employees could be advanced mileage money from the health department fund until such time that a special appropriation for mileage would be approved.

The new sanitarian, Mr. Norman Labhart, was introduced to the board.

The meeting adjourned at 8:20 PM.

Respectfully submitted

Robert K. McKechnie, MD

Robert K. McKechnie, MD
Director

RKM:ds