

MINUTES OF THE MEETING OF
THE CLARK COUNTY BOARD OF HEALTH

MARCH 29, 1984

PRESENT: Paul Cleeter, D.D.S.; Mr. Arthur Schneider, Jr.;
Mr. William Brummett; Emmett Speith, D.V.M.; Robert
Lega, M.D.

ABSENT: Mr. Herman Miller; F. S. Horlander, M.D.

HEALTH DEPARTMENT

EMPLOYEES PRESENT: Robert K. McKechnie, M.D., Health Officer
Norman Labhart, Administrative Assistant
Roger L. Lindsey, Legal Advisor

The Clark County Board of Health met on March 29, 1984 at
8:00 P.M. at the Touch of Class Restaurant in Clarksville,
Indiana.

Mr. Herman Miller called to report that he would be unable to
attend and requested that Paul Cleeter, D.D.S., Vice President,
conduct the meeting. The minutes of the October 12, 1983 meeting
were approved as mailed.

The first order of business was the length of time between the
October meeting and the March meeting. Administratively, some
problems existed. A motion was made by Dr. Robert Lega to hold a
meeting in January of each year to alleviate these problems. The
motion was seconded by Mr. William Brummett and was passed.

The Legal Advisor's contract was discussed. The Auditor's Office
required a signed contract before the first 1984 regularly
scheduled meeting of the Board. Therefore, the contract was
circulated for signature. After discussion, and upon motion duly
made, seconded, and unanimously passed, the 1984 Legal Advisor's
contract was ratified as signed.

A list of 1983 Bad Debts was submitted to the Board. Mr. Arthur
Schneider made a motion that the debts be written off. The
motion was seconded by Mr. William Brummett and was passed.

Mr. Norman Labhart requested that the Board provide guidelines
regarding deceased employee's vacation pay. After some
discussion, Dr. Emmett Speith motioned that the vacation pay be
paid to the estate of the deceased. The motion was seconded by
Mr. William Brummett and carried.

The next item on the agenda was the subject of Mr. James Raney's request for a septic tank permit. Roger Lindsey presented the information regarding this item. Mr. Raney had requested a septic tank permit based upon prior approval. He came before the Board on March 29, 1979. At that time the Board denied his request, but stated that if he could show prior approval in writing, they would issue a permit. At Mr. Raney's request, Roger Lindsey presented a letter dated January 6, 1984, from a prior employee of the Health Department, Dean Shepherd, which Mr. Raney has presented to the Health Department as "prior approval in writing" for a septic tank permit. Roger Lindsey then requested a clarification of "prior approval in writing". The Board then briefly discussed the matter and unanimously agreed that the Board's intent was to require a written document which was dated and in existence prior to the effective date of HSE-25R. Upon motion duly made, seconded and unanimously carried, the Board stated that "prior approval in writing" shall mean written approval for a septic tank from the Health Department which writing was in existence prior to the effective date of HSE-25R. Mr. Raney's letter from Mr. Dean Shepherd was not in existence prior to the effective date of HSE-25R, therefore, upon motion duly made, seconded and unanimously carried, the Board denied Mr. Raney's request for a septic tank permit.

A slide presentation was presented on the Women and Infant Children Program (WIC). The Indiana State Board of Health has requested that this program be implemented in Clark County. Clark County is one of the last large counties not having this program. After a lengthy discussion, a motion was made by Dr. Robert Lega that the Health Department make application to the State Board of Health with the approval of the Clark County Medical Society. The motion was seconded by Mr. Arthur Schneider and was passed.

There being no further business to come before the Board, Dr. Paul Cleeter adjourned the meeting.

Respectfully submitted,

Robert K. McKechnie, M.D.
Robert K. McKechnie, M.D.
Secretary
Clark County Board of Health

MINUTES OF THE MEETING OF
THE CLARK COUNTY BOARD OF HEALTH

MAY 31, 1984

PRESENT: Mr. Herman Miller; Mr. Arthur Schneiter, Jr.; Mr. William Brummett;
Emmett Spieth, D.V.M.

ABSENT: Robert Lega, M.D.; Paul Cleeter, D.D.S.; F.S. Horlander, M.D.

HEALTH DEPARTMENT EMPLOYEES PRESENT: Robert K. McKechnie, M.D., Health Officer;
Norman Labhart, Administrative Assistant;
Roger Lindsey, Legal Advisor;
JoAnn Dome, R.N.

The Clark County Board of Health met on May 31, 1984 at 8:00 P.M. at the Quality Inn, Clarksville, Indiana.

The minutes of the March 29, 1984 meeting were approved as mailed. The motion for approval was made by Arthur Schneiter, seconded by Mr. William Brummett and passed.

JoAnn Dome gave an update on Home Health Services. The number of patients continues to grow as well as the staff needed to provide services. The request was made that the name of the agency be changed from Home Health Services to Visiting Nurse Association of Southeastern Indiana. Mr. William Brummett so moved. The motion was seconded by Mr. Arthur Schneiter, Jr. and was passed.

The Open Records Law was then discussed. The attached memo to the Board members was read. The Board found the implementation of this law acceptable and it was declared Board policy.

The Budget Committee was formed. The Committee will consist of Mr. Herman Miller, Mr. Arthur Schneiter, Jr., Dr. Robert McKechnie and Norman Labhart, Administrative Assistant. Mr. William Brummett made the motion that the Committee act for the Board and submit the budget to the Auditor. The motion was seconded by Emmett Spieth, D.V.M. and passed.

A discussion of the Title XX Agreement followed. The following resolution was adopted:

BE IT RESOLVED, that as the Board of Directors of the Clark County Health Department are desirous of entering into Agreement No. 10-85A-0720 with the Interdepartmental Board for Coordination of Human Services Programs, we hereby accept the terms and conditions set forth in the agreement and authorize the President to execute said agreement as representative of, and on behalf of this corporation.

The next item on the agenda was space for the Health Department. As the Health Department continues to grow more space is needed, and even more will be needed in the future. The suggestion was made that future plans be made to find a method of housing all the Health Department in one building.

The situation of Southern Hills Estates was discussed. Roger Lindsey updated the Board on his recent meeting with the Zoning Boards Attorney.

The qualifications of the sanitarians were discussed. Motion made by Mr. William Brummett that the qualifications for sanitarians be a BS Degree with 30 hours of science, and that they become registered Professional Sanitarians within two years of employment. Mr. Arthur Schmeiter, Jr. recommended that it be changed to say that they must meet the education qualifications to be registered, because they might change, and that they sign an agreement that they will become registered within the two years or resign. Mr. William Brummett changed this motion. Seconded by Mr. Arthur Schmeiter, Jr. Motion carried.

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,



Robert K. McKechnie, M.D.
Secretary
Clark County Board of Health

MINUTES OF THE MEETING OF
THE CLARK COUNTY BOARD OF HEALTH

AUGUST 29, 1984

PRESENT: Mr. Herman Miller; Mr. Arthur Schneider, Jr.; Mr. William Brummett; Emmett Speith, D.V.M.; Paul Cleeter, D.D.S.; Robert Lega, M.D.

ABSENT: F.S. Horlander, M.D.

HEALTH DEPARTMENT EMPLOYEES PRESENT: David Ellis, R.P.S.; Rachel Spaulding, R.P.S.; William Seibel, R.P.S.; Mr. Harvey Mull; Norman Labhart, Administrative Assistant; Robert McKechnie, M.D., Health Officer; Roger Lindsey, Legal Advisor

The Clark County Board of Health met on August 29, 1984 at 8:00 P.M. at the Quality Inn, Clarksville, Indiana.

The minutes of the May 31, 1984 meeting were approved as mailed. The motion for approval was made by Mr. William Brummett, seconded by Mr. Arthur Schneider, Jr. and passed.

The next item on the agenda was the report by the Environmental Section. David Ellis introduced the employees of his section and gave an overview of the section's activities and how the new regulations would be implemented. Rachel Spaulding talked about her duties and answered questions from the Board. Mr. Seibel spoke on rat and mosquito control, and Harvey Mull discussed the food program. The Board thanked them for these presentations.

Norman Labhart updated the Board on the growth of VNA. The addition of the new services and new personnel has resulted in crowded conditions. The Board of Health authorized Dr. McKechnie to rent additional space while looking into the possibility of obtaining a building large enough to house the entire Health Department in the future.

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,


Robert K. McKechnie,
Secretary
Clark County Board of Health

MINUTES OF THE MEETING OF
THE CLARK COUNTY BOARD OF HEALTH
OCTOBER 31, 1984

PRESENT: Mr. Herman Miller; Mr. Arthur Schneider, Jr.; Mr. William Brummett;
Emmett Speith, D.V.M.; Paul Cleeter, D.D.S.

ABSENT: Robert Lega, M.D.; Dr. Horlander, M.D.

HEALTH DEPARTMENT EMPLOYEES PRESENT: Robert K. McKechnie, M.D., Health Officer
Norman Labhart, Administrative Assistant
Roger Lindsey, Legal advisor

The Clark County Board of Health met on October 31, 1984, at 8:00 P.M.,
at the Quality Inn, Clarksville, Indiana.

The Board of Health discussed the location of Clarksville's new sewage
treatment plant. Past history of the near by Atkins water wells indicate
a potential problem with the chosen location. The board voted unanimously
to go on record with the State Board of Health expressing the concern about
the location of the treatment plant. The location of the treatment plant
is in the cone of draw down for the wells and one or the other should not
be operated.

Copies of the new sanitary code had been sent to Board members and discussion
centered on the implementation of the code. Several suggestions were made.
Dr. McKechnie suggested that the licenses for food establishments be set
up in alphabetical order so that the issuance would be spread out over
the first year. By spreading them out over the year, the proper attention
could be given each one. Mr. Labhart was instructed to do this.

An update on the VNA was given. The VNA section continues to grow.
Additional personnel was hired to keep up with the demand. The program
continues to be self supporting.

Reappointments of Art Schneider and Emmett Speith, D.V.M., were the next
item on the agenda. It was decided with a unanimous vote to submit their
names to the county commissioners for reappointment.

The election of offices for 1985 was held with Bill Brummet making a motion
that Herman Miller be President and Paul Cleeter, D.D.S., be Vice President.
It was seconded by Art Schneider, motion carried.

The meeting dates for 1985 were selected. They are:

January 31
May 30
August 29
October 31

Discussion was held pertaining to a new building. As the Health Department has grown, it is now located in three different buildings. Under existing statutes, it would not be economically feasible to construct a building to house all of the department. It was suggested that Dr. McKechnie and Roger Lindsey look into legislation to correct this. Due to the time factor in submitting bills a motion was made that Dr. McKechnie go ahead and have Mr. Wathen submit a bill. Seconded by Dr. Cleeter, motion passed.

There being no further business to come before the board, the meeting was adjourned.

Respectfully submitted,

Robert K. McKechnie M.D.
Robert K. McKechnie, M.D.
Health Officer

RKM:dw