

**FEE CHANGE ADOPTED BY BOARD OF HEALTH 11-24-2004**

**EFFECTIVE 1-1-2005**

**OLD CHARGE**

**PUBLIC HEALTH NURSING**

Immunizations	Donations - 2.00	Donations - 2.00
TB Test	5.00	No Charge

**VITAL RECORDS**

Birth Certificate	10.00	5.00
Death Certificate	10.00	5.00
Paternity Affidavit	10.00	No Charge
Corrections	5.00	No Charge
Geneology	5.00	No Charge

**SEWAGE DISPOSAL**

Application	25.00	20.00
NCP	75.00	75.00
Repair/Replacement	50.00	25.00
Existing Inspection	50.00	50.00
Installer	50.00	25.00
> 2 final inspection Visits \$20 per visit	20.00	No Charge
> 1 Contractor Conference \$20 per visit	20.00	No Charge

**SUBDIVISION PLAN REVIEW**

Lots 1-5	50.00	No Charge
Lots 6-10	100.00	No Charge
Lots 11-20	200.00	No Charge
Lots 21-30	300.00	No Charge
Lots 31-40	400.00	No Charge
Lots > 41	500.00	No Charge

**FOOD SERVICE**

**Food Service Establishments**

Plan Review	50.00	50.00
New Establishment	100.00	100.00
FS1 1-5 Employees	100.00	100.00
FS2 6-9 Employees	150.00	150.00
FS3 10 + Employees	200.00	200.00

**Retail Food/Grocery Store**

Plan Review	50.00	50.00
New Establishment	100.00	100.00
RF1 1-5 Employees	100.00	100.00
RF2 6-9 Employees	150.00	150.00
RF3 10 + Employees	200.00	200.00

**Ice Cream & Sweet Shops**

	65.00	65.00
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**FEE CHANGE ADOPTED BY BOARD OF HEALTH 11-24-2004**

<b>EFFECTIVE 1-1-2005</b>		<b>OLD CHARGE</b>
Bakeries	65.00	65.00
Bars	65.00	65.00
Mobile Food Dispensing Units		
MF1 Under 1000 lbs.	25.00	25.00
MF2 Over 1000 lbs.	50.00	50.00
Produce Markets		
Annual Operation Over six months		
P11 Under 2000 Sq Ft	50.00	50.00
P12 2000 to 7999 Sq Ft	60.00	60.00
P13 8000 + Sq Ft	70.00	70.00
Seasonable Operation 4-6 months		
P21 Under 2000 Sq Ft	25.00	25.00
P22 2000 to 7999 Sq Ft	30.00	30.00
P23 8000 + Sq Ft	35.00	35.00
Seasonable Operation 4 months or less		
P31 Under 2000 Sq Ft	12.50	12.50
P32 2000 to 7999 Sq Ft	15.00	15.00
P33 8000 + Sq Ft	17.50	17.50
Late Fees Due March 1		
30 Days Late	25.00	25.00
60 Days Late	50.00	50.00
Temporary Food Service Establishments		
1 - 3 Days	20.00	10.00
4 - 7 Days	30.00	20.00
8 - 14 Days	40.00	30.00
Follow-Up Inspection on Food Service	20.00	No Charge
<b>PERMIT PRO-RATED</b>		
For Less and one (1) year, Six (6) Months	Full Fee	Full Fee
Three (3) to Six (6) Months	50%	50%
Less Than Three (3) Months	25%	25%
<b>POOLS</b>		
Pools	100.00	100.00
SPA	50.00	50.00
Wading	50.00	50.00
Plan Review	100.00	100.00

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES**

**March 30, 2005**

The meeting was held at the Clark County Health Department 1403 Spring St. Jeffersonville Indiana.

Board Members present were: Dr. Thaker, Ed Johnson, Dr. Kemper, Fay Allen, Dr. Martin and Dr. Howard.

Members Absent: Kathryn Raines

Staff Present: Dr. Burke, Jerry Hall, Mike Meyer, Scott Wilson

Dr. Howard called the meeting to order at 8:05 A.M. The minutes of the previous meeting were reviewed. Ms. Allen made a motion to approve the minutes. Dr. Kemper seconded the motion. The motion passed unanimously.

**BOARD OFFICERS**

Dr. Martin nominated Dr. Howard for Chair and Ms. Raines for Vice Chair. Mr. Johnson seconded the motion. The motion passed unanimously.

**HEALTH OFFICER APPOINTMENT**

Dr. Kemper made a motion to appointment Dr. Burke Health Officer for a four year term. Mr. Johnson seconded the motion. The motion passed unanimously.

**ANNUNAL REPORT**

Dr. Burke reviewed the annual report for the health department. Ms. Allen motioned to accept the report. Dr. Kemper seconded the motion. The motion passed unanimously.

**911 FEES**

Mr. Hall reviewed the annual report for 911 activities. He stated the figures are more accurate than in the past due to new equipment that tracks calls rather than prior estimates. Mr. Hall reviewed the status of income to 911. The number of cell phones continues to grow while landlines growth has slowed. The cell phones do not generate as much revenue a landlines so the result is less income. The expense of the County jail employees is quickly depleting the 911 fund. Mr. Hall explained the landline surcharge will have to be raised by the end of this year to continue to fund the current budget. Dr. Kemper made a motion to notify the State Wireless Board of the need to increase the cell phone surcharge. Mr. Johnson seconded the motion. The motion passed unanimously. Mr. Johnson also made a motion to recommend to the County Commissioners that they raise the landline fee to balance the 911 budget. Dr. Kemper seconded the motion. The motion passed unanimously.

**ATTORNEY REPORT**

Mr. Meyer reported the judge had ruled on the on-site sewage disposal case. He ruled that the health ordinance had not been published properly and the "log cabin rule" exempted the on site system from regulation. Mr. Kizer is going to proceed with the case under state law.

**OLD BUSINESS**

None

**NEW BUSINESS**

Dr. Burke reported the TB case that was centered at a nail salon had no further cases identified after screening employees and customers. Follow up testing will be offered in three months.

**ADJOURN**

There being no further business Mr. Johnson motioned to adjourn the meeting. Ms. Allen seconded the motion. The motion passed unanimously. The meeting adjourned at 9:10 A.M.

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Dr. James Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES**

**June 8, 2005**

The meeting was held at the Clark County Health Department 1403 Spring St. Jeffersonville Indiana.

Board Members present were: Dr.Thaker, Kathryn Raines, Dr. Kemper, Fay Allen, Dr. Martin and Dr. Howard.

Members Absent: Ed Johnson

Staff Present: Dr. Burke, Jerry Hall, Mike Meyer, Jim Kizer

Dr. Howard called the meeting to order at 8:05 A.M. The minutes of the previous meeting were reviewed. Dr. Kemper made a motion to approve the minutes. Ms. Allen seconded the motion. The motion passed unanimously.

**BUDGET**

Dr. Burke reviewed the proposed 2006 budget for the health department. The budget is basically the same as 2005 with the base salaries of all employees increased 10%. Jerry Hall presented the 911 Budget for 2006. This budget was also the same as 2005 with the 10% increase in base salaries. Ms. Allen made a motion to approve both budgets. Dr. Thaker seconded the motion. The motion passed unanimously.

**TB POLICY**

Dr. Burke presented Rule and Regulation #1-2005 concerning TB screening tests in schools. This rule was proposed after reviewing the current TB rule and consulting with the CDC and the Indiana State Department of Health. Ms. Allen made a motion to adopt Rule and Regulation #1-2005 as presented. Dr. Thaker seconded the motion. The motion passed unanimously.

**911 FEES**

Mr. Hall reviewed the status of income to 911. The number of cell phones continues to grow while landlines growth has slowed. The cell phones do not generate as much revenue a landlines so the result is less income. The expense of the County Sheriff's employees is quickly depleting the 911 fund. Dr. Martin made a motion to recommend to the County Commissioners that they increase the landline 911 fee 25 cents per line if the Sheriff's employees expenses are discontinued or 65 cents if the current expenses for the Sheriff's employees continue. Ms. Raines seconded the motion. The motion passed unanimously. Dr. Martin made a motion to recommend that if the Sheriff's dispatchers continue to be funded from the 911 budget they would move to the 911 center and be administratively responsible to the 911 director. Dr. Kemper seconded the motion. The motion passed unanimously.

**ATTORNEY REPORT**

Mr. Kizer reported the judge had ruled on the on-site sewage disposal case. He ruled that the health ordinance had not been published properly and the "log cabin rule" exempted the on site system from regulation. Mr. Kizer is going to proceed with the case under state law. The next hearing date is August 2, 2005. He also reported a court case is preceding involving Creekside Kennels. The kennel does not have proper means of sewage disposal. The case is complicated by the location being in a floodplain, limited space for repair and because it is a commercial site the State Health Department must approve any planned remedy.

**OLD BUSINESS**


None

**NEW BUSINESS**

Mr. Meyer reported that as part of bioterrorism preparedness the department was securing memorandums of understanding with partners. The Greater Clark schools which had previously agreed to provide two schools for mass prophylaxis clinics has advised the department they cannot sign an agreement unless it releases them from all liability. This creates a problem for the County. The Board recommended Dr. Burke and Mr. Meyer meet with the superintendent to attempt to resolve the issue. If this is not successful then they advised to contact the Greater Clark School Board.

**ADJOURN**

There being no further business Dr. Martin motioned to adjourn the meeting. Ms. Raines seconded the motion. The motion passed unanimously. The meeting adjourned at 9:05 A.M.

  
Dr. James Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES**

**November 9, 2005**

The meeting was held at the Clark County Health Department 1403 Spring St. Jeffersonville Indiana.

Board Members present were: Dr. Thaker, Ed Johnson, Dr. Kemper, Fay Allen, Dr. Martin and Dr. Howard.

Members Absent: Kathryn Raines

Staff Present: Dr. Burke, Mike Meyer, Jim Kizer, DeLynn Rutherford

Dr. Howard called the meeting to order at 8:00 A.M. The minutes of the previous meeting were reviewed. Ms. Allen made a motion to approve the minutes. Dr. Kemper seconded the motion. The motion passed unanimously.

**ATTORNEY CONTRACT**

Jim Kizer presented a proposed contract to continue to represent the Board of Health in 2006. Dr. Kemper made a motion to approve the contract as presented. Ms. Allen seconded the motion. The motion passed unanimously.

**SMOKING ORDINANCE**

The City of Jeffersonville is in the process of enacting a smoking ban on certain business establishments in the city. The Clark County Tobacco Prevention and Cessation Coalition has requested the Board of Health to support the ordinance. After much discussion of the issue Dr. Kemper made a motion to support the smoking ban in Jeffersonville based on the negative health effects of secondhand smoke. Dr. Thaker seconded the motion. The motion passed 4-0 with 2 abstentions.

**PANDEMIC FLU**

Dr. Burke presented an overview of the current threat of avian flu to cause a pandemic. The department is working with the Indiana State Department of Health to develop a plan of action to deal with the threat.

**911 FEE**

Mr. Meyer reported Mr. Kizer was in the process of sending a letter to the County Commissioners advising the 911 fee needed to be increased if the current rate of spending on the sheriff's dispatchers continued.

**CREDIT CARD POLICY**

At the direction of the State Board of Accounts Mr. Meyer presented a credit card policy for the department. Ms. Allen made a motion to adopt the policy. Mr. Johnson seconded the policy. The motion passed unanimously.

**STRATEGIC PLANNING**

Dr. Burke introduced the concept of the Board participating with the staff to develop a strategic plan for the department.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURN**

There being no further business Mr. Johnson motioned to adjourn the meeting. Ms. Allen seconded the motion. The motion passed unanimously. The meeting adjourned at 9:10 A.M.

**Dr. James Howard  
Board Chairman**

Dr. Howard presented a report on the financial condition of the department. He stated that the department has a surplus of \$100,000.00. He also stated that the department has a reserve fund of \$200,000.00. He recommended that the department should continue to maintain this surplus and reserve fund. He also recommended that the department should continue to invest in capital equipment. He stated that the department has a good working relationship with the State Department of Health. He also stated that the department has a good working relationship with the State Department of Education. He recommended that the department should continue to maintain these relationships. He also recommended that the department should continue to invest in capital equipment. He stated that the department has a good working relationship with the State Department of Health. He also stated that the department has a good working relationship with the State Department of Education. He recommended that the department should continue to maintain these relationships. He also recommended that the department should continue to invest in capital equipment.

**PANDEMIC PLAN**

Dr. Burke presented a report on the pandemic plan. He stated that the department has a good working relationship with the State Department of Health. He also stated that the department has a good working relationship with the State Department of Education. He recommended that the department should continue to maintain these relationships. He also recommended that the department should continue to invest in capital equipment. He stated that the department has a good working relationship with the State Department of Health. He also stated that the department has a good working relationship with the State Department of Education. He recommended that the department should continue to maintain these relationships. He also recommended that the department should continue to invest in capital equipment.

**011 FILE**

Dr. Howard presented a report on the 011 file. He stated that the department has a good working relationship with the State Department of Health. He also stated that the department has a good working relationship with the State Department of Education. He recommended that the department should continue to maintain these relationships. He also recommended that the department should continue to invest in capital equipment. He stated that the department has a good working relationship with the State Department of Health. He also stated that the department has a good working relationship with the State Department of Education. He recommended that the department should continue to maintain these relationships. He also recommended that the department should continue to invest in capital equipment.