

**CLARK COUNTY BOARD OF HEALTH**  
**MEETING MINUTES**  
**MAY 20,2009**

The meeting was held at the Louis Kratz Health and Wellness Center 1319 Missouri Ave. Jeffersonville In.

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

Board Members Absent: None

Staff Present: Dr. Burke, Kay Branham, Pam Hudson, Bridget McCurdy, Scott Wilson, Dorothy Waterhouse, Jerry Hall and Mike Meyer

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.

**ELECTION OF OFFICERS**

Dr. Kemper made a motion to retain the current officers in their positions Dr. Howard Chairman and Dr. Thaker Vice-Chairman. Dr. Martin seconded the motion. The motion passed unanimously.

**INALBOH**

Dr. Howard reported on progress of the Indiana Local Boards of Health organization. There are approximately 23 boards as members. Dr. Howard is organizing a local meeting to recruit counties surrounding Clark.

**IPHA PRESENTATION**

Michelle Lindley with the Indiana Public Health Association and Andi Hannah with the Clark County Tobacco Cessation Coalition made a presentation on Comprehensive Smokefree Air Policy.

**PERSONNEL POLICY REVISION**

Mr. Meyer stated staff has begun to outline differences in the current Health Department policy and the county policy. When this is complete the document will be provided to the Board committee and a date set to review the changes necessary.

**BOARD EVALUATION**

Mr. Meyer requested possible dates from the Board to participate in the Governance Assessment. The assessment would take approximately 2 hours to complete and would be facilitated by Purdue University staff. The Board will be sent a list of

possible dates in August and the meeting scheduled when the results are tabulated.

#### **SAFETY PLAN**

Mr. Kizer reported the Safety plan had not been published according to the time frames stated in the statues. Also his opinion based on a prior lawsuit the Health Department was involved in, that has been expressed to the County Attorney, is that the publication does not include key parts of the ordinance. After discussion Dr. Kemper made a motion for Mr. Kizer to write a letter to the Commissioners from the Board stating their concern about the content of the publication. Dr. Thaker seconded the motion. The motion passed unanimously.

#### **VITAL CHECK**

Mr. Meyer reported on a payment system that would allow customers to use credit cards for Health department transactions. The service provided by a company named Vital Check would charge the customer a fee for use and the department would not incur any fees for the service. The company would also handle internet orders and express mail service. This service would also not incur costs for the department. The service is in use by the Indiana State Department of Health and many County Health Departments in the State. Ms. Allen made a motion to authorize the department to use the Vital Check services. Mr. Johnson seconded the motion. The motion passed unanimously.

#### **ANNUAL REPORT**

Dr. Burke reviewed the financial data of the 2008 annual report. Supervisors for each division reviewed their programs statistics for 2008.

#### **FLU UPDATE**

Dr. Burke reviewed the H1N1 flu virus situation. No cases have been identified in Clark County. The department has been involved in education efforts in the community and will continue to disseminate information to the Healthcare community as warranted. No information about a vaccine has been received at this time.

#### **OLD BUSINESS**

None reported.

#### **NEW BUSINESS**

None reported.


The next meeting date was set for June 24, 2009.

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**ADJOURN**

There being no further business Ms. Allen motioned to adjourn the meeting. Mr. Johnson seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:35 A.M.



Dr. Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH**  
**MEETING MINUTES**  
**JUNE 24,2009**

The meeting was held at the Louis Kratz Health and Wellness Center 1319 Missouri Ave. Jeffersonville In.

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

Board Members Absent: Terry Natterman , Ed Johnson

Staff Present: Dr. Burke, Jerry Hall, Brad Meixell and Mike Meyer

Dr. Howard called the meeting to order at 8:01 A.M.

The minutes of the previous meeting were reviewed. Ms. Allen made a motion to approve the minutes. Dr. Thaker seconded the motion. The motion passed unanimously.

**BUDGET**

Mr. Hall and Mr. Meixell presented the proposed 911 budget for 2010. Mr. Meyer and Dr. Burke presented the Health Department proposed budget for 2010. After discussion Dr. Thaker made a motion to approve both budgets as proposed. Ms. Allen seconded the motion. The motion passed unanimously. Mr. Hall also reported the current 911 budget was underfunded and he was on the County Council agenda in July to request additional funding.

**PERSONNEL POLICY**

Mr. Meyer reported that staff continue to work on revisions to the policy and review by Dr. Burke is pending.

**BOARD EVALUATION**

Mr. Meyer reminded the Board the governance assessment had been scheduled for August 12,2009.

**SAFETY PLAN**

Mr. Meyer reported the County Commissioners had republished the Safety Plan and Board Attorney, Mr. Kizer, was of the opinion that it was done properly.

**OLD BUSINESS**

Dr. Burke stated there had not been any new cases of H1N1 flu reported to the Department.

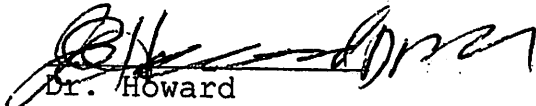
**NEW BUSINESS**

None reported.

**ADJOURN**

There being no further business Dr. Martin motioned to adjourn the meeting. Dr. Kemper seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:45 A.M.



Dr. Howard

Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
SEPTEMBER 16, 2009**

The meeting was held at the Louis Kratz Health and Wellness Center 1319 Missouri Ave. Jeffersonville In.

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

Board Members Absent: Terry Natterman

Staff Present: Dr. Burke, Bridget McCurdy, Jim Kizer and Mike Meyer

Dr. Howard called the meeting to order at 8:10 A.M.

The minutes of the previous meeting were reviewed. Dr. Martin made a motion to approve the minutes. Dr. Thaker seconded the motion. The motion passed unanimously.

**BOARD MANUAL**

Mr. Meyer distributed a manual prepared by the Indiana State Board of Health for local Health Department Board members. The manual includes State codes and lists Board member responsibilities.

**H1N1 UPDATE**

Dr. Burke reported the Department continues to plan to distribute vaccine to high risk populations as soon as available.

**BOARD EVALUATION**

The Board discussed the governance assessment had been conducted on August 12, 2009.

**OLD BUSINESS**

Dr. Howard reported on the upcoming meeting of INALBOH that Dr. Monroe was sponsoring.

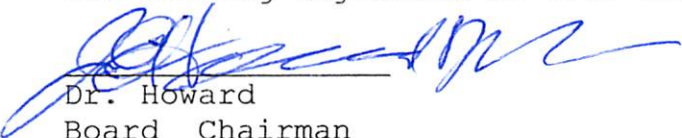
**NEW BUSINESS**

None reported.

**ADJOURN**

There being no further business Dr. Martin motioned to adjourn the meeting. Dr. Kemper seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:15 A.M.

  
Dr. Howard  
Board Chairman

**CLARK COUNTY BOARD OF HEALTH  
MEETING MINUTES  
NOVEMBER 18, 2009**

The meeting was held at the Louis Kratz Health and Wellness Center 1319 Missouri Ave. Jeffersonville In.

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

Board Members Absent: none

Staff Present: Dr. Burke, Jim Kizer and Mike Meyer

Dr. Howard called the meeting to order at 8:05 A.M.

The minutes of the previous meeting were reviewed. Dr. Martin made a motion to approve the minutes. Ms. Allen seconded the motion. The motion passed unanimously.

**BUDGET**

Mr. Meyer reported the department's 2010 budget was maintained by the County Council at the 2009 level. This budget will be submitted to the state for their review and approval.

**H1N1 UPDATE**

Dr. Burke reported on the current level of flu circulating in the state and nationally. Mr. Meyer stated the department staff was currently completing the first dose of vaccine being administered to all school children in the county. He stated the goal was to return to all schools and offer the second dose to students <10 years old before the Christmas break. The supply of vaccine is increasing and large clinics for the general population are expected to begin the middle of December. Mr. Meyer reported a majority of the staff is assigned to the project and many department activities are minimal. He also reported the CDC has provided grants to support the project.

**OLD BUSINESS**

Dr. Howard reported on the quality improvement and accreditation meeting he had attended with State Health Commissioner ,Dr. Monroe.

**NEW BUSINESS**

Dr. Howard advised the Board that the membership to the Indiana Association of Local Boards of Health was due to renew. Mr. Johnson motioned to renew the membership. Ms. Allen seconded the motion. The motion passed unanimously.

Dr. Burke reported the department had been assisting the Indiana State Department of Health and the CDC in the investigation of a

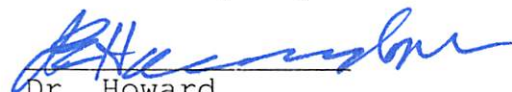
death caused by rabies. The adult male had been ill and was admitted to the Medical Center of Indiana at Charlestown then quickly transferred to Norton's Hospital in Louisville. His condition declined rapidly and he died before the diagnosis had been confirmed. An autopsy was performed and results determined he had a type of rabies carried by bats. The interviews with his contacts did not reveal anyone who had heard the patient report any exposure to a bat. Several of the contacts were evaluated for potential exposure and received prophylaxis.

The next meeting was set for January 5, 2010 to discuss action on the budget. If no more information had been received by then the meeting would be canceled.

**ADJOURN**

There being no further business Dr. Martin motioned to adjourn the meeting. Dr. Thaker seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:10 A.M.



Dr. Howard  
Board Chairman