

Sullivan County Board of Health- Regular Monthly Meeting
Date: 26 October 2017
Location: Sullivan County Health Department Office

A meeting of the Sullivan County Board of Health was held. Timely public notice was made by a public posting at the Health Office and by advertisement in the Sullivan Daily Times.

Members Present:

Jessy Woods, MD
Amy Hale, RN
Patricia Morgan
Barbara Mowery, MD
Sharon Pigg
Deirdre Dugan, RN

Member Absent:

Judith Weathers

In Attendance: Michael Gamble, MD; Matthew Herrick, MHA; Kelly Wood, RN; Ray McCammon, Commissioner; Dennis Clark, Press

- 1) The meeting was called to order by Dr. Woods after noting the presence of a quorum.
- 2) Approval of minutes from the meeting held 28 September 2017: Motion by Dr. Mowery, Second by Ms. Morgan, all in favor.
- 3) Approval of Claims Vouchers: Motion by Dr. Woods, Second by Dr. Mowery, all in favor.
 - Michael Gamble- Reimbursement CPR Mask
 - Michael Gamble- Reimbursement office supplies
 - Michael Gamble- Reimbursement clinic supplies
 - Michel Gamble- Mileage (Leadership Symposium)
 - Edge IT- Network upgrade
 - Matthew Herrick- Mileage
 - Matthew Herrick- Business Cards
 - Henry Schein- TB, vaccine, clinic supplies
- 4) Health Administrator Performance Report
 - September Receipts:
 - 87 Birth Certificates/\$870
 - 47 Death Certificates/\$470
 - 2 Septic Permit/\$50
 - 5 Food Permit/\$125
 - Public Health Nurse: 2 animal bites, 11 Infectious Disease Epidemiology cases
 - State Vaccine Compliance Visit scheduled November 20
 - Emergency Management Plans for Vaccines Storage- Shared back up with SCCH Pharmacy
 - Emergency Protocol for Anaphylaxis now in place
 - TB Testing implementation- maintaining current charge \$20
- 6) Health Administrator Financial Report

- September Income/Expenses

7) Old Business:

- Short Term Goals: less than 1 year
 1. Vaccine for Children (VFC) Implementation
 2. Full implementation of the food permitting and inspection program
 3. Fully operational on-site sewage program for permitting and inspection
 4. Appropriate budget for 2019
 5. Appropriate staffing for our health department
 6. Meth cleanup program
 7. Remodeling of Health Department buildingMotion to approve Short Term Goals by Ms. Dugan, Second by Ms. Morgan, all in favor.
- Long Term Goals: more than 1 year
 1. Vaccine program to include VFC, uninsured adults, insured children/adults, and self-pay children/adults
 2. Mobile Vaccine Clinics to include schools
 3. Full implementation of the food permitting and inspection program
 4. Fully operational on-site sewage program for permitting and inspections
 5. Full time nursing staff
 6. Remodeling of the Health Department building
 7. To become an accredited local Health Department
 8. Vector control-mosquito control
 9. Sexually transmitted infection testing and treatmentMotion to approve Long Term Goals by Ms. Dugan, Second by Ms. Morgan, all in favor.
- Status of Trust/LHMF Grant Application: pending
- Building Redesign: pending Commissioners
- Cell Phones for field staff. County gets a Verizon discount. Discussion ensued. Staff to obtain further information from Verizon.
- Election of Vice Chairperson: Deirdre Dugan, RN was nominated by Ms. Morgan, Second by Dr. Mowery, accepted, all in favor.
- State Board of Accounts Audit: no action, pending.

8) New Business:

- Discussion of Fees: The following requests will be sent to Commissioners for Approval:
 - Notary Public Fee: \$2. Motion by Ms. Morgan, Second by Dr. Mowery, all in favor.
 - Paternity Affidavit Fee: \$20 (includes Notary Service). Motion by Ms. Dugan, Second by Ms. Hale, all in favor.
 - Photocopy Fee for Records: \$1 per page. Motion by Dr. Woods, Second by Ms. Morgan, all in favor.
- VaxCare program for commercial insured vaccinations was presented. Options and contract discussed. Motion to approve by Dr. Mowery, Second by Ms. Dugan, all in favor.
- Sharps Disposal: Discussion regarding SteriCycle contract, public and school usage
 - Motion to continue current SteriCycle contract by Dr. Woods, Second by Ms. Morgan, all in favor.

- Motion to continue accepting school system sharps by Ms. Morgan, Second by Dr. Mowery, all in favor.
- There is concern that accepting all from the community might exceed the space and weight limits. No action.
- Motion to ask Commissioners' permission for Children's Mural Painting in nurses' room by Dr. Mowery, Second by Ms. Dugan, all in favor.
- Approved a letter of support to Recorder Office for BookEye4 Scanner which will be at no cost to Health Department but will be used for computer database entry of old birth and death books.

9) Good of the Order: Commissioner McCammon inquired about the on-site sewage system application, planning, and inspection process.

10) Motion to adjourn by Dr. Woods, Second by Ms. Morgan, all in favor.

Future Meetings: 11-16-17; 12-21-17 at 7PM at Sullivan County Health Dept. Office

_____ Michael Gamble, MD, MBA, Health Officer

_____ Jessy Woods, MD, Board of Health President

_____ Deirdre Dugan, RN

_____ Amy Hale, RN

_____ Patricia Morgan

_____ Barbara Mowery, MD

_____ Sharon Pigg

_____ Judith Weathers