

DELAWARE COUNTY BOARD OF HEALTH

REGULAR MONTHLY BOARD MEETING

JULY 11, 2013

The Delaware County Board of Health met in the Commissioner's courtroom on the 3rd floor of the Delaware County Building. The meeting was called to order at 7:05 pm by Chairperson Judi Harris. Board members present were Vice Chairperson Dr. John Peterson, Phyllis Beatty, Dr. Anthony Dowell, Dr. David Grosso, Christiana Mann and Joseph Russell.

Chairperson Harris asked for approval of June 2013 minutes; a motion was made and seconded to accept the minutes as written. Motion carried.

Committee Reports were submitted to Chairperson Harris. Chairperson Harris said the Personnel Policy will come up with a policy on how the grounds at 125 North Mulberry will be maintained after receiving a phone call from a concerned citizen. Administrator Joshua Williams has spoken with Charlie Walker who maintains the County Building. C. Walker will utilize DCCC clients for trimming ground cover and picking up litter around the grounds. J. Williams feels this will cover the outside maintenance of the grounds; the Board may need to consider a private contractor for snow removal when the time arises. Dr. Dowell asked if the Department carries insurance for water line/sewage rupture; J. Williams will follow-up with the County's insurance agent John Parker and report at a later date.

Steve Shreves, CR 350 N. near the town of DeSoto, applied for a septic permit from the Health Department; J. Williams reviewed the application and denied the permit. J. Williams explained the county ordinance which states once a sanitary sewer is available within 300 feet of the property line the property owner must abandoned their septic system and hook onto the sanitary sewer within 90 days of being notified. J. Williams thought it would be in bad faith to issue Mr. Shreves a permit allowing construction on a septic system when it is about a month away from completion of the sanitary sewer project. Mr. Shreves is appealing the Department's decision. Attorney Donald Dunnuck explained the Department's position, the state statute and local ordinance, giving Board members a background of where Mr. Shreves is coming from on the appeal and warning the Board a lawsuit may be filed in the future. Mr. Dunnuck recommends the Board deny the appeal, forcing Mr. Shreves to file a judicial review in one of the Circuit courts and Mr. Dunnuck will defend the case on behalf of the Health Department/Board. Mr. Dunnuck feels the real issue is between Mr. Shreves and the Regional Waste Water District not the Health Department. A petition could be filed with the County Commissioners to amend the ordinance. Mr. Shreves will be notified by J. Williams/Mr. Dunnuck of the appeal hearing at the next board meeting.

J. Williams reported on H3N2v and recommendations from the CDC. J. Williams attended the Delaware Fair Board meeting last week to discuss the cases of H3N2v in Hancock and Grant counties. J. Williams will have information available at the Department's table which will be located in the Heartland Building during fair week. The Board would require a formal request to cover expense on hand washing stations during the Delaware County Fair, even if it is a re-imbusement after the event.

J. Williams gave the financial report of the Health Department. Asthma Grant is completely closed out with approval from the Feds.

J. Williams discussed fee schedule recommendations, one concerning the recent increase in the Corner's Education Fund fee from \$1.75 to \$2.00 per certificate sold. Registrar Mary Whaley explained the Vital Record charges and gave her opinion on price increase of death certificates. After further discussion from the Board, J. Williams will review current fees, research other counties fees and report back at the next Board meeting.

J. Williams presented the monthly reports from Vital Records and Nursing Divisions; other divisions will be submitted to the Board members electronically. J. Williams asked the members what type of reports they would like to receive besides or instead of the regular monthly reports. C. Mann commented the importance of electronic form of reporting, during the accreditation process, asking how the Board members could support J. Williams on achieving this goal. P. Beatty would like to see the director's report which gave a brief summary of business. J. Williams explained with the monthly Board meetings occurring at the beginning of the month and giving the Board members a week to review the information, doesn't allow J. Williams's adequate time to comply the summary of business report which P. Beatty has suggested. After further discussion, meeting information will be forwarded to members the week of the monthly meeting for their review, giving J. Williams more time to create a summary report.

Report on Board of Health Strategic Planning update was given by Chairperson Harris, who will be attending the NALBOH National Conference in August.

J. Williams gave a strategic planning update of the Health Department.

Chairperson Harris asked J. Williams how the cost of accreditation expenses would be covered out of the current budget; J. Williams gave examples of funds which could cover the accreditation costs.

The next meeting will be August 8th. A motion was made and seconded to adjourn the meeting; motion carried. Meeting adjourned at 8:51 p.m.



Judi Harris, Chairperson



Dr. Donna A. Wilkins, Health Officer