

DELAWARE COUNTY BOARD OF HEALTH
REGULAR MONTHLY MEETING
NOVEMBER 21, 2013

The Delaware County Board of Health met in Title IV-D Courtroom on the 3rd floor of the Delaware County Building. The meeting was called to order at 7:03 pm by Chairperson Judi Harris. Board members present: Vice Chairperson Dr. John Peterson, Dr. Anthony Dowell, Dr. David Grasso, Christiana Mann and Joseph Russell.

Chairperson Harris asked for approval of September 2013 minutes; a motion was made by Dr. Dowell and seconded by J. Russell to accept September 2013 minutes as written adding names of members in attendance, motion carried. A motion was made by Christiana Mann and seconded by Dr. Grasso to accept the October 2013 minutes as written, motion carried.

J. Williams, Administrator, discussed the proposed changes to Title 3 Health and Environment Chapter 4 Private Sewage Disposal Section H by adopting ordinance 2013-023. J. Williams went on to discuss Indiana Code 13-26-5 which pertains to the Health Department and its role in the exemption process of the property owner. J. Williams asked the Board to continue looking at developing a policy to determine how the property owner acquires the certification of the on-site sewage disposal system; removing the Health Department from the certification process and possible future liability by requiring the property owner to hire a third party who is recognized by Indiana State Health Department as a certified inspector. If the Board feels the department needs to provide the certification service to the public, J. Williams thought a fee would need to be implemented due to the time staff members would have tied up with the process. After discussion the Board members agreed to give J. Williams the authority to meet with attorney Mr. Dunnuck for his recommendation to development a policy, resolution or ordinance to satisfy the Health Departments role in the certification process of on-site sewage systems. Once it has been determined, J. Williams will bring his findings back to the Board at the next meeting. J. Williams asked the Board to review the Indiana Onsite Waste Water Professionals Association (IOWPA) template offered and give their opinion on whether to use the template or change it to work better for the Health Department; after discussion J. Williams will ask Mr. Dunnuck his opinion, whether to use the IOWPA template as it stands or make changes to the document which would better suit the Health Department.

J. Williams received notification from Weber Office Equipment the Health Department was no longer covered under the County copier/printer maintenance agreement. J. Williams explained the maintenance agreement. After discussion, C. Mann volunteered to approach the County Commissioners for an explanation for the change and why the Board wasn't consulted before a change occurred. A motion was made by Dr. Peterson and seconded by Dr. Dowell to accept the terms and sign the copier/printer maintenance agreement with Weber Office Equipment, motion carried.

J. Williams discussed the \$25,000 insurance deductible for lawsuit against the County initiated by Christine Stinson. J. Williams has submitted a request to the County Council for a \$25,000 addition expense to the current budget to cover the deductible. J. Williams was told by the Commissioners the

Health Department was responsible for the \$25,000 deductible because it was at the discretion of the Department to fire Mrs. Stinson; J. Williams pointed out the Health Department didn't work independently but in conjunction with the Human Resource Office and the Commissioners. J. Williams stated it may be time for the Board to look at adopting a personnel policy independent of the County personnel policy. Chairperson Harris stated the Board was never asked their opinion. Dr. Peterson discussed the Board's liability with current and future employees and how the department looks at policy and procedure to avoid high-risk individuals being hired. Chairperson Harris said under the new accreditation process there will need to be separation. A motion was made by Dr. Peterson and seconded by Dr. Grasso to approve the \$25,000 deductible payment by allowing J. Williams to submit a request in said amount to the County Council as an addition to the 2013 budget, motion carried.

J. Williams discussed the notification of property taxes due for 2012 payable in 2013 for 117 and 125 N. Mulberry Street. The Board reviewed the signed lease which stated the Board was responsible for all property taxes; Chairperson Harris, Dr. Grasso and J. Russell didn't remember this particular item from the review of the lease by the Building Committee. J. Williams reminded the Board the final lease wasn't the Board's decision but the County Commissioners. After discussion a motion was made by J. Russell and seconded by Dr. Grasso to ask the department's attorney to review the full original lease, approach the Treasurer and Assessor to establish the pro-rated amount contingent on date of lease signing of October 1, 2012 allowing J. Williams to pay the pro-rated; motion carried.

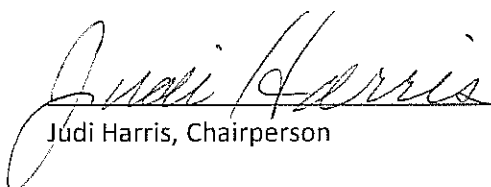
Dr. Dowell & Dr. Peterson submitted a committee report.

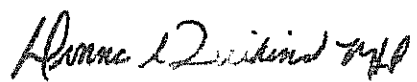
J. Williams discussed the maintenance costs of a 2000 Tahoe which includes the most recent estimate of @\$1900.00 to repair the transmission. J. Williams asked if the Board would support the repair cost or trade in the Tahoe and an S-10 truck and purchase a more reliable vehicle. The Board feels this would fall under the jurisdiction of the Health Officer and Administrator and the Board would support both of them in the decision.

Chairperson Harris asked for information of the proposed Health Clinic for county employees. J. Williams gave a breakdown of the clinic and the employees benefit/extra cost.

J. Williams discussed a call the Health Department staff member went on after police dispatch asked for the departments' assistance.

Chairperson Harris stated the December Board meeting may be canceled or changed depending on the urgency of action by the Board once J. Williams has consulted with attorney D. Dunnuck. A motion was made by Dr. Peterson & Dr. Dowell to adjourn, motion carried. Meeting adjourned at 9:45 p.m.


Judi Harris, Chairperson


Donna A. Wilkins M.D., Health Officer