

**Calhoun County Board of Health
Meeting Minutes**

Monday, March 19, 2007

Board of Health

Larry Anderson, Chair
Jeff Mitchell, Vice Chair
Kathryn Foerster
Byron McDonald
Eusebio Solis
Rick Tsoumas

Health Department

Dottie-Kay Bowersox
John Eva
Joe Frost
Dr. Greg Harrington
Ted Havens
Vivian Holdcraft
Kim Morris
Mike Waite

Calhoun County

Nancy Mullett
Greg Purcell

Absent

Ken Ponds, Excused

Anderson called the meeting to order at 8:00 am.

Anderson motioned for approval of agenda. Mitchell moved. McDonald supported. All in favor of agenda.

Anderson opened up the meeting for the public comment. Due to no comments, the public comment was closed.

Harrington presented pandemic influenza and handouts were distributed.

Tsoumas asked about birds here and educating zoo staff. Harrington explained procedures and reporting requirements for ill birds.

Frost provided a brief overview of the Local Health Department role and Emergency Response Education requirements. Frost provided an update of the "School Closing Table Top" completed in January 2007 (binders from the function were distributed to board members).

Tsoumas asked about educating the top 20 employers of Calhoun County on closing during illness. Frost stated that CCPHD is also planning a business summit, which will include inviting the top 50 employers for education.

COMMUNICABLE DISEASE (CD) UPDATE

Tuberculosis (TB)

Discussion was held regarding diagnosis, treatment, and follow-up of TB.

Norovirus discussion was held.

CONSENT AGENDA

Anderson motioned for approval of the Consent Agenda McDonald supported. All in favor.

FINANCE REPORT

Eva explained the budget included in the board packet. McDonald asked how many positions there are in the Health Department now. Eva stated around 50.

Next meeting: McDonald asked for a current list of all employees, what position they hold, job description, and for total number of employees.

Mitchell stated funding issues are very easy to read. Purcell asked if program changes with budget changes could be broke down and explained together so board had a better understanding of why adjustments need to be made. Eva explained we're shifting of responsibility from one program to another.

Mitchell asked for a budget was broken down by program funding with an explanation why they needed changes it would be easier to read. Foerster also asked for program explanation.

Solis stated that before he would vote on the budget he would like to see it broken down with explanation, because he felt the Board of Commissioners would have the same concern.

Anderson asked for resolution. Mitchell stated he cannot vote without the explanation. All agreed.

Budget to be reviewed at next Board of Health meeting in April.

Tsoumas asked for clarification of the Board's role in approving the budget and the adjustments. Tsoumas stated that there will always be significant changes to the budget and that actual operating results will vary from the original budget. Is the Board expected to reaffirm/readjust the budget quarterly when the Board is aware that something is different. Why not implement actual budget reporting? Why do we need to approve a new budget several times per year and what is deemed appropriate for BOC approval. Purcell explained than any changes under \$20,000 he can administratively approve but anything over \$20,000 needs to be presented to the BOC.

HEALTH OFFICER UPDATE

Bowersox reported that April 2-6 is Public Health Week she asked Kim Morris to discuss. Morris presented a flyer regarding Drawing Contest for Children and Youth Under age 18 to celebrate Public Health Week – “Take the First Step”

Mitchell stated that the hospital has a health art in hallway might see about displaying them their also.

Bowersox stated that the Nursing Clinic Board has hired an Interim Executive Director and she has been on board for almost two weeks. Beginning April 2, 2007 the Nursing Clinic will be transferred. Since January 2007, Nursing Clinic staff has worked on transferring clients to either Family Health Center or local physicians. Staff has been notified. Two staff members will be offered positions to stay on at the Nursing Clinic. Family Health Center has added another full time social worker and physician.

Anderson asked about the temporary lease.

CCPHD will pay for operational cost (approximately \$12,200) until September 30, 2007 to assist. After that, the lease agreement will be a one dollar a month. McDonald feels that they want to own the building. Mitchell stated that three different options under consideration.

McDonald asked about the phone. Bowersox states the phones go with the building.

McDonald wanted to know who owns the building.

Mullett stated that the clinic is still waiting for the 501(C)3 status.

Discussion was held regarding leasing verses county giving or selling the building to Nursing Clinic.

Purcell stated the building can be given to Nursing Clinic when the plans are set. They can lease until that time. Lease will be \$1 per year with a 10 year lease. With them having full financial obligations after October 1, 2007. C. Christ has copy of the lease. Lease to take affect October 1, 2007. CCPHD will maintain the building until that time. Mullett questioned why CCPHD is maintaining liability for a separate corporation.

Purcell stated that is a commitment the county made to cover expenses Mullett asked does the Nursing Clinic Board understand that their employees are not covered by our liability insurance. Purcell explained we only maintain the building that is in the written agreement.

Larry adjourned meeting at 10:10

Conflict of Policy will be discussed at the April meeting.

Finance task force - Purcell explained Solis recommended a task force. Solis thinks we should have no more than three county commissioners. Purcell agrees there should not be

enough to have a quorum. The task force is to get everyone on the same page with fee increases and other issues. Anderson and Solis agree with three BOH members and three BOC members. This will go on agenda for next BOH meeting. Anderson and Solis will work on this.

Meeting location to continue at the Toeller building.

McDonald asked by the end of the school year he would like a report on school nursing including financial and number of students served.