

MINUTES

Cass Co. Board of Health Minutes

January 18th, 2011

The meeting was called to order by Gary Davis at 7:00pm

In attendance

Patricia Benedict, FNP
Zina Birnell
Christopher Ciotta, DVM
Donna Corn
Gary Davis
Dustie Reed, MD
Cherie Bennett, MD
Jeff Stanton
Stephanie Frank
Robert McLaughlin
Cory Wolford
Jason Geisler
Jan McKaig
Robert Worth

Officer Appointments

Donna Corn made a motion for Gary Davis to remain Chairperson; Dr. Reid seconded; Cass Co. Board of Health (CCBOH) unanimous decision.

Gary Davis made a motion for Donna Corn to remain as Vice Chair; Dr. Ciotta seconded; CCBOH unanimous decision.

Dr. Bennett swore in Gary Davis and Donna Corn to Chairperson and Vice Chair person respectively.

Approval of Minutes

The minutes were read from the January meeting. Chris Ciotta, DVM motioned to approve, Dr. Reed seconded, CCBOH unanimous decision.

Appeals Hearing

Appeal of Cass Co. Health Dept. (CCHD) decision to Order Closed Meeting Place Café, LLC

Robert Worth, Sole Owner; Meeting Place Café, LLC; Royal Center, IN

Appeals process initiated by Cory Wolford presenting the evidence for the decision to Order Meeting Place Café, LLC closed. Cory's presentation lasted for 15 minutes and discussed the issues that were present within the establishment and provided photographs to support these findings. Mr. Worth was provided until December 31, 2010 to rectify all violations or face enforcement action. Mr. Worth filed a

timely appeal through e-mail to CCHD.

Mr. Worth presented his appeal to the Board with regards to the violations. Mr. Worth states that he had voluntarily closed for 48 Hrs after a previous inspection to avoid enforcement action. Mr. Worth states that he had remained in contact with the CCHD through the ownership of his establishment. Mr. Worth states that once a violation is corrected, another is cited. Mr. Worth requested a complete list of violations for his operation. Mr. Worth provided estimates for linoleum for the dining room, addressed that no violations were noted from dining room.

Mr. Worth states that CCHD was instructed to not inspect establishment prior to completion of project (Jan. 17, 2011). Mr. Worth claims that he cannot make repairs without being open. He claims to have an apartment above the restaurant, but would not allow CCHD to verify his claim. Mr. Worth claims in his opinion CCHD has no right to observe apartment. Mr. Worth has no bills to show as he hasn't received any for the month of January.

Mr. Worth has no food handler's certificate, but claims to have a part time waitress whom completed training through Pioneer High School. Mr. Worth states that his medical conditions are the reason for his sleeping quarters in the storage area. Additionally, Mr. Worth states that 23 steps separate the apartment from ground level. Mr. Worth states that not all personal items can be moved at once. Mr. Worth admits to the Board that these personal items should have been moved. Mr. Worth provides photographs of apartment and dining area. Again, Mr. Worth states it is over CCHD authority to inspect apartment. Mr. Worth speaks of pet cat in back room. Cat was placed in a back office of the establishment.

Mr. Worth requests the Board to allow him to reopen and address the violations. Mr. Worth discusses utilizing the men's restroom as a utility area. Claims that State code does not require utility sinks to be made of a certain material. Noted: Mr. Worth's sinks were porcelain hand washing sinks.

Mr. Worth shows utensils from establishment that is in Cory's photos and claims to have not cleaned them. Mr. Worth admits to missing Certified Food Handler's course.

Dr. Ciotta asks when establishment was opened. Cory responds September. Mr. Worth explains how his opening was for a fund raiser for local church. CCHD worked with opening date and addressing violations prior to opening.

Donna Corn questions as to when CCHD was instructed to not come back. Mr. Worth states 11th of January. Mr. Worth changes subject back to the utensils, coving, Cintas for laundry service, and service sink.

Dr. Ciotta questions as to gallons of waste water produced by mopping. Zina agrees with the large quantity of waste water produced and that the sink is not deep enough to support that capacity. Mr. Worth agrees to request landlord to replace sink.

Zina questions flooring and notes that it is cited on each inspection report. Mr. Worth claims to repaint it numerous times and it took 2 weeks for a company to respond about the repairs. Mr. Worth also provides mats to cover certain spots. Robert McLaughlin states that Mr. Worth was instructed to fix the flooring in such a manner that painting was not required.

Zina questioned why obtaining a certified food handler has taken so long. Mr. Worth states that he could not reach Ivy Tech for arrangements.

Dr. Ciotta questions as to when he moved out of previous residence and why the cat remained in the establishment.

Board members collect thoughts and write down findings. Final notice will be provided in writing. Board collaborated and a vote was made.

Appeal denied.

Hearing started at 8:09 pm and concluded at 9:00 pm.

Review of Health Dept. Reports

- **Nursing**

Dr. Bennett thanked Stormy for all of her hard work and stated that CCHD will be seeking to fill the position.

Dr. Bennett stated that the nurses have achieved above a 95% immunization rate over the past 11 years and that all of the school children have been immunized.

- **Health Educator**

Jan stated she had nothing to add.

- **Wastewater**

Rob stated there is a new septic rule going into effect this year. He stated that he had attended trainings on the new rule and there will only be minor changes.

Donna Corn asked how we were going to educate installers about the changes. Rob replied he would work with installers one on one to highlight the changes.

Meeting Dates

CCBOH discussed the dates for Meeting in 2011. The meeting dates were set as follows:

March 8th, 2011

May 17th, 2011 (budget)

August 16th, 2011

November 15th, 2011

Next Meeting

March 8th, 2011

Motion to adjourn was made by Donna and seconded by Dr. Reed. CCBOH passed unanimously.

BOARD OF HEALTH REPORT: January and February 2011

NURSING DIVISION

NURSES: **Suzanne Bennett, RN, BSN, Suzannah Leicht, RN, BSN, and Nancy Trinoskey, RN, BSN (PRN)**

Approximate Number of Patients Seen for Nursing Services this Report: 853

IMMUNIZATION PROGRAM

The nursing division was busy the past two months finishing school requirements for those in 6-12 grades and starting school based clinics for 5th graders in need of the 6th grade entry requirements for the 2011-2012 school year. Special clinics were held on January 7th in our office, and then on February 4th and February 24th at the schools. The clinic scheduled for Landis and Columbia Elementary was scheduled for February 25th, but due to school being cancelled, the new date will be March 11th. Only Pioneer Elementary declined. The totals are as follows:

<u>Date</u>	<u># of Patients</u>	<u>#of Immunizations</u>
January 7 th	30	69
February 4 th (All Saints and Franklin)	35	90
February 24 th (Galveston and Fairview)	109	305

Also in the past two months two adult flu walk in clinics and two children's flu clinics were held along with one adult Tdap walk-in clinic.

In February our district representative from the Indiana State Department of Health Immunization Program visited our office to generate our yearly immunization rate for infants. Each year the CO-CASA (Comprehensive Clinic Assessment Software Application) which was developed by the CDC is run to evaluate this rate. **Our completion rate for the 258 babies born in 2008 and complete with all immunizations before their second birthday was 99%.** The nursing division has been awarded plaques for the last 12 years for immunization rates over 95%.

Routine immunization clinics are held on every Tuesday and Wednesdays for infants up to adults in need of immunizations. Appointments are scheduled every ten minutes with several double bookings throughout the day. Approximately 100 appointments are scheduled each week. We are currently booked eight weeks in advance.

Immunization Totals

<u>MONTH</u>	<u># OF PATIENTS</u>	<u># OF VACCINES</u>
January	328	727
February	386	946

CHILD LEAD SCREENING PROGRAM

<u>MONTH</u>	<u>PATIENTS SCREENED</u>	<u>PATIENTS TESTING HIGH</u>	<u>LEVEL</u>
January	4	0	
February	9	0	

Following guidelines set by ISDH, children testing between 5- 9 mcg /dL are required to be tested again within one year. Children testing between 10-19mcg/dL are required to be retested within two months with a venous or capillary draw. Children testing between 20-44mcg/dL are to be confirmed within one week with a venous or capillary draw.

If a child tests over 4mcg/dL there is additional follow up that must be done including but not limited to the following: education about lead poisoning and proper nutrition, testing of siblings residing in the home, capillary or venous retesting of the case and comprehensive environmental and medical assessment. All children testing high are rescheduled according to guidelines set by ISDH. When results are received from the state, a copy is sent to the physician as well as to the parent.

We schedule every child for a lead screening at the age of one. We continue to do screenings the first Monday of every month and currently have appointments available in April.

TUBERCULOSIS PROGRAM

<u>MONTH</u>	<u>TESTS PLACED</u>	<u>TESTS READ</u>
January	5	5
February	9	9

We continue to do PPD testing the second Monday of every month on a walk-in basis.

We continue to provide free medication for those being treated for latent TB. Currently, we have 24 patients taking prophylactic medication through the health department for latent tuberculosis. All of these patients are seen monthly for a refill and medication check.

To help ensure compliance with medicine, each patient's file is reviewed monthly by the nurses. Letters are then sent to those who are in need of a refill. These letters are printed in both English and Spanish.

COMMUNICABLE DISEASE PROGRAM

Some communicable diseases are tallied while others must be followed up and investigated per Indiana State Department of Health (ISDH) laws. The receptionist has faxed a communicable disease tally sheet so reporting facilities can notify the health department each Friday of communicable diseases that need no state regulated follow up. If a rapid increase is found of a certain disease such as head lice or hand-foot-mouth, follow up with the reporting facility is warranted and education is made available.

Communicable Disease Program counts for the months of January and February are as follows.

January

Chickenpox	3
Conjunctivitis	5
Head Lice	20
Hepatitis C	2
Influenza A	16
Influenza B	5
Influenza (unknown type)	11
Mononucleosis	4

Shingles	2
Streptococcal Infection	133

February

Chickenpox	1
Chlamydia	2
Conjunctivitis	1
Head Lice	5
Hepatitis C	5
Histoplasmosis	1
Influenza (unknown type)	15
Mononucleosis	1
Shingles	5
Streptococcal Infection	126
Streptococcus Pneumoniae	1

If you have questions about any of the above cases, feel free to contact any of the nurses.

WASTEWATER SECTION **January 1st – March 4th, 2011**

The Wastewater section of the Health Department ensures that owners of residential and commercial properties follow proper procedures when seeking a permit to install an onsite sewage system. This is accomplished through the issuance of specifications based on soil and site characteristics, the plan review process, and multiple inspections to ensure proper installation.

WASTEWATER SECTION STATISTICS

Total for Year (this report)

Permits issued.....	2(2)
OSS, Residential Permit.....	2(2)
OSS, Commercial Permit.....	0(0)
New Construction	2(2)
OSS Repair / Replacement	0(0)
Existing system.....	0(0)
Pre-Permit Site inspections.....	13(13)
Permits denied, revoked, or suspended.....	0(0)
Permits expired.....	0(0)
Soil Reports Evaluated.....	7(7)
Records entered in Waste 06 Database	10(10)
Existing septic system record searches.....	8(8)

Subdivision approvals.....	0(0)
Final septic system inspections.....	1(1)
OSS installers Certified in Cass County.....	12

I attended the annual IOWPA (Indiana On-site Professionals Association) Conference in January and the ISDH Annual Wastewater Conference in February. I helped host an Installer meeting to discuss the changes made by the new Septic Rule in February and have been updating paperwork accordingly.

ENVIRONMENTAL SANITATION

January 1st 2011 – March 3rd 2011
Jason Geisler, B.A., R.E.H.S., CPO

COMPLAINT PROCEDURE

Complaints are submitted in writing and signed by the public, or initiated by the environmental health specialists as found in the field. Most complaints involve the initial consultation with the complainant, an inspection of the site to verify the presence of the complaint and then some sort of action taken (either Orders to Comply, referral to another agency, or possible abatement due to lack of merit of complaint). Many times, multiple re-inspections are conducted to determine proper compliance with an ordered action. When a complaint does not get abated in the allowed timeframe, the health department refers to legal counsel for litigation.

This Year / (This report)

Total Complaints Taken	16 (16)
Total Complaints Abated	26 (26)
Total Complaints pending.....	21
Cases Referred to Attorney	0(0)

COMPLAINT TYPE

NUMBER (This Year / (This report))

Odors	3 / (3)
Asbestos.....	0 / (0)
Birds.....	0 / (0)
Building Structure.....	2 / (2)
Clandestine Methamphetamine Labs.....	2 / (2)
Dead Animals.....	1 / (1)
Drinking Water.....	0 / (0)
Farm animals / livestock inside city limits.....	0 / (0)
Hazardous Materials.....	2 / (2)
Indoor Air Quality.....	1 / (1)
Insects.....	2 / (2)
Lead.....	0 / (0)
Land Application.....	0 / (0)
Mold.....	0 / (0)
Open Burning.....	2 / (2)
Open Dumping Sites.....	4 / (4)
Pesticides.....	0 / (0)
Plumbing.....	3 / (3)
Rodents.....	1 / (1)
Septic/Sewage.....	6 / (6)
Tires.....	0 / (0)
Title Search / Env. Impact Statement.....	1 / (1)

Trash/Garbage.....2/ (2)
 Unsanitary Living.....1/ (1)
 Weeds.....0 / (0)
 Water Pollution.....1 / (1)

TATOO AND BODY PIERCING

The Environmental department performs inspections of all permitted tattoo and body piercing establishments.

Active Establishments.....3
 Active Artists.....4

NUMBER (This Year / (This report))

Inspections.....2 / (2)

Tattoo operations Out of Business:

None

Tattoo operations ordered to cease operating without a permit:

None

New tattoo operations:

D C Tattoos

Simple Solutions

SWIMMING AND WADING POOLS, SPAS AND WHIRLPOOLS

The Environmental department is currently developing a pool and spa ordinance to be proposed on a future date. Each pool and spa will be required to have a separate permit.

Currently, only one facility is for profit while seven are not-for profit.

Facilities are responsible for submitting one water sample per week which must meet minimum ISDH bacteriological requirements; no two consecutive samples or three samples collected in a six week period shall fail or they will be subject to automatic closure. The facility would re-open once a satisfactory water sample is received and it is determined safe to swim in the pool or hot tub.

NUMBER (This Year / (This report))

Public Pools Annual 5

Public Pools Seasonal..... 3

Public Spas..... 1

Pool & Spa inspections performed..... 8 / (8)

ENVIRONMENTAL LEAD RISK ASSESSMENT

The Environmental Health section currently performs lead risk assessments on properties that house a child found with an elevated blood lead level. After the lead risk assessment is performed by a licensed lead risk assessor, the samples are submitted to the ISDH indoor air laboratory for analysis. If any areas of the home are found with a lead dust level higher than the EPA Hazard level, repairs are ordered to be made. It is the goal of this department that no home will poison a second child.

NUMBER (This Year/ (This report))

Lead risk assessments performed.....0 (0)

Lead clearance inspections performed..... 1 (1)

Lead soil, dust wipe/paint chip samples taken..... 21 (21)

2011 FOOD PROTECTION REPORT

January 1st - March 4, 2011

Rob McLaughlin, EHS

Jason Geisler, EHS

Cory Wolford, EHS

TOTAL ACTIVE FOOD ESTABLISHMENTS

TOTAL ACTIVE ESTABLISHMENTS.....	188
TOTAL ESTABLISHMENTS OUT OF BUSINESS THIS YEAR.....	0
TOTAL CHANGE OF OWNERSHIP THIS YEAR.....	1
TOTAL NEW ESTABLISHMENTS THIS YEAR.....	3
PROPOSED ESTABLISHMENTS CURRENTLY.....	1

TOTAL PERMITS ISSUED THIS YEAR

TOTAL RETAIL FOOD ESTABLISHMENT PERMITS.....	188
TOTAL TEMPORARY PERMITS.....	0
TOTAL PROBATIONARY PERMITS.....	0
OTHER	0
TOTAL.....	188

TOTAL INSPECTIONS COMPLETED THIS YEAR

ROUTINE.....	39
FOLLOW-UP.....	2
COMPLAINT.....	0
PRE-OPERATIONAL.....	3
TEMPORARY.....	0
OTHER.....	1
TOTAL.....	45

SUPPLEMENTAL INFORMATION

PLAN REVIEW FOR NEW AND REMODELED ESTABLISHMENTS.....	4
SUSPENDED PERMITS.....	0
ORDERED TO CEASE OPERATIONS.....	2
ESTABLISHMENTS ISSUED LATE FEE.....	4
FINES COLLECTED FOR VIOLATIONS of 410IAC 7-24.....	\$0
FINES OUTSTANDING FOR COLLECTION.....	\$0

Vital Records Report

January and February 2011

Tomeka Yike

Request for 2011:

Birth Certificates	231
Death Certificates	74
Genealogy Request	17
Amendments Completed	0
Paternities Completed	7

Births added to file for 2011:

January	44
February	46

Deaths added to file for 2011:

January	31
February	14

Fetal Deaths added to file for 2011:

January	0
February	0

HEALTH EDUCATOR'S REPORT

January 2011

All of the school visits I had scheduled for this month ended up being postponed due to weather and re-scheduled in February. However, in preparation for the poison information I will be doing hopefully soon, I worked on a display of common indoor and outdoor poisonous plants and another display on "look alike poisons". I hope to begin doing information classes at the area senior centers soon and at schools in April and May (the "Poison Safety for Elementary Students" seminar I planned to attend was postponed because of weather from January to the end of March).

February 2011

I spent a day at Lincoln Middle School doing tobacco lessons with the 6th, 7th and 8th grade Health classes. The students had been given the opportunity to do a poster about not using tobacco. I judged the posters and selected 2 winners from each class. Each winner was given a "prize package" consisting of a water bottle, pencil, gym bag, ruler, etc. with anti-tobacco messages.

Pioneer 4th graders were presented a lesson on proper hand washing.

I assisted the nurses when they went to All Saints and Franklin Elementary schools to give shots to the 5th graders.

Jan McKaig
Health Educator