

## **Cass County Board of Health Minutes**

January 14<sup>th</sup> 2015 7 p.m.

### **In attendance**

Gary Davis

Dori Ditty, MD

Zina Birnell

John Zimmerer, MD

Christopher Ciotta, DVM

Cary Kaufman

Donna Corn

Jeff Stanton

David Martin, MD

Bob Vernon

Susie Bennett, RN

Suzy Leicht, RN

Juana Aho

Alesia Brown

The meeting was called to order by Gary Davis at 7:05 p.m.

### **Election of Board President:**

Donna Corn nominated Gary Davis as the Cass County Board of Health President, 2<sup>nd</sup> by Dr. Ciotta. Passed unanimously

### **Election of Board Vice President:**

Dr. Ciotta nominated Dr. Zimmerer as the Cass County Board of Health Vice President, 2<sup>nd</sup> by Donna Corn. Passed unanimously

### **Approval of November 12<sup>th</sup> 2014 Minutes**

Donna Corn Made motion to accept the minutes as is, 2<sup>nd</sup> by Dr. Ciotta. Passed unanimously.

### **Introduction of New Board Member**

Cary Kaufman introduced himself and gave a brief history of his jobs and interests.

### **Minor Remodeling in Nurses Rooms**

Bob Vernon discussed that he received a quote to remodel the nurses room. He advised that the quote had to be submitted to the Indiana State Department of Health grant department for review. He advised that it was reviewed and approved by the grant department. He advised he had to go in front of the Cass County Council and due to some oversight he was unable to get into the Cass County Council meeting but would re do the process in 2015.

Dr. Martin and Bob Vernon explained that the money comes from the grant carryover money.

### **Review of reports:**

#### **Nursing Report**

Suzie Bennett talked about how flu shots, for adults, were received later than usual due to the manufacturers. Since this happened the nurses will offer adult flu shots for the remainder of flu season and that any that is left over will be sent back to the manufacturer and the department will be credited or these vaccines. They are contacting all school with 56<sup>th</sup> graders. They will be going to these schools to administer shots required for students going into 6<sup>th</sup> grade for the following school year. Pioneer has been somewhat resistant but is now talking with the health department nurses to have them go into Pioneer schools for vaccinations.

Suzie and Dr. Martin also discussed how the Logansport High School would not allow these senior class members, who did not get the meningitis vaccine, to stay at school and would not let them return unless they were vaccinated. Suzie Bennett discussed that they had and will continue to contact the schools to assist the schools to let the parents know of this vaccine requirement to attend school.

#### **Environmental Report**

Mike was not able to attend the meeting.

#### **Vital Records**

Juana spoke with the board about foreign birth certificates. Juana discussed how the courts in Cass County require English or translated certified birth certificates. Juan discussed that some people come from other counties to get a foreign birth certificate translated into a certified birth certificate. Juana has been charging the normal \$10.00 fee for each certified birth certificate.

Donna Corn brought up concerns whether or not Juana needed to be a certified translator. Juana will check into this and should have answer by the next board meeting.

#### **Health Educator Report**

Alesia Brown discussed how it had slowed down due the holidays and now the schools preparing for ISTEP. Schools are implementing e-learning days which will put a crunch on teachers still to meet the state curriculum requirements and this will make it even harder for Alesia to get into schools. Alesia told the board that she has been helping with food permits that still come in. She enters the information and issues the permits with Mike's guidance.

Alesia had been in contact Four County Counseling Center. Four County had told her they would send her people who want to smoke and at this time they had not sent anyone. Alesia is in contact with the hospital. They are offering a smoking cessation class and she will set up where she may be able to assist them or do classes herself with their referrals.

Gary Davis dismissed Suzy Bennett, Suzie Leicht, Juana and Alesia.

### **Health Officer Report/ Administrator Report**

Dr. Martin presented the annual finance report. Zina Birnell expressed her concerns of errors and not flowing. Dr. Martin told the board that he will get the numbers from the auditor's office so the report would flow for the next meeting.

Dr. Martin discussed the position left open by Eric Eldridge. Dr. Martin offered some options from Bob Vernon and himself.

Starting salary would start out at \$28,000.00 and each new certificate the new employee would eligible for raises in \$500.00 increments or after a certain amount of time an employee could get a raise after obtaining certain certificates. Donna Corn expressed her concerns that the raises may cause a riff amongst the other employees. Bob Vernon mentioned that several candidates with a college degree were not interested in a \$32,000.00 salary directly after graduating.

Dr. Ciotta made a motion to have Dr. Martin change the job description, educational requirements and pay scale increments. The motion was 2<sup>nd</sup> by Dr. Zimmerer. Passed unanimously.

Dr. Martin mentioned the use of e-cigarettes. Dr. Martins mentioned that the e-cigarettes have not been proven yet whether or not they are harmful. Dr. Martin asked the board for their direction. Dr. Ciotta was concerned that we do not promote that it's safe for children under the age of 18 but as an adult it maybe a safer alternative. Zina Birnell checked online and you must be at least 18 years of age to purchase e-cigarettes.

Dr. Martin told the board that he is working with Bob Vernon and Jeff Stanton on strengthening the county ordinances on fines and ability to shut down a food establishment for longer than 24 hours and repeated offenses.

Meeting was called adjourned by Gary Davis