

# Rush County Health Board Meeting Minutes (March)

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| DATE:   | May 17, 2022  | RECORDER: Sherry McKinney<br>CALLED TO ORDER:7:04PM<br>TIME ADJOURNED:7:45PM   |
| LOCATION:   | In person   |  |
| MEMBERS PRESENT:                                      | Dr. Jonathan LeSar-Chairperson, , Debra Burkhardt, Geoff Wesling, Beth West, RN-Vice-Chairperson                                  |  |
| OTHERS PRESENT:                                       | Julia Apple-Administrator/EHS, Chuck Kemker, EMS/Preparedness, Dixie Meyer, RN, Alicia Hill, RN, Sherry McKinney, Brent Dougherty |  |
| MEMBERS ABSENT:                                       | Hannah Augsburger, Jackie Gettinger, Emily Ellis, Dr. Russell Daugherty, Health Officer   |  |
| AGENDA ITEMS  | DISCUSSION/ COMMENTS/RECOMMENDATIONS  | ACTION/FOLLOW-UP   |
| 1. Review of Minutes                                  | March Minutes   | Could not be approved didn't have a quorum   |
| 2. Departmental Reports                               | March/April Departmental Reports  | Could not be approved, didn't have quorum  |
| 3. Old Business                                       |   |  |
| B LCC Grant/Sub Awardee Grant                         | LCC/Sub awardee grant money was approved  | Julia met with Matt Vance and Nancy Schroder and discussed what could be done with the 110K grant monies. They talked about doing a health fair along with the Vape Truck where they could incorporate it together to where teachers and students could walk through the truck and learn about vaping and different places the students hide them. |
| 4. In Progress  |   |  |
| A. Dog Bite Ordinance                                 | Was approved at the January 18, 2022 Commissioners meeting.   | The ordinance passed, but they made some changes compared with the city ordinance.   |
| B. PHAB   | Dixie submitted it on the 24 <sup>th</sup> of February  | Waiting for PHAB to review Documents that was submitted and after they review, they will return documents for corrections and then we will have a virtual site visit.  |
| 1. Workforce Development Plan                         | Board members were given a copy of our Workforce Development Plan for review.   | The board approved the Workforce Development Plan as presented. Emily moved to accept the plans. Beth seconded. Motion carried   |
| 2. Quality Assessment & Performance Improvement Plan. | Board members were given a copy of the Quality Assessment & Performance Improvement Plan  | The board approved the Quality Assessment & Performance Improvement Plan as presented to them. Emily moved to accept the plans. Beth seconded. Motion carried.   |
| C. New Board Member                                   | Brent Dougherty had applied for the Health Board  | Brent attended the meeting and told the board a little about himself. Emily moved to accept Mr. Dougherty as a new Health Board Member. Beth seconded. Motion carried.   |
| D. Monthly Topics.                                    | Every month we have different topics we have for discussion. Jan is review board duties and Feb. is review policies               | Julia told the board that if the board could come up with short and long term goals for the Health Department. She told them to think about it and bring it to the next meeting and we would discuss it.   |

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| E. Sub Awardee Grant                          | Sub Awarded/School Ag Grant was approved   | It was approved for 110K. It was discussed in the Old Business section  |
| 5. New Business                               |  |   |
| A. Open Door Law                              | Geoff discussed the open door law with the board members and staff.  | Geoff stated that now that COVID has calmed down that we should start meeting in person, so if anyone wants to attend they will be able to. So starting in May the meetings will be open to the public.   |
| B. House Bill                                 | IDOH is redoing the Septic rule as well as the Food  | The State is talking about approving septic's and then expect the Environmentalist to go out and inspect it   |
| C. Food Truck                                 | Heart of Rushville   | There will be several food trucks owned by the same person and they were wanting to get a discount on the food permit. The board discussed it and said that they would have to pay the same as anyone else. The board voted to maintain the Temp fee to stay at \$35.00, Beth seconded.                   |
| D. Part-time employee                         | The office is wanting to hire a part-time employee.  | Julia told them we have the money in the budget to hire someone. The purpose it to have someone to learn the Vital Records and the Front Office. Emily moved to have funds transferred from Home Health Aide to Part time vital records/front office. Beth seconded.                                      |
| F. Suspicious mail complaint                  | State Department of Health reached out and told us of a suspicious letter being sent to local Health Departments | The letter looked as though it came from ISDH, but actually someone had sent it to discredit a local business Julia contacted the person and turned everything over to them to give to their attorney.  |
| 6. Preparedness Update                        |  |   |
| A. After Action Report                        | Chuck spoke about the report   | Chuck told the board that this report had 13 different core capabilities. He said he needed input from everyone, and that it needs to be completed by the first of June   |
| B. Grant                                      | Applied for a grant  | They think it is going to be for \$25,000.00  |
| C. Radios                                     | Weather radios   | Chuck told the board that he had 100 weather radios that he was going to give away next month   |
| D. Meetings and Training and Exercise Program | Deliverables and Drills  | Chuck stated that by meeting with Community partners he could count this meeting as a part of the deliverables he has to have. Then we have to have a local training and exercise program and have a communication drill with the Community partners. He will let everyone know when these are scheduled. |
| 8. Adjournment                                | With no further business the meeting was adjourned.  | Emily moved to adjourn. Dr. LeSar seconded. Motion carried. Meeting adjourned at 7:45 PM  |

# Rush County Health Board Meeting Minutes (March)

|                            |   |  |
|----------------------------|---|--|
| DATE:                      | June 2, 2022  | RECORDER: Sherry McKinney  |
| LOCATION:                  | In person   | CALLED TO ORDER:6:22PM<br>TIME ADJOURNED:6:40PM  |
| MEMBERS PRESENT:           | Dr. Jonathan LeSar-Chairperson, , Debra Burkhardt, Emily Ellis, PharmD, Beth West, RN-Vice-Chairperson, Dr. Russell Daugherty |  |
| OTHERS PRESENT:            | Chuck Kemker, EMS/Preparedness, Sherry McKinney   |  |
| MEMBERS ABSENT:            | Hannah Augsburger, Jackie Gettinger, Geoff Wesling-Attorney, Julia, Dixie, and Alicia   |  |
| AGENDA ITEMS               | DISCUSSION/ COMMENTS/RECOMMENDATIONS  | ACTION/FOLLOW-UP   |
|                            | Purpose of the meeting  | We did not have enough show up in June to make a Quorem, so we had one tonight so the March/April Minutes and Departmental Reports could be approved. We also needed to vote on new board members.   |
| 1. Review of Minutes       | March/April Minutes   | Emily moved to accept the March/April minutes as presented. Beth seconded. Motion carried.   |
| 2. Departmental Reports    | March/April Departmental Reports  | Emily moved to accept the March/April Departmental Reports as presented. Beth Seconded. Reports approved as presented. Motion carried.   |
| 3. Old Business            |   |  |
| 4. In Progress             |   |  |
| 5. New Business            |   |  |
| A. New Health Board Member | Need a new board member   | We had two people apply. They were Bruce Levi and Mike Justice. The board approved the two new members with the understanding that either Hannah or Jackie volunteer to become an unpaid alternate, and this is to be discussed at the July meeting. |
| 6. Preparedness Update     |   |  |
| 8. Adjournment             | With no further business the meeting was adjourned.   | Meeting adjourned at 6:40 PM   |

**Next meeting July 19, 2022 at 7:00PM**