

**Proceedings of the Regular Meeting
Clark County Board of Health
March 9, 2009**

The Board of Health met in Regular Session at 6:30 p.m. in the Health Department building at Martinsville. President Macke called the meeting to order and requested the secretary to call the roll. Present was Dr. Darlene Hildebrand, Dr. Amy James, Lisa Lowery, Dr. Stephen Macke, and Barbara Kannmacher. Sean Medsker, Ted Perillo and Greg Hosch were absent. The secretary declared a quorum present. Also attending were Cathy Hayden, CCHD Administrator and Wendy Rodriquez, intern.

Motion by James and seconded by Kannmacher to “approve the minutes of January 12, 2009 regular meeting minutes and January 12, 2009 executive session minutes as presented.” The President called the question and on a voice vote all the members answered “aye.” The motion was declared passed.

Reviewed the Administrator’s report and Hayden introduced Wendy Rodriquez, EIU student, who is completing an internship at the health department. Rodriquez stated that she is working with a local coalition to hold a “fit walk” which is planned to occur on September 26th at Millcreek Park. There will be a one mile and three mile trail and the event is intended to encourage families to exercise together, promote the park and encourage health and fitness. Rodriquez has also been targeting childhood obesity through the issuance of news releases which contain ideas for healthy snacks to give kids and is working to provide a cooking class (targeting healthy foods/ ways of cooking) for families. Rodriquez has also established a Fit Walk face book page which has 65 members. This webpage has discussion topics which include suggested activities during the winter months, instructions on proper walking techniques, training programs etc... Rodriquez stated that there are hopes to repeat this event on an annual basis. Rodriquez had also arranged to set up a table at the IGA in Casey with health department information in coordination with the grocery store’s Healthy Challenge campaign. Hayden provided the Board with an updated organizational chart, provided members with copy of a letter of apology received from the Crisis Pregnancy Center and advised that the mileage reimbursement rate has been lowered.

February and March claims were reviewed by the Board. Hayden answered questions regarding the claims and after some discussion a motion from Kannmacher was made to approve the March claims. James seconded the motion. The President put the question and on a voice vote all the members answered “aye.” The motion was declared passed and the March claims signed.

The Financial Statements were reviewed by the Board.

President Macke moved the discussion to New Business and the Hazard Communication Plan. Hayden stated that OSHA requires employers to develop a written plan to communicate with employees about the hazards of particular chemicals used in the workplace. The most significant part of this requirement is the reading of the Material Safety Data Sheets (MSDS). Hayden advised that Rodriquez worked on this with Pam Sims, Business Manager. Rodriquez identified all hazardous chemicals that were present at the health department and obtained MSDS plans that were located on the manufacturer’s website. The plan also includes purchasing of chemicals, container labeling and reading and understanding the MSDS. All employees will receive training by the Illinois Department of Labor on the Fire and Emergency, Blood

borne Pathogen and Hazard Communication Plans. Other Local Health Departments have been invited to attend this training.

Hayden provided the Board with a final version of the 2008 Annual Report which included note worthy events such as the smoking law, relief efforts associated with the flood, and payoff of the mortgage on this building.

Hayden then provided an update on the Strategic National Stockpile Plan and advised that it is a flexible plan which can be used to dispense vaccine/medication on a small or very large scale (entire Clark County population). The plan has designated drop sites, job titles with related roles, responsibilities and recommended training and the plan allows for first responders, long term care facilities and the home bound to receive medication first. Hayden stated that the Local Emergency Planning Committee (LEPC) and first responders from the fire departments, law enforcement agencies and EMTs have met twice and will be meeting again on Friday to run through scenarios. All partners have been provided with a draft of the amended plan and will be provided with a resource manual. Hayden noted that the health department should be in good shape prior to the full scale drill (designed to test the SNS plan) scheduled in June.

A motion to adjourn the Regular meeting was made by Kannmacher and seconded by James. The President put the question and on a voice vote all the members answered "aye." The motion was declared and passed. The Regular Meeting was adjourned at 6:55p.m.

Submitted by Dr. Darlene Hildebrand, Secretary