

**Proceedings of the Regular Meeting
Clark County Board of Health
May 11, 2009**

The Board of Health met in Regular Session at 6:40 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 Barbara Kannmacher, Dr. Darlene Hildebrand, Dr. Amy James, Ted Perillo, and Dr. Steven Macke. Sean Medsker, Lisa Lowery and Greg Hosch were absent. The secretary declared a quorum present. Also attending was Cathy Hayden, CCHD Administrator.

Motion by James and seconded by Kannmacher to approve the minutes of March 9, 2009 regular meeting minutes. The President called the question and on a voice vote all the members answered "aye." The motion was declared passed.

April and May claims were reviewed by the Board. A motion from Perillo was made to approve the May 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 May claims signed.

The Financial Statements and monthly statistic report were reviewed by the Board. Hayden also provided a claims approval schedule for 2009/2010 which identified which Board of Health members would be contacted to sign the claim statement (on months with no scheduled Board of Health meeting).

President Macke moved the discussion to New Business and the driveway repair. Hayden stated that the health department contracted with a surveyor who conducted an assessment of the condition of the driveway and provided four options for improvement. The report indicated that the substrate is poor particularly when it becomes moist. Ownership of the ditches will be determined and staff will work with the Highway Department to obtain bids for options 1, 2 and 3. Bids should be submitted at the July Board of Health meeting.

Hayden advised that the FY2010 budget is being reviewed at this meeting because the County Board's budget and finance committee are expected to begin meeting in June to review departmental budgets. The proposed budget reflects no increases in revenue from the state and maintains a cash reserve of \$52,000 for driveway repair and maintenance. A motion from Kannmacher was made to accept the proposed budget. Perillo seconded the motion. The President put the question and on a voice call all the members answered "aye".

Policy #106, Appropriation of Assets, was amended to include a provision for the removal of data from computers before disposing of equipment. A motion from James was made to approve the amended policy. Kannmacher seconded the motion. The President put the question and on a voice call all the members answered "aye".

There was some discussion regarding Dr. Macke and Dr. Hildebrand's terms expiring on June 30, 2009. Both members expressed an interest in being replaced and suggestions were made for potential candidates.

The Board reviewed the amended computer use policy. A motion from James was made to approve the amended policy. Perillo seconded the motion. The President put the question and on a voice call all the members answered "aye".

Hayden provided the board with a written update on the H1N1 virus outbreak and added that the CDC has begun vaccine development proceedings for the H1N1 virus. The infection in the US has not been as severe as expected. The full scale drill (Plague on the Prairie) scheduled in June has been cancelled as the drill's goals and objectives have been fulfilled.

Hayden advised that the health department is being asked to serve as a backup Emergency Operations Center (EOC) but needs to improve radio reception in the basement conference room. An estimate of the cost to install a tower and antennae at the health department to improve reception was provided and Hayden stated that Emergency Preparedness Grant funds may be used to pay for this.

Hayden also advised that the County Jail addition is to be constructed soon and the Jail's existing generator may not be capable of handling the new addition. The unit is not "officially" available at this time and the transfer to the HD would require County Board action. Hayden provided the generator's specifications and advised that it would be advantageous to the county and make sense that the alternate EOC (health department) have a backup power supply. The health department would be responsible for costs associated with moving the generator from Marshall to Martinsville and the electrical connection to the building. Hayden was instructed to contact an electrical contractor to conduct a cost and feasibility assessment to warrant placement of the generator at the health department.

Hayden also stated that the county Emergency Management Administrator (EMA) currently has an office at the Clark County housing authority in Martinsville which he will need to vacate due to changes in HUD requirements. The EMA wants to remain in Martinsville and has requested part-time use of an office at the health department.

A motion to approve the installation of the radio tower, designation of the health department as a back-up EOC, and providing part-time office space to the Clark County EMA was made by Perillo and seconded by Kannmacher. The President put the question and on a voice vote all the members answered "aye." The motion was declared and passed.

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 7:50p.m.

Submitted by Dr. Darlene Hildebrand, Secretary