

**Proceedings of The Regular Meeting
Clark County Board of Health
July 25, 2005**

The CCBH met on Monday, July 25, 2005, at 6:30 p.m. in the Health Department building at Martinsville. Norman Yeley, President, called the meeting to order and requested the secretary call the roll. Attending were Greg Hosch, Dr. Steven Macke, Ted Perillo, Sandi Ramsay, and Norman Yeley. The secretary declared a quorum present. Cathy Hayden, CCBH Administrator was in attendance as well as Barbara Kannmacher, seated as a new member along with re-appointments of Dr. David Davis, Sandi Ramsay and Butch Yeley.

Election of officers to serve until June 30, 2006, was the next order of business. Perillo and Hosch nominated Yeley as President. Motion by Macke and second by Perillo to "close the nominations for President and elect Yeley by acclamation." On a voice vote all the members answered "aye." The motion was declared passed and Yeley duly elected.

Perillo and Deahl nominated Dr. Macke as Vice-President. Motion by Hosch and second by Deahl to "close the nominations for Vice-President and elect Dr. Macke by acclamation." On a voice vote all the members answered "aye." The motion was declared passed and Dr. Macke duly elected.

Dr. Deahl and Perillo nominated Sandi Ramsay as Secretary. Motion by Hosch and second by Macke to "close the nominations for Secretary and elect Sandi Ramsay by acclamation." On a voice vote all the members answered "aye." The motion was declared passed and Ramsay duly elected.

Yeley made appointments to serve on standing committees through June 30, 2006. Finance Committee members are Dr. David Davis, Barbara Kannmacher and Ted Perillo. Personnel Committee members are Dr. Sam Deahl, Greg Hosch and Sandi Ramsay, with the Service Committee being Dr. Steve Macke and Sandi Ramsay.

Minutes of the May 9 were read and Ramsay noted that she had incorrectly shown Sharon Niksch as present for the regular board meeting. Motion by Macke and second by Deahl to "approve the May 9 minutes as revised with a correction in attendance." The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

Heard the Administrator's reports for June and July. Hayden stated that an immunization conference she had attended was very insightful and she had learned a lot. Heard that the One-on-One smoking cessation program had been successful, there were not enough signed up to hold a clinic. The clients did an evaluation survey in the 7th or 8th week of the program and their feedback was positive and helpful.

Hayden reported that she has applied for a peer-counseling grant to benefit breast-feeding WIC clients. If we are successful in obtaining the grant, Hayden hopes to utilize Maggie Honnold (6 hours per week) to act as Supervisor and Sara Richardson to serve as a peer counselor, if our current staffing remains stable. If not the grant could allow us to hire someone. There was much discussion about hiring employee's and not being able to sustain their continued employment. Comments that we had been in the position of cutting positions in the past and did not find it pleasant. There was additional discussion about the possibility of contracting peer counselors to prevent lay-offs if the grant is not sustained. This was a lengthy and thorough discussion of the pros and cons of compensation when job duties change or increase due to adding additional services for our clients.

Ramsay reported on correspondence from Jim Niksch to express his thanks for the recognition he received at the last meeting and his appreciation for his time on the Board.

June and July claims were presented for consideration and payment. Hayden fielded questions about particular vendors and expenses. Motion by Perillo and second by Hosch to "approve the claims list for payment as presented." During the discussion that followed, Hayden was requested to pursue carrier delivery for the Charleston Times-Courier since the U.S. mail rate seemed much higher. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed and the claims lists signed.

Hayden reported she had met with the County Board's Budget Committee to present and review the Department's proposed budget for the fiscal year beginning December 1, 2005. Cathy was pleased with the many positive comments the committee members made. She stated that Board Chairman Weaver had relayed that he was impressed with the Health Department and our work.

The Board members asked Hayden for clerical help to assist the

Carl Honnold and the Emergency Services of the County. It is possible the Emergency Management Agency grant may help with reimbursement. The Board also asked if we could also provide office space. Hayden indicated that she told them the Health Department would do everything possible to assist the County Board and the Emergency Services operation. There had been prior concern voiced about the amount of space we would have for Mr. Honnold to store equipment, files, etc and Perillo reported that the County pays for storage for the Emergency Services equipment and files are stored in several County locations.

Hayden also reported that she is working with the County Board and County officials to insure that requests to plat subdivisions and housing developments are coordinated between all the offices that are stakeholders in the process and the Health Department will be kept in the loop.

Heard that the WIC grant is anticipated to increase and the TBS grant will be decreased. Hayden has had no word yet on Vision & Hearing or the Dental Sealant grants.

Hayden presented a revised schedule to increase fees for Lead Screen Testing, Septic Permits and the Subdivision Plat Review Fee. A new \$10.00 administrative fee was suggested for Testing Services, in addition to the cost of the test. Nail clipping services would be a \$10.00 fee.

Motion by Macke and second by Perillo to "approve the proposed fees as presented." Discussed at length the current fees and the proposed fees to be sure the Department's expenses justified the increases. Hayden was asked to consult other Department's and establish a CCHD cost structure (based on salaries, time and equipment needed to perform services) to make future decisions for fees. Perillo stated that the County must establish an actual cost schedule per the State. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed and Hayden told to implement the new fees.

Discussed the supply, ordering and anticipated costs for influenza immunization this fall and winter. Heard Perillo say that a vial may be approximately \$100.00, or \$10.00 per dose. We will only receive \$17.00 reimbursement from Medicare and this may not cover our costs. Hayden anticipated that we should have more cost information by the September meeting. Yeley said we would address our fees then.

Reported on the progress of the receptionist with advanced training in Kid Care, WIC and TPS. Hayden said she is now qualified and is handling TPS and Kid Care applications. Hayden is seeking permission to promote Richardson to WIC Clerk so she may assume the position of TPS/Kid Care Coordinator.

Motion by Perillo and second by Kannmacher that "Sara Richardson be promoted to WIC Clerk, with an increase of fifty cents (\$.50) per hour, as of August 1, 2005." During the discussion that followed, Hayden emphasized that two WIC Clerks are needed to provide daily and evening appointments on a continuing basis. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed and Hayden told to contact the County Clerk to implement the increase.

Heard Dr. Sam Deahl report that he and his wife have purchased a home in San Antonio, Texas, and will be moving as soon as they close on the sale of their Marshall home. He said he would be resigning from the Board and expressed his appreciation for working with the other directors and the Health Department employees to build a highly successful service to our County.

The meeting was adjourned at 7:45 p.m. after approval of a motion by Hosch and second by Macke.