

MINUTES AND MEMORANDA
ST. JOSEPH COUNTY BOARD OF HEALTH

March 21, 2018
Regular Meeting

Present at the Meeting:

Dale Deardorff, M.D.	President
Karen D. Davis, M.D.	Vice President
Michael Harding	Member
Heidi Beidinger-Burnett, PhD., MPH	Member
Mark Fox, M.D.	Member

Also Present at the Meeting:

Luis N. Galup, M.D.	Health Officer
J. David Keckley	Attorney for Health Department
Nick Molchan, REHS	Administrator
Mary Rooney	Executive Assistant
Christine Hinz, R.N.	Director of Nursing
Linda Mauller	Environmental Services Director
Amy Ruppe	Finance Manager
Carolyn Smith	Food Services Director
Robin Vida	Health Education Director

I. AGENDA AND MINUTES:

The County Health Board's First Order of Business was to introduce and welcome the newest board member, Dr. Mark Fox, an appointment by South Bend Mayor Peter Buttigieg, replacing former board member, Dr. Feranmi Okanlami.

On motion made by Michael Harding, seconded by Dr. Davis, and unanimously approved, the agenda for the March 21, 2018 Regular Meeting of the Board was adopted.

Upon motion made by Dr. Davis, seconded by Michael Harding, and unanimously approved, the minutes of the January 10, 2018 Regular Meeting of the Board were approved.

II. NEW BUSINESS

18-05 Discussion and Vote on December 2017 Health Officer's Report

Prior to approving the December, 2017 Health Officer's Report, Health Department Financial Manager, Amy Ruppe, provided board members with a financial update of the revenue and expenses for the Health Department.

Amy gave to board members as part of their materials for this meeting the "Current Year Financial Worksheet" together with a 3-year comparison and a 5-year comparison of the revenues and expenditures for the Health Department. Information with regard to the revenue included both tax revenue and fee revenue.

Amy also provided detailed information obtained from the deputy auditor reviewing the process as to how the tax rate for the Health Department's tax revenue is figured. It became apparent from the review of these materials that an increase in the Health Department's fee revenue corresponded with a decrease in the tax rate and revenue provided to the Health Department from that source. Instead of maintaining a stable or increased tax rate that would result in an increase in the funds available to the Health Department for increased wages or projects, it appears that the tax rate is often reduced leaving the Health Department with the same, or often a reduced budget from year-to-year.

Both Dr. Deardorff and board member Heidi Beidinger-Burnett commented that this information will be helpful during the budget talks with the County Commissioners and St. Joseph County Council members in an attempt to negotiate to maintain a stable tax rate in order to utilize increased fee revenue for raises and/or projects.

On motion made by Heidi Beidinger-Burnett, seconded by Dr. Davis, and unanimously adopted, the December, 2017 Health Officer's Report was approved.

18-06 Discussion and Vote on 2017 Annual Report

The St. Joseph County Health Department 2017 Annual Report was distributed and reviewed by board members.

Discussion among board members included the level of confidence shared by the various Health Department Directors with regard to the data obtained from the ISDH; the reduction in Health Officer hearings with regards to the Food Division; the ability to open and staff both the South Bend Immunization Clinic and the Mishawaka Immunization Clinic with regards to the shortage of nurses in the Nursing Division; the ability to case manage lead levels between 5 and 9, in addition to levels 10 and above; pre-natal care issues; suicide rates, especially in teens; and the Fetal Infant Mortality Review (FIMR) program.

Mr. Harding does continue to advocate for an Action Plan sponsored by the Health Department in an attempt to reduce the teenage pregnancy rates.

On motion made by Mr. Harding, seconded by Heidi Beidinger-Burnett, and unanimously adopted, the 2017 annual report was approved.

18-07 Discussion and Vote on January 2018 Health Officer's Report

Mr. Harding questioned Dr. Galup with regards to reference in his report regarding the information he obtained in preparing for the meeting with Land Developers and Builders. Mr. Harding recommended that Dr. Galup follow up with representatives of these organizations and continue to work on resolving the pending issues.

On motion made by Dr. Fox, seconded by Dr. Davis, and unanimously adopted, the January, 2018 Health Officer's Report was approved.

18-08. Status of BOH Reappointment and New Appointment.

Dr. Fox's appointment was again noted.

It was also noted that there has been no response from the County Commissioners with regards to Mr. Harding's re-appointment and the appointment to replace Dr. Kricheff. The Board directed Mary to prepare a reminder letter to be sent to the Commissioners.

18-09 Discussion of City of South Bend Community School Corporation and SJC Health Department Lead Testing Plan for 2018-19 School Year Students

It was noted that at the time of Mayor Buttigieg's announcement with regards to lead testing for 2018-2019 school year students, the Health Department had not been notified of the decision to implement this plan. It was recommended that Dr. Galup, Mr. Molchan and Robin Vida meet with city officials to review and discuss the implementation of this program to include the nature of the resources that will be needed from the Health Department. A Board work session regarding this project will be scheduled.

18-10 Discussion on Health Department Policy Issues

This topic will be further reviewed by the Personnel Committee and a report will be submitted to the Board at a later date.

III. OLD BUSINESS

17-07 SJCHD Lead Action Plan Updates

Materials distributed and reviewed by board members included January-October Raw screenings numbers together with November-December 2017 lead action plan updates. The Health Department continues to see an increase in the number of children being tested for lead positioning. Case management for elevated blood lead levels is remaining fairly stable.

IV. HEALTH OFFICER

- a. Home Builders Association/Realtors Association meeting updates.

Materials distributed to board members by Dr. Galup included an overview of the Residential Construction and Development Issues in St. Joseph County – sewage and septic systems, together with related documents.

It was decided that Dr. Deardorff and Mr. Harding would review the information being supplied by Dr. Galup and would meet with Dr. Galup to discuss submitting a further response to the Home Builders Association and Realtors Association regarding the Permitting process.

b. Food Divisions Programs Reporting Updates.

Dr. Galup reported that work continues with regards to updating the database for the Food Services Division. More information regarding this process will follow.

V. BOARD NOTIFICATIONS

Resignations: The Board acknowledged the resignation of Whitney Griffin as Environmental Health Specialist effective April 6, 2018.

VI. PUBLIC COMMENTS

There was no public comment at this meeting.

VII. TIME AND PLACE OF NEXT REGULAR MEETING:

The next Regular Meeting of the St. Joseph County Health Board is scheduled for Wednesday, April 11, 2018 at 5:00 p.m. at the St. Joseph County Health Department Board Room.

Respectfully submitted,

J. DAVID KECKLEY
Attorney for St. Joseph County Health
Board

ATTEST:

Dr. Luis N. Galup
St. Joseph County Health Officer