

BOARD OF HEALTH MEETING

APRIL 17, 2018

The Fulton County Board of Health met for its regular scheduled meeting on Tuesday, April 17, 2018 at 12:15 p.m. at the Fulton County Office Building in the small conference room. Board members in attendance were: Health Officer, Michael J. Brubaker, D.O.; Board President Harry Webb, P.D.; Robin Surface, D.V.M.; Linda Baldwin; Priscilla Crill; Dr. Kevin Reyburn, M.D.; Rhonda Barnett, R.N.; Shannon Shepherd, Administrator/Environmental Director; Carrie Ranstead, Registrar; Deb Gardner, Food Specialist. Absent was Dr. Julius S. Sitjar, M.D.; Jana Vance, Dawn Risten, Environmentalist and Patty Jones, Immunization Clerk.

Harry Webb called the meeting to order at 12:16 p.m.

Harry Webb asked the board members if they received and read the minutes from the January 16th 2018 meeting. Robin Surface made a motion to approve the minutes as presented. Linda Baldwin seconded the motion.

Motion carried 5-0.

Public participation: No members from the public present.

Staff reports:

Carrie Ranstead, Registrar gave the cash balances as of April 17th 2018;

Health Department general fund (1159) \$13,889.89; Local Health Maintenance (1168) \$ 232,942.79; IN Local Health Department Trust Account (1206) \$199,640.49; WIC Account (4014) \$11,438.42; Health/Pre Natal Account (4952) \$4,172.59; Public Health Coordinator (9105) \$6,195.91.

Rhonda Barnett, R.N. reported the immunization clinic has seen more children recently since Kindergarten round-up has been scheduled. Animal bites are down at this time. Lead screening will be offered now. She will contact the child's doctor if she finds the levels are elevated. Harry Webb asked Rhonda about the Hep. A shots for the high school seniors. Rhonda informed the board members that the vaccine is 2 shots over a 6 month period. Dr. Brubaker would like the Health Department to look into some public advertising about HPV. He feels like more parents need to be informed about HPV so the children can get vaccinated.

Deb Gardner, Food Specialist reported that the Flagpole has sold and will open the first weekend in May. Sallie's by the Shore ice cream stand is planning on opening for the season the first weekend in May. There is a new convenience store at the corner of 9th and Main Street opening soon. Grubb's Restaurant in Fulton has somebody interested in buying the restaurant.

Shannon Shepherd, Administrator/Environmental Director reported she has been updating the Emergency plans with the State department. Rhonda and Shannon attended a Leadership Symposium for Administrators. Shannon has been training with Dawn on the new septic systems that are available now. The amount of septic permits Dawn has been issuing are up. Reviewing the plans for these new systems takes more time than the other systems. The septic systems are ATL Sandline, Presby, Elgin and ADS Geoflow. The amount of complaints are up at this time.

Dr. Brubaker, Health Officer reported that all the job descriptions have been updated. The policies and procedures for each department are done. Dr. Brubaker has been meeting with each staff member to better understand what they do from day to day. Dr. Brubaker asked the board members to give him the authority to review and approve the policies and procedures. They may need updated at some time in the future.

Robin Surface made a motion to give Dr. Brubaker the authority to review and approve the policies and procedures.

Dr. Reyburn seconded the motion.

Motion carried 5-0.

Dr. Brubaker informed the board members that we will be joining the Indiana Association of Local Boards of Health. They will be sending emails to each board member with information pertaining to public health information and resources available.

Greg Heller, County Attorney was absent today.

Old business: Renovation of the office. At this time we have plans for the renovation. The Area Plan Commission office next to us will be making some changes in their office at the same time. They are waiting on their plans to be finalized.

New business: No new business to discuss at this time.

Next regular meeting is Tuesday, June 19th, 2018 at 12:15 p.m. We will be reviewing and approving the 2019 Budgets. There being no more business to come before the board, meeting was adjourned at 1:03 p.m.

Carrie Ranstead
Registrar