

**CRAWFORD COUNTY BOARD OF HEALTH**

**MINUTES**

**NOVEMBER 17, 2015**

The Crawford County Board of Health met Tuesday, November 17, 2015 at 12:00 p.m. in the Board Room of the Crawford County Health Department. The following directors were present:

William Bedwell, OD  
Bob Bowen  
Toni Earleywine, R.N.  
Michele Elliott, R.N.  
Bonnie Finn  
David Rotman, M.D.

EXCUSED: Will Schaefer, DDS  
Robert Walsh, D.O.

**OTHERS**

PRESENT: Darla Tracy, Certified Public Health Administrator  
Terry Shaffer, R.N., Nursing Supervisor  
Jerica Robinson, Sanitarian-In-Training  
Bobbi Branson, Executive Secretary to the Board of Health

**CALL TO ORDER**

The meeting was called to order at 12:20 p.m. by Bob Bowen, President.

**ROLL CALL**

Mrs. Branson held roll call for attendance with Board members Dr. Bedwell, Mr. Bowen, Ms. Earleywine, Ms. Elliott, Mrs. Finn, and Dr. Rotman present at the time of roll call.

**ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA**

Mrs. Tracy noted the agenda had been revised to include Crawford County Mental Health Needs. No other additions, deletions, or corrections were noted to the agenda.

**APPROVAL OF LAST MEETING MINUTES**

A motion was made by Dr. Bedwell and seconded by Mrs. Finn to approve the October 20, 2015 Board of Health minutes. Upon roll call, motion carried unanimously.

**FINANCIAL UPDATE**

Mrs. Tracy reviewed the Financial and Expenditure Reports for the month of October, 2015.

A motion was made by Dr. Rotman and seconded by Ms. Earleywine to approve the October, 2015 financial reports as presented. Upon roll call, motion carried unanimously.

Dr. Bedwell complimented Mrs. Tracy for maintaining the reserve and stated it is good to know the Department has a safety net.

### **EXECUTIVE SESSION MINUTES**

Executive Session Minutes were made available for Board members to review.

A motion was made by Ms. Earleywine and seconded by Dr. Bedwell to leave all Executive Session minutes closed. Upon roll call, motion carried unanimously.

### **NOMINATING COMMITTEE REPORT**

As Chairperson of the Nominating Committee, Mrs. Finn reported the Committee recommends reinstating Mr. Bowen as President, Mrs. Finn as Vice-President, and Dr. Bedwell as Secretary.

A motion was made by Mrs. Finn and seconded by Dr. Rotman to adopt the slate of 2016 officers as nominated. Upon roll call, motion carried with Mr. Bowen abstaining.

### **CRAWFORD COUNTY MENTAL HEALTH NEEDS**

Mrs. Tracy stated mental health is one of the IPLAN priority health needs for the county and is also an agency objective for the Department. She explained she and two other staff members serve on the Crawford County Mental Health Association (CCMHA). She discussed the lack of mental health resources available to Crawford County residents. Mrs. Tracy stated the CCMHA has grown to include Licensed Clinical Social Worker, Rich Swisher and Crawford Memorial Hospital (CMH) Emergency Department Director, Shelly Hillard. She stated during the last meeting CMH Clinic Manager, Chris Bautista and Chief Nursing Officer, Tammy Fralicker attended to report CMH's plans to help address the lack of mental health care in our community with crisis intervention being implemented in their Emergency Department as soon as possible.

Mrs. Tracy reported Catholic Charities employees from Effingham also attended the last meeting. She inquired if Board members would be in favor of allowing a Catholic Charities social worker to see patients one day a week at the Department. She explained the therapist would make her own appointments and all contacts, including payments, would be between Catholic Charities and the client. Mrs. Tracy stated the therapist would see adults, children, and families. Mrs. Tracy noted while the Health Department would not receive compensation for this service, providing the location would help meet the mental health needs of the community until other resources become available.

Mr. Bowen stated he felt Catholic Charities to be a high quality, very active organization and suggested seriously considering this opportunity to provide a high quality service to the community.

Dr. Bedwell discussed whether a fee should be charged for the use of office space. Ms. Elliott stated she did not feel the Department would be meeting the needs of the community if space was not provided. She noted Catholic Charities is a nonprofit organization and also cited transportation as an issue for county residents currently traveling to Effingham to receive their services.

Following a brief discussion, a motion was made by Ms. Elliott and seconded by Ms. Earleywine to allow Catholic Charities to utilize office space for counseling services with reevaluation of these services in six months. Upon roll call, motion carried unanimously.

### **NURSING REPORT**

Mrs. Shaffer reviewed the Nursing Report for the month of October, 2015.

Mrs. Shaffer stated one thousand three hundred twelve flu vaccinations had been given through the month of October for the current fiscal year. She noted while the last scheduled flu clinic will be held November 18, 2015, the Department continues to provide flu vaccinations on a walk-in basis any may add another clinic in December to help meet the needs of the community.

### **ENVIRONMENTAL HEALTH REPORT**

Mrs. Robinson reviewed the Environmental Health Report for the month of October, 2015.

She reported one rabies exposure during the month of November. She stated the exposure was from a witnessed bat bite with the bat testing positive for rabies. She noted the patient received appropriate prophylactic treatment following the incident.

Mrs. Robinson requested a copy of the County Board's recently approved Animal Control Ordinance. Ms. Earleywine stated she will provide this information and will also release information to the newspaper concerning procedures residents should follow for animal bites. She noted the Sheriff's Department should be contacted when bites occur. Mrs. Robinson questioned whether the Robinson Hospital for Animals has an agreement to ship bat specimens. Ms. Earleywine will contact Robinson Hospital for Animals regarding protocol, prior agreements, etc. and request they follow-up with Mrs. Robinson per Mr. Bowen's suggestion. Mrs. Robinson added the Health Department would be able to ship bat specimens, but preventative vaccinations would need to be considered prior to offering this service.

Mrs. Robinson stated she completed the State's new tanning inspection training and Coles County has offered to provide hands on training for her.

### **ADVISEMENTS**

#### **PERSONNEL UPDATE**

Mrs. Tracy stated the Department's part-time (16 hrs/wk) Planning and Preparedness Coordinator resigned; Mrs. Robinson will assume these responsibilities. She noted Mrs. Robinson should be able to manage duties until at least January or

February when she will need to begin devoting more hours to Planning and Preparedness. Mrs. Tracy stated a part-time (16 hrs/wk) Environmental Health inspector will be hired at that time to assist with Environmental Health as well as Planning and Preparedness duties.

**EQUIPMENT**

Mrs. Tracy reported the Department's current copiers will soon be replaced with leased equipment in an effort to reduce expenditures. She noted the current copiers will be donated and welcomed Board members' suggestions of organizations which could benefit from them.

**DECEMBER MEETING**

Mrs. Tracy inquired if Board members would prefer to cancel the December meeting. She stated she would notify Board members should a need to meet arise.

A motion was made by Dr. Rotman and seconded by Dr. Bedwell to cancel the December meeting. Upon roll call, motion carried unanimously.

Mrs. Tracy inquired if Board members knew of any attendance conflicts for January or February as Mr. Bowen will not be available; no other conflicts were noted. Mrs. Finn will chair the January through March meetings in Mr. Bowen's absence.

**COMMENTS FROM BOARD MEMBERS**

Ms. Earleywine stated the County will assume Animal Control responsibilities.

Dr. Rotman discussed a radio advertisement regarding a new meningococcal vaccination and felt clients may soon inquire about it. He asked if the Department had received information from CDC concerning this vaccination. Mrs. Shaffer stated staff had participated in an in-service about Trumenba, one of the meningococcal B vaccines on the market, and would consider stocking it if a demand for it develops. She noted she did not believe it to be available through the Vaccine for Children Program. She stated she had not received any information from CDC regarding the vaccination, but will refer to ACIP guidelines.

**ADJOURNMENT**

There being no further business to discuss, a motion was made by Dr. Rotman and seconded by Dr. Bedwell to adjourn the meeting at 1:11 p.m.

\_\_\_\_\_, **Secretary**                      **Date:** \_\_\_\_\_