

**CRAWFORD COUNTY BOARD OF HEALTH**

**MINUTES**

**NOVEMBER 21, 2017**

The Crawford County Board of Health met Tuesday, November 21, 2017 at 12:00 p.m. in the Board Room of the Crawford County Health Department. The following directors were present:

Toni Earleywine, R.N.  
Bonnie Finn  
David Fulling  
Christa Inboden  
Robert Walsh, D.O.

EXCUSED: David Rotman, M.D.  
William Schaefer, DDS

**OTHERS**

PRESENT: Darla Tracy, Certified Public Health Administrator  
Jenna Thompson, R.N., WIC Coordinator  
Rhonda Simpson, R.N., Communicable Disease Nurse  
Jerica Robinson, Environmental Health Practitioner in Training/ERC  
Bobbi Branson, Executive Secretary to the Board of Health

**MOMENT OF SILENCE**

A moment of silence was held to honor William "Kip" Bedwell, OD. Mrs. Tracy stated Dr. Bedwell served on the Board of Health since its inception in October of 1991. She expressed her appreciation for his years of dedication and spoke of the impact he had on the Department as well as her personally.

**CALL TO ORDER**

The meeting was called to order at 12:17 p.m. by Bonnie Finn, President.

**ROLL CALL**

Mrs. Branson held roll call for attendance with Board members Ms. Earleywine, Mrs. Finn, Mr. Fulling, Mrs. Inboden, and Dr. Walsh present at the time of roll call.

**ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA**

No additions, deletions or corrections to the agenda.

## **APPROVAL OF LAST MEETING MINUTES**

A motion was made by Mr. Fulling and seconded by Dr. Walsh to approve the October 03, 2017 Board of Health minutes. Upon roll call, motion carried unanimously.

## **FINANCIAL UPDATE**

Mrs. Tracy reviewed the financial report for the month of September, 2017.

A motion was made by Ms. Earleywine and seconded by Dr. Walsh to approve the September, 2017 financial report as presented. Upon roll call, motion carried unanimously.

Mrs. Tracy reviewed the financial report for the month of October, 2017.

A motion was made by Mr. Fulling and seconded by Ms. Earleywine to approve the October, 2017 financial report as presented. Upon roll call, motion carried unanimously.

## **NOMINATING COMMITTEE REPORT**

Mr. Fulling reported the Nominating Committee recommends the following slate of officers for 2018:

Bonnie Finn, President  
Toni Earleywine, Vice-President  
William Schaefer, Secretary

A motion was made by Dr. Walsh and seconded by Mrs. Inboden to approve the slate of officers for 2018 as presented. Upon roll call, motion carried unanimously.

## **NURSING REPORT**

Mrs. Thompson reviewed the Nursing Report for the months of September and October, 2017.

Discussion was held concerning the reporting of sexually transmitted diseases. Mrs. Thompson stated she contacted Good Samaritan Hospital and confirmed they transfer information to Illinois for Illinois residents, but they could not verify the number of cases. Mrs. Thompson stated she contacted Sarah Bush Lincoln and they have agreed to attempt to breakdown the number of cases by county per month, but currently do not have the ability to automatically generate a report by these specific parameters. Mrs. Thompson stated she contacted Crawford Memorial Hospital and is waiting to hear back from her contact there.

Dr. Walsh questioned if the Hepatitis cases were all Hepatitis C; Mrs. Thompson confirmed they were. Mrs. Simpson stated these cases were found through routine screenings.

Mrs. Simpson distributed a January through October, 2017 breakdown for the number of cases of each disease reported and by which physician. She stated when comparing Illinois Department of Public Health statistics for the time period of 2011 to 2015, Crawford County

had similar numbers of cases reported as the surrounding counties or those with similar population size.

Dr. Walsh stated he wondered if possible discrepancies could be due to the reporting mechanism. Mrs. Simpson stated everyone involved is responsible for reporting. She complimented Dr. Walsh's office for proper reporting. She explained LabCorp enters all reportable cases into Illinois National Electronic Disease Surveillance System (INEDSS). She noted all communicable disease cases are sent to Illinois Department of Public Health (IDPH). IDPH removes any identifying information and sends statistics on to the Centers for Disease Control (CDC).

Mrs. Simpson stated she sends a quarterly reminder letter to local physicians and nurse practitioners regarding reporting instructions. She explained each disease has a specific timeframe in which it must be reported.

Mrs. Simpson addressed the reporting of Lyme disease cases. She explained CDC sets forth a case definition for confirmed, not confirmed, and suspect cases. She noted CDC has specific criteria (clinical and laboratory) to consider a case confirmed. Mrs. Simpson stated she has criteria she must follow per CDC and IDPH as to whether it is a true case or not. She noted many other diseases cross-react with Lyme disease and must be ruled out. Mrs. Simpson explained she only reports what is confirmed according to CDC guidelines. She offered to add a notation to the Program Report for cases not meeting case definition. Dr. Walsh stated he did not believe that would be necessary and noted Lyme disease is very complicated to diagnose.

Dr. Walsh questioned if the number of cases in INEDSS could differ from the Program Report. Mrs. Simpson stated while this would be unlikely, INEDSS would be the most accurate as cases must be closed out in INEDSS before they can be sent to IDPH.

In regards to cases diagnosed outside of Crawford County, Mrs. Simpson stated Good Samaritan Hospital usually calls or sends reportable cases to her directly. Good Samaritan Hospital would also report these cases to Indiana Department of Public Health who then sends the information to Illinois Department of Public Health. IDPH then notifies the jurisdiction the patient lives in. She noted some cases are delayed in reporting when identified out of state. Mrs. Simpson stated she often learns of reported cases through INEDSS and then contacts the physician's office directly to follow-up.

## **ENVIRONMENTAL HEALTH REPORT**

Ms. Robinson reviewed the Environmental Health Report for the months of September and October, 2017.

Mrs. Simpson left the meeting at 12:44 p.m.

Dr. Walsh stepped out of the meeting at 12:45 p.m.

Ms. Robinson discussed a food establishment with plumbing violations and noncompliance in regards to a plan review; she stated the issues are being monitored.

Dr. Walsh returned to the meeting at 12:48 p.m.

Ms. Robinson stated the Department will conduct an active shooter/aggressive client exercise March 29, 2018. She stated the Department participated in Crawford Memorial Hospital's mass surge exercise held October 25, 2017.

Ms. Robinson complimented Marathon Petroleum's response to a gas leak which affected three homes near Annapolis last month. She stated IEMA and FEMA responded as well.

### **COMMENTS FROM BOARD MEMBERS**

Board members and Mrs. Tracy expressed their sorrow over the loss of Dr. Bedwell; no other comments were made.

### **ADVISEMENTS**

#### **REAPPOINTMENTS/APPOINTMENT**

Mrs. Tracy reported Mrs. Finn, Dr. Schaefer and Dr. Rotman were all reappointed for another three-year term. She stated she has submitted Shannon Goebel's name to fill the Board vacancy to complete Dr. Bedwell's term.

#### **MARY HEATH FOUNDATION APPLICATION**

Mrs. Tracy explained the Department recently applied for funding through the Mary Heath Foundation in the amount of \$1,200 to implement a Fecal Immunochemical Testing (FIT) Program. She stated the FIT Program has been implemented in many health departments throughout Illinois with approximately thirty-four departments participating. She noted Fayette County distributed fifty-one kits in three weeks' time and of the forty returned to date, fifteen (37.5%) were positive.

Mrs. Tracy explained this funding would allow the department to provide one hundred free FIT kits to qualifying persons (age 50-75 who have not had a colonoscopy in the last ten years, a sigmoidoscopy in the last five years, or history of colon cancer/prior colon resection). Funds would be used for cost of kits, controls, lab supplies, educational material, postage, and office supplies.

Mrs. Tracy stated once the program is firmly established, the Department intends to offer these tests as a billable service.

#### **TELEPSYCHIATRY/MENTAL HEALTH SERVICES**

Mrs. Tracy stated telehealth sessions with psychiatrist Dr. Paras Harshawat have been very well received. She noted Dr. Harshawat had to cancel three out of the twelve months in 2017 and his first opening at CCHD is not until April, 2018. Mrs. Tracy stated she has been researching additional psychiatrists to provide telehealth and the possibility of CCHD becoming Medicaid certified to bill for mental health services.

Dr. Walsh mentioned Southern Illinois University School of Medicine also offers telehealth services.

Mrs. Tracy reported the Department is in discussions at this time to contract with Catholic Charities to return once a month to provide counseling services.

**OFFICE SPACE**

Mrs. Tracy stated after researching modular buildings and the possibility of installing a full door/fire exit to the basement to allow additional office space, she has decided neither are feasible options at this time. She stated she hopes to expand the facility in the future, but at this time staff have relocated offices and created a few additional work areas to provide more privacy and increase productivity.

**FLOWER FUND**

Mrs. Tracy stated a Board of Health flower fund collection has not been taken since 2012. She asked anyone wishing to contribute to please see Mrs. Branson.

**YOUTH MENTAL HEALTH FIRST AID**

Mrs. Tracy explained through funds provided by the 708 Board, the Department will offer a free training class on Youth Mental Health First Aid November 29 and 30, 2017. This training will benefit personnel working with youth on a regular basis as well as first responders. She noted the classes are limited to thirty attendees each day and the Department has received a wonderful response to date.

**DECEMBER MEETING**

Board members agreed to cancel the December meeting due to busy holiday schedules. Mrs. Tracy will contact members should the need to meet arise.

Mrs. Tracy asked Board members to pick up Christmas gifts from staff as they leave the meeting.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 1:13 p.m.

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