



April 13, 2023

The April meeting of the Hamilton County Health Board was called to order at 8:00 a.m. by chairperson Charlotte Boden.

MEMBERS PRESENT: Charlotte Boden, Dr. David Dwyer, Diana Nevitt, Renee Dillinger (virtually), Dr. Naomi Penney and Dr. Brad Sutter. Also attending were Health Officer Dr. Charles Harris and John Terry the Health Board Attorney.

HEALTH DEPT. EMPLOYEES PRESENT: Jason LeMaster, Administrator; Georgia Roudebush, Vital Records; Janice VanMetre, Director of Nursing; Amy Ballman, Director of Environmental Health; James Ginder, Health Educator; Andy Hazel, Assistant Preparedness Coordinator and Tammy Sander Hamilton County Media Relations Liaison & Health Dept public relations contractor.

HEALTH DEPT. EMPLOYEES NOT PRESENT: Chris Walker, Preparedness Coordinator

The Board was introduced to the new Power Point for the Board Meetings. Charlotte Boden explained to the Board Members with the Health Department going for Accreditation and new branding of the Health Department logos the power point was one of the first things done.

MINUTES: Charlotte Boden asked the Board members if there were any additions or corrections to the January Board minutes. There were none. She asked for a motion to accept the minutes. Diana Nevitt made a motion to accept the minutes and Dr. Penney second. All agreed. Motion passed.

OLD BUSINESS: None.

NEW BUSINESS: Charlotte Boden asked if the Board Members had read the Annual Report sent to them earlier this month. She asked for a motion to approve the Annual Report. Dr. Sutter made a motion to accept the Annual Report and Diana Nevitt seconded. All agreed. Motion passed.

DIVISION REPORTS:

Nursing: Janice VanMetre updated the Board on Influenza vaccine order she has made for the 2023-24 season. She told the Board the Immunization Program for the first quarter of 2023 had registered 144 new clients, seen 355 patients, and given total of 721 vaccines. The Annual Immunization Audit by the State Dept. of Health was done and there were no issues. She spoke to the Board Members about the Lead Program and what the department was doing for this program.

Health Education: Board Members were informed by Jim Ginder on the new programs he and Kaylen Underhill have been working on. He discussed with the Board about the future programs and

presentation they are working on. Jim informed the Board he will be making a presentation at the National Medical Assistance Conference in Florida.

Environmental: Amy Ballman handed out to the Board Members an explanation for the Food Inspections. She updated the Board Members on how many food inspections were completed for this quarter and what was happening with the other programs. She told the Board two summer part time help were hired for pool inspections and two for the Vector Control program, summer help will be starting in May.

Vital Records: The Board Members were informed by Georgia Roudebush on the number of births and deaths in the County for the last quarter. She also told the Board there were 2,952 birth certificates and 3,538 death certificates issued for the quarter.

Emergency Preparedness: Chris Walker was unable to attend the meeting as he was attending Leadership in Crises training at Harvard University. In Chris' absents Andy Hazel told the Board Members the activities the preparedness division had been involved with for the last quarter and what project they have planned.

Administration: Jason LeMaster gave the Board Members an update on the department's projects. He spoke to them about the 2024 Budget and a few of the things that are being considered for next year. He explained to the Board Members about the process for the accreditation for the Hamilton County Health Department through the Public Health Accreditation Board which is a multi-year project.

Public Comment: Questions were asked about accreditation program and Jason LeMaster answered their questions.

Adjournment: Board Chairperson Charlotte Boden asked for a motion to adjourn the meeting at 9:10 a.m. Dr. David Dwyer made a motion to adjourn. Dr. Brad Sutter seconded. All agreed. Meeting was adjourned.

Charlotte Boden
Chairperson

Georgia Roudebush
Office Manager