



July 13, 2023

The July meeting of the Hamilton County Health Board was called to order at 8:03 a.m. by chairperson Charlotte Boden.

Roll Call/Board Members (quorum is 5)

#	Name	Roll Call
1	Charlotte Boden	P
2	Diane Nevitt	P
3	Renee Dillinger	V
4	David Dwyer, MD	P
5	Tim Fleck, DVM	P
6	Naomi Penney, PhD	P
7	Bradley Sutter, MD	P
8	<i>Waiting on Appointment</i>	
9	<i>Waiting on Appointment</i>	

(P=Present, V=Virtual)

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; Morgan Bennett, Sr. Environmental Health Specialist Program Coordinator and Tammy Sander Hamilton County Media Relations Liaison & Health Dept public relations contractor.

HEALTH DEPT. EMPLOYEES NOT PRESENT: Chris Walker, Preparedness Coordinator; Amy Ballman, Director of Environmental Health, and James Ginder, Health Educator.

PUBLIC IN ATTENDANCE: Janelle Keller

Chairperson Charlotte Boden introduced newest Board Member Tim Fleck, DVM to everyone present.

MINUTES: Charlotte Boden asked the Board if there were any additions or corrections to the April Board minute. There were none. She asked for motion to accept the minutes. Diane Nevitt made a motion to approve the minutes and Naomi Penney, PhD., seconded. Motion carried 7-0.

NEW BUSINESS: Jason LeMaster explained to the Board members the procedure of bringing the 2024 Budget before the Hamilton County Council. The Board members were given a copy of proposed budget for their approval. Dr. David Dwyer made a motion to approve, and Dr. Brad Sutter seconded. Motion carried 7-0.

DIVISION REPORTS:

Nursing: Janice VanMetre updated the Board Members on the number of patients seen the last quarter compared to this time last year as illustrated in the board presentation. She informed the Board she returned last season's flu vaccine. She also told them about attending Immunization meetings including the multi-day Infectious Disease conference and Public Health Nurse conference by the nursing staff during the last quarter. Janice informed the board of the upcoming school immunization clinics that will be taking place at Westfield schools and the Health Department office.

Health Education: Jim Ginder was unable to attend the meeting as he was participating in the Lean Six Sigma training. In his place Janice VanMetre presented his report to the Board. She told the Board members Jim was nominated and was made an Honorary Member of the Indiana Society of Medical Assistants for his hundreds of hours of quality AAMA certified education over the past decade. Also, they are awarding a Scholarship in his name. She also discussed with the Board the number of programs and students instructed by the Health Education division at schools and other organizations listed in the board presentation.

Environmental: Amy Ballman was unable to attend the meeting as she was participating in the Lean Six Sigma training. In her place Senior Environmental Health Specialist Morgan Bennett was able to show the Board members from the Power Point the number of completed food inspections and the number of temporary events inspected. She also told the Board about the Septic Program, Vector Control Program and Water Quality Program which included swimming pool inspection data for the quarter. Also presented to the board was information regarding new legislation affecting the septic program and that Amy and Jason are working with the county attorney and board of commissioners to develop an updated local ordinance.

Vital Records: Georgia Roudebush presented the numbers for the birth and death received and issued for the last quarter with the Board members. Quarterly numbers by month were included in the presentation provided to the board during the meeting.

Emergency Preparedness: Chris Walker was unable to attend the meeting as he was participating in the Lean Six Sigma training. In his place Jason LeMaster shared the Power Point slides with the Board Members and explained what initiatives the preparedness division had been doing during the last quarter. Activities described included purchases of Stop the Bleed kits, a bariatric cot for countywide support and leadership training attended. Jason shared with the Board, that the department had initiated the Public Health Accreditation Board readiness assessment process of evaluation and review to prepare the department for making application for the accreditation process in 2024.

Administration: Jason LeMaster told the Board Members the Mobile Clinic was dedicated to Barry McNulty after the April board meeting. Included in the presentation to the board were photos of the dedication plaque mounted in the mobile clinic. He updated the Board Members about Senate Enrolled Act 4 (SEA4) and changes to Indiana Code 16 that became effective July 1, 2023. He shared with the Board that counties of populations greater than two hundred thousand 200,000 population, that the Health Boards will now have nine members. The Hamilton County Commissioners will be appointing two new members to the Health Board to fill these two new positions. He talked to the Board members about proposed County projects that are being developed for senior services and mental/behavioral health in which the health department will be involved as a stakeholder. Jason concluded with information of a county website restructuring project underway that will improve public information.

Dr. Charles Harris Informed the Board members about the new Indiana State Health Commissioner Lindsay Weaver, MD, FACEP who took office recently.

Adjournment: Board Chairperson Charlotte Boden asked for a motion to adjourn the meeting at 9:08 a.m. Dr. David Dwyer made a motion to adjourn. Diana Nevitt seconded. Motion carried 7-0.

Charlotte Boden
Chairperson

Georgia Roudebush /Jason LeMaster
Office Manager /Administrator