

PERRY COUNTY BOARD OF HEALTH

January 10, 2018

Present:

Barbara Stevenson, Administrator
Brice Harsy, Chair
Linda Quillman, Secretary
Dr. Andrew Forbes
Dr. Beth Bigham
Bobby Kelly, Perry Co. Commissioner
Sherry Wertz, RN

Absent:

Dr. Lucas Steele, DMD

Meeting called to order 6::05 p.m.

Copies of most recent signed/agreed upon union contract are available for review. Electronic copies will be forwarded upon request.

OLD BUSINESS:

Review of October 11, 2017 minutes.....Per B. Kelly, an answer has not yet been obtained regarding the sale of a PCHD auto. Mr. Kelly will follow up for an answer and notify Administrator of findings.

Request was made by B. Bigham to include full names of any employees referred to in meeting minutes for clarification...agreed.

Motion to approve minutes.....Sherry Wertz, RN
Second.....Beth Bigham, MD
All in favor.....Approved

Monthly balance sheet/accounts receivables/balance reports, income details, deposit details, and expenditures were reviewed for the quarter as well as the 2017 Yearly Activity Report.

It is noted that the county has introduced a new accounting software system. While there are still a few small glitches to be ironed out; the accounting accuracy is markedly improved.

For the year of 2017 a loss was recorded of \$27,000.00. Per B. Stevenson, in part the loss can be attributed to the catch up on employee fringe benefits. Prior, the county was approximately 6 months behind on their billing. Moving ahead, all billings are expected to be on target.

Review of Activity Report revealed that Brittany Numi has taken the place of Nicole Marlow as Health Educator

NEW BUSINESS:

2018 quarterly meeting scheduled was presented without objection.

Clinic

F/U review of WIC/FCM was positive – all corrective actions have been approved.

Lab testing, initiated November 1, 2017, has been going well. In the 2 month period that this service has been offered approx. \$1,600 has been generated. Lower lab costs have proven beneficial for several patients without insurance who had declined labs at the hospitals due to the high cost. A general fee schedule is available

for labs covered by standing orders; a \$23.00 administration fee is tacked on to the cost of any other lab that may be ordered, but not included by standing orders. Boyce and Bynum is the reference laboratory providing the service. The Milk Bank is still in operation. Dawn Galbreath recently sent off approximately 6.36 gal. of breast milk to the Indiana milk bank for processing and distribution.

Kara Kellerman was successful in securing a grant through Southern IL Healthy Children's Task Force utilized through the Farmer's Market (cash-back coupons).

PCHD was awarded a car seat grant once again; and Kara is kicking off 2018 with car seat classes with special reach out to foster families.

Vision and hearing clinics are coming up. Amy from the clerical staff and Dawn Dawn Galbreath are being BP trained. Heather Presswood will be following up with the diabetes and chronic disease management classes since Nicole Marlow left.

Home Health

B. Stevenson reports that that home health has been very steady and busy

Currently the department consists of Amber Kellerman and Cindy Lacy, Director. Interviews have been being conducted with a couple of promising prospects. This Position opened up with the transfer of Brittany Numi to the Health Educator position. The position is expected to be filled within the next couple of weeks.

Chart review summary for the year has been completed and results are available.

(Attach) B. Stevenson did express some concern regarding the findings; Several items were missed that could have resulted in billable charges for the department. A state review of the home health is scheduled within the next couple of months. Findings are shared with the staff and corrective actions are in the process of being compiled to address them.

Environmental Health

Allergen training has begun as required for category 1 facilities.

The start of the FDA food code is now January 1, 2019, instead of July 1, 2018.

The state no longer requires food sanitation managers to acquire additional certification in Illinois; they had before, which was causing some problems with some food establishments.

The state no longer performs water testing for nitrates, only bacteria and e-coli.

Emergency Preparedness is working to incorporate churches as part of mass distribution areas and enlisting local residents to assist.

A resolution for an IPHMAS (Illinois Public Health Mutual Aid System) agreement was presented for approval and signature. This agreement allows other county health departments and emergency management agencies to come into Perry County and assist in the event of an emergency; it also allows the PCHD to assist in other counties as needed as well.

*Approved by all board members present.....signed by Chairman, Brice Harsy.

Heath Education

November, 2017, Tamaroa Grade School (Draw the Line – Respect the Line) 6 sessions were conducted for 7th and 8th graders and 5 session for 6th graders.

Diabetes CEU event was held November 14, 2017, at Red Hawk Country Club – 30 participants – 2 CEUs were provided. This is a requirement of the awarded diabetic grant.

November, 2017, Brittany Numi attended Youth Mental Health training focusing on SOS Signs of Suicide. Such training will most likely be beneficial for grant opportunities such as an Adolescent grant that recently became available. The DASA grant paid for her training.

December, 2017, Du Quoin High School – Be Proud/Be Responsible program.

Brittany is currently working on an AIDS Community Information Outreach Program for awareness and testing. Information regarding this will be pushed out to probation and counseling facilities and physician offices with coordination of care for any positive cases, through the Jackson Co. Health Department.

A CDS&P (Chronic Disease Health Management) class was scheduled at Pinckneyville Hospital, but the location has been changed due to concerns regarding exposure to the flu virus.....Marshall Browning Estates.

A standing order for the varicella titer has been added, which has greatly assisted the college student population.

Following a report by B. Stevenson regarding an incident that presented for follow-up of a needlestick, and after discussion by the board, the administrator was encouraged to include in a policy that any type of labs or treatment administered by the PCHD as a result of such an incident shall be done only with the order of the patient's family physician. Employers should be educated as needed.

Clerical Position

Several new services are being added to the PCHD such as that of Lab. On a couple of occasions positions have not been filled when vacated. Diana Majewski has given tentative verbal notice of retirement in upcoming 2018. Collection of \$monies has been increased due to added services.

For all of the above reasons, a request for a part-time (18-21 hrs) clerical employee was presented.....contractual moving into part-time.

Motion to approve new part-time employee.....Linda Quillman
Second.....Bobby Kelly
All in favor.....Approved

Equipment Proposal

Administrator presented report of need for replacement of current copy machine service (Xerox) She has been contacted by Da-Com with a possible proposal, however at this time does not have all information required regarding this company to present to the board.....item will be tabled until the April, 2018, meeting of the PCHD.

Adjourn

Motion to adjourn.....Dr. Forbes
Second.....Dr. Bigham
All in favor.....Meeting adjourned 7:25 p.m.

Linda S. Quillman, Sec.