

MONROE-RANDOLPH BI-COUNTY HEALTH DEPARTMENT

MINUTES

Meetings: Board of Health

Date: 09-28-2005

Time: 7:30 p.m.

Place: Red Bud Regional Hospital

Attendance: Lyle Hoffmann, President; Betty Luthy, Vice President; Ken Slavens, Secretary/Treasurer; Dale Haudrich; Jay Vogt; Dr. Heather Lucas

Not Present: Dr. Marion Ivanuck; Dr. Allan Liefer

Other Present: Thomas Smith; Jessica Schuwerk; Pamela Birchler; John Wagner

DISCUSSION

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<p>Lyle Hoffmann called the meeting to order at 7:37 p.m.</p>	<p>Call to Order</p>
<p>Lyle Hoffmann requested the board to review the July 27, 2005 minutes. Ken Slavens made a motion that the minutes of the July 27, 2005 meeting be approved. Seconded by Jay Vogt. Approved.</p>	<p>Approval of 7/27/05 Minutes</p>
<p>Plans to remodel the Chester office were outlined by Thomas Smith. Quadrant Design began plans for the project, but a request was made by Randolph County to have Mevert Professional Associates perform the work. Mr. Smith met with Mevert who reviewed the plans drawn up by Quadrant Design. After reviewing Mevert determined it would not be cost effective to start the project because Quadrant had completed more than half of the Chester plans. The project will be presented to Randolph County at the next board meeting.</p>	<p>Old Business Remodeling plans Chester</p>
<p>The Sparta office has been at its current location since 2003. The Health Department rented the four bedroom apartment and remodeled it at a cost of approximately \$40,000. The five bedroom apartment that is attached to the current office became available last year. The above plans are to remodel this portion to increase office size. The Health Department will be paying for the remodeling. A pre-bid meeting was held with contractors at the Sparta office on September 28, 2005. Bids are due by 1:00 p.m. on October 5, 2005. It was decided that Mr. Smith would call the board members to set the time for a special meeting to review the bids and select a contractor.</p>	<p>Remodeling project Sparta</p>

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Pam Birchler informed the board that the remodeling of the Chester office will start with the north third of the building. This will be started in conjunction with the Sparta office remodeling. The plan is to move the clinic staff to the Sparta office for the duration of the Chester office remodeling. The remodeled north third of the Chester office will be available for the office staff. The Chester clients' information will be transferred to the Sparta computer and the server will stay at the Chester site. The move to Sparta will allow the Chester building to be remodeled in one phase which should save money. This will affect the clients that utilize the Chester office for a short time.

Remodeling plans
Chester

The issue was brought up by Jay Vogt that part of the Chester building sits on the neighbor's property. The Randolph County Board of Commissioner is aware of this issue.

Tom Smith presented the administrators report for fiscal year 2005. He pointed out that the bio-terrorism revenues have been adjusted to reflect grants that were not previously included. This adjustment shows the income statement with a positive balance instead of negative. Mr. Smith reported that the 2005 figures are in agreement with the budget, except Tuberculosis(TB) expense due to an increase in cases.

New Business
Admin. Report
Financial Report

Tom Smith presented the fiscal year 2006 budget for review by the board. Mr. Smith explained that the budget includes a salary increase based on the consumer price index. This increase is also reflected in the fringe benefits amount. The travel amount is based on the IRS standard mileage rate of \$.485 per mile. Mr. Smith explained that the budget leaves room for change with the expenses estimated high and revenues low. Jay Vogt made a motion to approve the 2006 budget. Seconded by Dr. Heather Lucas. Approved.

Fiscal Year 2006
Budget

Betty Luthy asked the date of the Randolph County disaster emergency drill. Tom Smith informed her that the distribution site will be Our Lady of Lourdes Church in Sparta. Advertisements have been placed in the local papers asking for volunteers for the drill and for a real emergency. The advertisement was designed to be clipped

Other Business
October 28 Drill

DISCUSSION

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out of the paper and returned to the Health Department with the volunteer's information. The police chiefs, police officers, and clerks from the surrounding communities will be involved in the October 28, 2005 drill.

Dale Haudrich inquired if any services were performed for victims of hurricane Katrina. Pam Birchler reported that vaccinations were given to a baby that had come to live with relatives in the area. Contact was also made with an individual who has twenty refugees living in their home. The Health Department provided the individual with information on assistance for the refugees. The Health Department was put on alert over Labor Day weekend with a chance of hurricane Katrina victims being diverted to Monroe County.

The condition of Dr. Marion Ivanuck was discussed. Tom Smith has been told that his condition is not improving and that a new board member should be found. The board agreed with this and a replacement will be thought about. Tom also informed the board that Terry Moore of the Randolph County Board has asked the Board of Health to consider naming the Chester office after Dr. Ivanuck. Dr. Ivanuck served as an interim administrator in 1990. He and his wife were instrumental in getting the health department started in the 1960s. The motion was made by Jay Vogt to recommend naming the Chester office building after Dr. Marion Ivanuck with approval from the Randolph County Board. Seconded by Ken Slavens. Approved.

Thomas Smith informed the board that he received a letter from the president of the Operating Engineers Local No. 399 on the subject of union negotiations for a new contract. Mr. Smith has responded that the Health Department is ready to negotiate. Mr. Smith requested that a committee be formed to handle the negotiations. The board agreed to a committee of Mr. Smith, Lyle Hoffman, and attorney Mark Weisman. Jay Vogt asked if a strike could be possible. John Wagner responded that a strike is possible because the Health Department is not a critical department.

Information was given by Pam Birchler on flu shots for this year. Flu clinics have been scheduled at the senior citizen sites for the month of October. The shots are being given to only at risk individuals. In November flu shots will be given on Tuesdays in Waterloo and Wednesdays in Chester. Other clinics will be scheduled as needed. The amount of

Katrina Victims

Dedication of Chester Building

Union Negotiations

Flu Shots

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Other clinics will be scheduled as needed. The amount of flu vaccine on hand is 950 doses. Pam was told that the remaining 1,350 doses will be received between October 5 and October 31,2005. Individuals will be charged \$20.00 for a flu shot. The children doses will be \$17.50. The Health Department will also receive 100 doses from the State to be given to public aid patients. Pam notified the board that the contract with Central Management Services for State employees was not signed because the payment offered would not cover the Health Department's cost. A pneumonia vaccine was also ordered to be given to patients 65 and older.

Ken Slavens inquired about the status of Yvonne Vieregge's promotion to the Information Technology position. Tom Smith said he felt this should not be a union position due to access to sensitive information. The union president was going to allow the other members to vote on this issue. Tom has contacted the Health Department's attorney to get this matter taken care of without this step. He believes this is not an issue to be voted on by the other members. Ken Slavens and John Wagner agree that the issue should be resolved before negotiations begin.

A motion was made by Dale Haudrich to adjourn. Seconded by Betty Luthy. Approved. The board adjourned at 9:00 p.m.

Information
Technology position

Adjourn

Lyle Hoffmann, President

DISCUSSION

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