

# Minutes

## **Cass County Board of Health Minutes**

*May 14<sup>th</sup> 2013*

The meeting was called to order by Gary Davis at 7:00 p.m.

### **In attendance**

Gary Davis  
Dr. Cherie Bennett  
Dr. Christopher Ciotta, DVM  
Donna Corn  
Zina Birnell  
Bob Vernon  
Jeff Stanton  
Cory Wolford  
Suzanne Benntt, RN  
Suzy Leicht, RN  
Laura Hill

### **New Board Member Sworn In**

Dr. Cherie Bennett swore in new board member Bob Vernon and paperwork was signed by Bob Vernon.

### **Review of Health Dept. Reports**

Motion made to approve March 12<sup>th</sup>, 2013 meeting minutes by Dr. Ciotta and seconded by Donna Corn. Board passed it unanimously.

### **New Business**

Dr. Bennett explained the budget and how it works. Dr. Bennett stated that the County funds the full time employees with the exception of Lynda Kennedy's administration position being part time. Dr. Bennett explained that there were three other budgets funded through the State by grants. Each grant assists in paying for part time salaries for environmentalists, tobacco education, and preparedness coordinator.

The Preparedness budget was discussed. Motion made to approve the Preparedness Budget by Dr. Ciotta and seconded by Bob Vernon to accept the budget as presented. Board passed it unanimously.

The Tobacco (Trust Fund) was discussed. There was a slight adjustment from the budget of 2013 for raises allowed by the county council. The preparedness coordinator will also be partially paid from this budget. Motion made by Dr. Ciotta and seconded by Donna Corn to accept the budget as presented. Board passed it unanimously.

State Health Maintenance Budget was discussed. The budget was based on the size of the county population. It included a slight increase in salary of 5% allowed by the county council for salary personal with more than a year on. Motion made by Dr. Ciotta and seconded by Zina Birnell to accept the budget as presented. Board passes it unanimously.

Security of the building was discussed and Dr. Bennett stated that new locks were purchased and that cameras maybe in violation of the HIPA laws but cameras would be further looked into. The cost of cameras will be looked into.

The County Budget was discussed and salaries did contain a 5% increase allowed by the county council. . Motion made by Dr. Ciotta and seconded by Donna Corn with the additional increases in the Health Officers salary and benefits. Board passed it unanimously.

### **Health Officers Report**

Dr. Bennett stated that effective as of July 1<sup>st</sup> of 2013 she is resigning as the Health Officer.

Dr. Bennett discussed the importance of billing for vaccines due to the Obama Care act coming into effect as early as January 1<sup>st</sup> 2014. She cited the health care physicians in Indiana, mid-west states and rural areas.

Dr. Bennett also touched on two different options on billing for Medicaid children for vaccines. Health Department would bill Medicaid with the assistance of a web based filing system from a third party. It was discussed who would be responsible for the Cass County Health Department making sure the health department was reimbursed. Other counties would be visited to see how they are done. Dr. Bennett advised that Medicaid will reimburse for each shot and at this time no one is billed or turned into Medicaid. Dr. Bennett stated that she wanted to start with Medicaid and eventually bill Medicare and insurance. She requested a motion from the board to further check into this option. Motion made by Dr. Ciotta to have Dr. Bennett further check into this billing system and a second made by Bob Vernon. Board passed it unanimously.

Dr. Ciotta stated that he had contacted 2 different physicians, Dr. Kigorwe and Dr. Sanchez to replace Dr. Bennett as the Health Officer. They will be interviewed at a later date.

### **Administration**

Lynda Kennedy stated that she was working on the budgets for 2014, helping with Laura Hill on preparedness and hired a new registrar, Juana Aho. They have also been working on the process of hiring a new Environmentalist.

### **Nursing Report**

Suzanne Bennett, RN BSN, reported on the process of getting vaccines and issues with the availability.

### **Food Inspectors**

Cory Wolford stated that they were getting ready to go into the spring festivals, but nothing new to add.

### **Environmental Report**

There were several reports of Meth labs that were being addressed and the Health Department is working with the local Indiana State Police Meth Division.

They are working with installers, adding three new installers to the list and working on permits.

### **Emergency Preparedness**

Laura Hill stated that she is working on the grants to improve the emergency preparedness, planning and implementing a response plan for natural and manmade disasters. She is also working on getting the staff at the Health Department is trained, a call down list for an emergency and organizing all departments during mass crisis.

Laura is actively going out with EMA and working with the State Hospital for a mutual agreement to use their personal and facility.

### **Vital Records**

Dr. Bennett stated there was nothing to add since Juana Aho is doing a tremendous job.

### **Next Meeting**

August 20<sup>th</sup>, 2013

Motion made by Dr. Ciotta to end the meeting and seconded by Bob Vernon. Board passed unanimously.