

BOARD MEETING AGENDA

- Location: Pulaski County Health Department – Conference Room
- Date: January 23, 2025 – 4th Quarter Reports 2024
- Time: 5:30 pm

AGENDA DETAILS

I. CALL TO ORDER

- a. Tim Murray, Chairperson, at _____ pm
- b. Attendance – Sign in

II. NEW BUSINESS / REPORTS & UPDATES

- a. Dr. Day – New Health Board Manual will be emailed to all Board members
- b. Vital Records – Maggie Czech
- c. Nursing Department – Stephen Newcomer (absent – IDOH Mosquito & Tick seminar)
- d. School Liaison – Marie Roth (absent - Grant writing course)
- e. Edwina Guffey – EHS/Administrator

III. OLD BUSINESS

- a. Francesville Branch Office – Ribbon Cutting / Open House Wednesday, February 19th, 11 am – 2 pm
- b. County Budget 2025
- c. HFI Funding 2024 – Services & Accomplishments
- d. HFI Funding 2025 – Plan of Action

IV. CONCLUSION

- a. The next meeting will be Thursday, April 24th, 2025, at 5:30 pm

VITAL RECORDS REPORT
October November December 2024

DEATHS

DEATHS

Females: 19
Males: 25
Total 44

CORONER CONTACTED- 12

AUTOPSIED- 5

CREMATIONS - 22

BURIAL: 22

REMOVAL FROM STATE- 0

Out Of County Deaths- 11 Oct, Nov, --

Suicide- 1

Accidents- 5

Certified Death Certificates Issued- 236

Birth certificate issued- 14

Money Collected:

DEATH CERTIFICATES REPRINTS	\$ 0
Death certificates:	\$ 4130
Birth certificates:	\$ 250
	<hr/>
	\$ 4380

MONEY TO CORONER IS CONTINUING EDUCATION \$ 590

TOTAL MONEY COLLECTED BY VITAL RECORDS: \$ 4970

FOR BIRTH AND DEATHS CERTIFICATES WITH CORONER FEES INCLUDED.

Respectively submitted by

Maggie Czech 1/15/25
MAGGIE CZECH

October through December 2024

CAUSE OF DEATHS:

SUBDURAL HEMATOMA/TRAUMATIC FALL -

CARDIAC ARRHYTHMIA - 5

METASTATIC OVARIAN CANCER -

PULMONARY HYPERTENSION -

PANCREATIC CANCER -

METASTATIC CERVICAL CANCER -

PULMONARY EDEMA -

METASTATIC LUNG CANCER -

END STAGE HEART FAILURE -

CHRONIC OBSTRUCTIVE PULMONARY DISEASE -

ALZHEIMERS DEMENTIA - 1

CARDIAC DYSRHYTHMIA - 1

CHRONIC KIDNEY DISEASE - 1

BLUNT FORCE TRAUMA - 2

COMMUNITY ACQUIRED PNEUMONIA - 4

PANCREATIC CARCINOMA METASTATIC TO LIVER - 1

CARDIOGENIC SHOCK -

MODERATE PROTEIN CALORIE MALNUTRITION -

CONGESTIVE HEART FAILURE - 4

DRUG OVERDOSE FENTANYL RELATED - 3

ASPHYXIATION -

BLADDER CANCER -

ACUTE MYOCARDIAL INFARCTION -

ATHEROSCLEROTIC HEART DISEASE -

LUNG CANCER - 2

CARDIAC ARREST -
CEREBROVASCULAR DISEASE -
MULTIORGAN FAILURE -
END STAGE RENAL DISEASE - 1
ACUTE & CHRONIC RESPIRATORY FAILURE W/ HYPOXIA -
PULMONARY FIBROSIS -
ACUTE MYELOGONOUS LEUKEMIA -
ACUTE RESPIRATORY FAILURE -
METASTATIC ESOPHAGEAL CANCER -
ISCHEMIC STROKE - 2
ACUTE METABOLIC ENCEPHALOPATHY -
GUN SHOT TO HEAD - 2 (1 HOMICIDE 1 SUICIDE)
HEART FAILURE - 2
HEPATIC ENCEPHALOPATHY - 1
ACUTE SUBDURAL HEMMORHAGE - 1
IDIOPATHIC PULMONARY FIBROSIS - 1
HYPOXIC RESPIRATORY FAILURE - 1
PROSTATE CANCER - 1
AMYOTROPHIC LATERAL SCLEROSIS - 1
SEPSIS - 1
OBSTRUCTIVE SLEEP APNEA - 1
ORAL CANCER - 1
COLON CANCER - 2
COVID 19 - 1

2024-1159
 FINANCIAL STATEMENT
 COUNTY HEALTH DEPARTMENT

Balance: October, November, December 30th 2024	\$214,428.08	
Receipts:		
General Property Tax 12/17/24 Draw	\$ 47,501.57	
Advance Draw Property Tax		
Financial Institute Tax 12/17/24 Draw	\$ 309.99	
Levy Excess Fund		
Excise Tax 12/17/24 Draw	\$ 3,498.61	
CVET Commerc Veh. Excise Tax 12/17/24 Draw	\$ 509.66	
Advance Draw Excise Tax		
Misc Revenue	\$ 60.00	
Birth Certificate Fees	\$ 250.00	
Death Certificate Fees	\$ 4,130.00	
Affidavit to Amend Fees		
Total Vaccines/ VaxCare	\$ 7,544.57	
Reimbursements		
Food Permit Fees	\$ 3,650.00	
Septic Permit Fees	\$ 1,200.00	
Well Permit Fees	\$ 300.00	
Reprints Death Certificates		
Tattoo Parlor	\$ 150.00	
Coronor Education Training	\$ 590.00	
Immunizations Record Fees		
Credit Cards	\$ 694.50	
Paternity Affadavits / POSTAGE		
TOTAL RECEIPTS:	\$ 70,378.90	
TOTAL WITH BALANCE FORWARD	\$ 284,806.90	
Disbursements:		
Personal Services WAGES & SS/MED/PERF/INS	\$ 29,141.05	
Supplies, other supplies & capital outlays		
Total Disbusments:	\$ 29,141.05	
Health Department Balance:	\$ 255,665.85	
BALANCE AS OF December 31st, 2024 per Auditor	\$ 255,665.85	
THIS REPORT SUBMITTED BY MAGGIE CZECH		

Maggie Czech 1/15/25

2024-1161
 Health First Indiana
 COUNTY HEALTH DEPARTMENT

BALANCE: January-December 2024	\$171,300.82	
Receipts:		
SALARY START OF "2025"		
HEALTH OFFICER \$ 25,000.00		
FULL TIME NURSE \$ 32.51 HOURLY		
Health Officer	\$ 25,000.00	
Full Time Nurse	\$ 38,654.38	
Part Time Help	\$ 660.00	
Official Records	\$ 895.58	
Misc Supplies	\$ 5,922.04	
Travel	\$ 6,085.88	
Nurse Ins Libality	\$ 137.00	
Misc Services	\$ 11,217.08	
Group Insurance	\$ 11,518.01	
Postage	\$ 104.30	
Medical/Dental	\$ 246.89	
Disbursements:	\$ 100,441.16	
TOTAL WITH BALANCE FORWARD	\$ 70,859.66	
BALANCE AS OF December 31st, 2024	\$70,859.66	
RESPECTFULLY SUBMITTED BY:		
Maggie Czech	<i>Maggie M. Czech 1/15/25</i>	

2024
Local Health Maintenance
1168

STARTING BALANCE AS OF January 1ST, 2024	\$64,855.00
TOTAL RECEIPTS:	\$64,855.00
Disbursements:	
PERF:	\$18,918.61
FICA/ SS/ MEDICARE:	\$11,729.39
GROUP INSURANCE:	\$11,500.00
This Fund 1168 is being used up for Perf Fica and Group Insurance until its depleted, as this fund 1168 is going away. As of now Edwina, perf & fica and group Ins is being paid out of this 1168 Fund.	
TOTAL DISBURSEMENTS:	\$22,707.60
My Balance:	\$42,148.00
Balance: December 31st, 2024	\$42,148.00
This report submitted by:	Maggie M. Czefc 1/15/25

8912 CARE FUNDS FORM COVID-19

	A	B	C
1	2024 8912 CARES FUND ACCOUNT COVID-19 MONEY		
2			
3			
4			
5			
6	Balance: October, November, December 2024	\$82,038.57	
7			
8			
9			
10			
11			
12	TOTAL RECEIPTS:	\$82,038.57	
13	Disbursements:		
14	PRINTING & ADVERTISING: 33200.00000.0610		
15	EQUIPMENT 36100.00000.0610		
16	CONTRACTED SERVICES 38010.00000.0610		
17	COM HARWARE & SOFTWARE 40460.00000.0610	\$78.33	
18	PATIENT CARE SERVICES 44700.00000.0610		
19	REPAIR MAINTINANCE 34801.00000.0610	\$157.50	
20	MISC SERVICES & CHARGES 34800.00000.0610	\$647.60	
21			
22			
23			
24			
25			
26	TOTAL DISBURSEMENTS:	\$883.43	
27			
28			
29			
30			
31	Balance: December 31st, 2024	\$81,155.07	
32			
33			
34			
35	This report submitted by: Maggie Czech		
36	<i>Maggie M-Czech 1/15/25</i>		
37			
38			
39			
40			
41			

2025 Indiana Local Health Department Trust Account
 9102 000-5000-01
 Unappropriated

	A	B
1	2024 LOCAL HEALTH DEPARTMENT TRUST FUND ACCOUNT	
2	9102 000-5000-01 UNAPPROPRIATED	
3		
4	STARTING BALANCE:	\$5,652.06
5		
6	Balance: October, November, December 2024	\$5,652.06
7		
8		
9		
10		
11		
12	TOTAL RECEIPTS:	\$0.00
13		
14		
15		
16	Disbursements:	
17		
18	FULL TIME NURSE No nurse	
19	SS/MED	
20	PERF	
21		
22		
23		
24		
25		
26	TOTAL DISBURSEMENTS:	\$0.00
27		
28		
29		
30		
31	Balance: As of DECEMBER 31TH 2024	\$5,652.06
32		
33		
34		
35	This report submitted by Maggie Czech	
36		
37	<i>Maggie M. Czech</i>	1/15/25

Doses Administered

Page 1 of 1

Report Date: January 21, 2025

Report Criteria

Organization: 1 - PUBLIC HEALTH

Date Range: 10/01/2024 Through 12/31/2024

For Patients Seen at: PULASKI COUNTY HEALTH DEPT [Facility]

For Patients With Funding Code: All Funding Sources

Pin #P00166

Doses Administered

Page 1 of 1

Report Date: January 21, 2025

Report Criteria

Organization: 1 - PUBLIC HEALTH

Date Range: 01/01/2024 Through 12/31/2024

For Patients Seen at: PULASKI COUNTY HEALTH DEPT (Facility)

For Patients With Funding Code: All Funding Sources

PIIn #P00166

Description	Less Than 1 Year	1 Year	2 Years	3-5 Years	6 Years	7-10 Years	11-12 Years	13-18 Years	19 Years & over	Totals
COVID-19, mRNA, LNP-S, PF, Iris-sucrose, 10 mcg/0.3 mL	0	0	0	1	0	4	1	0	0	6
COVID-19, mRNA, LNP-S, PF, Iris-sucrose, 3 mcg/0.3 mL	1	2	2	1	0	0	0	0	0	6
COVID-19, mRNA, LNP-S, PF, Iris-sucrose, 30 mcg/0.3 mL	0	0	0	0	0	0	0	3	19	22
DTaP	3	13	10	9	2	0	0	0	0	37
DTaP,IPV,Hib,HepB	51	8	2	0	0	0	0	0	0	61
DTaP-Hep B-IPV	1	1	1	2	0	0	0	0	0	5
DTaP-Hib-IPV	16	1	1	1	0	0	0	0	0	19
DTaP-IPV	0	0	0	35	2	0	0	0	0	37
HPV9	0	0	0	0	0	19	55	35	0	109
Hep A, adult	0	0	0	0	0	0	0	0	4	4
Hep A, ped/adol, 2 dose	0	21	18	16	0	9	3	2	0	69
Hep B, adolescent or pediatric	3	0	0	1	1	1	0	0	0	6
Hep B, adult	0	0	0	0	0	0	0	0	2	2
Hib (PRP-OMP)	2	13	7	6	0	0	0	0	0	28
IPV	2	0	0	3	1	6	0	1	0	13
Influenza, split virus, trivalent, PF	8	5	4	7	1	13	5	5	22	70
MMR	0	11	2	5	0	0	0	0	0	18
MMRV	0	6	6	42	3	3	0	0	0	60
Meningococcal B, OMV (Bexsero)	0	0	0	0	0	1	11	67	0	79
Meningococcal MCV4O	0	0	0	0	0	0	4	2	0	6
Pneumococcal conjugate PCV20, polysaccharide CRM197 conjugate, adjuvant, PF	69	19	12	5	0	0	0	0	0	105
RSV, mAb, nirsevimab-alpha, 1.0 mL, neonate to 24 months	9	0	0	0	0	0	0	0	0	9
Tdap	0	0	0	0	0	10	65	30	16	121
meningococcal conjugate quadrivalent, MenACWY-TT (MCV4)	0	0	0	0	0	0	63	61	0	124
pneumococcal polysaccharide PPV23	0	0	0	0	0	0	0	0	3	3
rotavirus, monovalent	43	0	0	0	0	0	0	0	0	43
varicella	0	10	2	7	1	3	1	0	1	25
zoster recombinant	0	0	0	0	0	0	0	0	1	1
Totals	208	110	67	141	11	69	208	206	68	1088

2024 Activities & Interventions

June 2024

Rabies – 1

Tb skin test – 9

July 2024

Office sunscreen station – 15

Sharps container – 2

Locking med vials – 6

Lead screenings – 3

Rabies - 2 (negative)

Tb skin test – 15

Narcan kit – 1

August 2024

Sunscreen station - 12

Thermometer - 6

Sharps container – 1

Lead screenings – 8

Tb skin test - 22

September 2024

Nurse Family partnership – 4 sleep sacks & 2 pak-n-play donated - 09/11/2024

Sharps container - 2

Thermometers - 5

Face masks - 210

Lead screenings - 6

Tb skin test – 19

Covid tests – 10 boxes

Sleep sacks - 3

October 2024

2024 Activities & Interventions

Thermometer – 11

Face masks – 345

-donated 800 masks to PEAK

Lead screenings – 3

Covid tests – 72 boxes

TB skin tests - 1

Sleep sacks - 1

Narcan kit – 4

Parkview Haven Respiratory clinic 10/15/24 – 3 clients

Head Start B/P screening 09/10/2024 – 6 students

November 2024

Saturday vaccine clinic PCHD 10/09/24 - 5 clients

Covid tests – 57 boxes

Face masks – 81

TB skin tests - 3

Sleep sacks – 1

First aid kits - 40

December 2024

Medaryville mobile clinic – 6 ppl (10 vaccines)

HeadStart B/P screening 12/10/2024 – 1 student

HeadStart presentation - 8 parents

Covid tests – 46 boxes

Sleep sacks – 1

Thermometer – 1

Hand sanitizer – 23 containers

TB skin tests - 5

Sharps container – 1

Masks – 149

2024 Activities & Interventions

Lead screenings – 3

Rabies - 2 (negative)



PULASKI COUNTY HEALTH DEPARTMENT

Marie Roth
School Liaison / Prevention Coordinator
mroth@pulaskicounty.in.gov
574 946 6080 X323
125 S Riverside Drive – Winamac, IN 46996
www.in.gov/localhealth/pulaskicounty/

SCHOOL LIAISON DECEMBER 2, 2024 – JANUARY 22, 2025

ACTIONS:

EXPLORED IDOH RESOURCES AND PROGRAMMING BEING IMPLEMENTED BY SCHOOL LIAISONS THRUOUGHOUT THE STATE

CREATED AND REMITTED NEEDS ASSESSMENT SURVEY TO SCHOOL PERSONNEL AT EASTERN PULASKI AND WEST CENTRAL SCHOOL CORPORTATIONS

COLLABORATED WITH COMMUNITY MEMBERS REGARDING CURRENT PROGRAMMING AND IDEAS FOR FUTURE PROGRAMMING TO IMPROVE HEALTH, WELLNESS, MENTAL HEALTH, AND SUBSTANCE ABUSE ISSUES IN OUR SCHOOLS AND COMMUNITY

BEGAN HAND – OVER OF COORDINATOR DUTIES FOR THE DRUG FREE COUNCIL / LOCAL COORDINATING COUNCIL

COORDINATED WITH DR DAY TO SECURE FREE EPI-PENS FOR EASTERN PULASKI SCHOOLS

TRAINING:

JANUARY 16, 2025
TOBACCO PREVENTION AND CESSATION COMMUNITY GRANTS *SEE ATTACHED*

JANUARY 22 – 23, 2025
GRANT WRITING SKILLS & ALTERNATIVE FUNDING STREAMS

UPCOMING:

CPR – FIRST AID TRAINER CERTIFICATION

COORDINATE WITH SCHOOL PERSONNEL TO SECURE SERVE SAFE PROGRAM FOR STUDENTS

COMPLETE SURVEY ASSESSMENT AND SET IN PERSON MEETINGS WITH SCHOOL PERSONNEL AT EASTERN PULASKI AND WEST CENTRAL SCHOOL CORPORTATIONS

CONTINUE TO DEVELOP MY KNOWLEDGE AND SKILLS IN THIS NEW ROLE BY ACTIVELY PURSUING ADDITIONAL TRAINING OPPORTUNITIES TO FULLY GRASP MY RESPONSIBILITIES

Dr. Tim Day – Health Officer
Edwina Guffey – EHS / Administrator
Maggie Czech – Registrar / Bookkeeper
Stephen Newcomer – Health Nurse

2024 – 4th Quarter Report - Environmental Report

January 23, 2024

Well Water

- Permits Issued – 8 / YTD – 29

Septic

- Permits Issued – 9 / YTD – 36
- Final On-Site System Inspections – 8 / YTD – 29
- On-Site System Layouts – 0
- OSS Approval Letters to connect to the existing system – 5 / YTD – 11
- Soil Reports received – 9 / YTD – 41

Environmental Complaints

- Complaints Received – 1 / YTD – 29
 - a. All complaints must be in writing
 - b. A new complaint form on our website

Foods

- Issued – 6 Permits / YTD – 144
- Brick & Mortar Inspections – 24 / YTD – 27
- Brick & Mortar Complaints – 1 / Investigated YTD – 2
- Food Trucks Inspections – 6 / YTD – 51
- Plan & Review/Food Truck – 2 / YTD – 3
- Plan & Review/Pop up Temporary – 1 / YTD – 2
- Plan & Review / Brick & Mortar – 2 / YTD – 2

A new IAC 410-726 Retail Food Code is still in the works
New ordinance for OSS Systems - 2025

2024 – 4th Quarter Report - Administrative Report

Primary Goals & Areas of Growth

- Implementing forms and SOPs for all Departments
- Purging and updating files – 600 lbs. picked up from Shred-it December 2024
 - a. Destruction Records sent to Clerk's office December 2024
- Health Department Partnerships – Updating information
- Rebranding / Remodeling the Health Department
 - a. Painting – should be completed 2.3.25
 - b. Moving Vital Records & School Liaison to Suite 220
 - c. Moving the Nursing Department to Suite 205
 - d. Utility Room for Vaccine Storage and Medical Supplies
 - e. Nursing Department will have 2 – private patient rooms
 - Coming soon – Lead and STD testing at the Health Department
 - f. Vinyl Plank Flooring for patient rooms & utility room
 - g. Handwashing sink in patient room
 - h. Outside Sign – Information sign
 - i. Our department's remodel/rebranding will be of no cost to the county; we have funding through old grants that can be used.
- New IAC 410-726 Retail Food Code still in the works
- New ordinance for OSS Systems - 2025

Summary

HFI Funding has created more administrative work. Much of my time is spent on data entry, tracking Core Services and KPIs, and several meetings and training sessions needed to meet IDOH regulations. We received the County's approval to contract a Septic Permit Officer—new hire Brad Collins with Collins Septic Services, North Judson, and Bill Carr with Autumn Builders, Rensselaer. Also, we received the County's approval to contract an Emergency Preparedness Coordinator—new hire Ken Boswell, Winamac. We are excited for them to join our Team!

Services /Accomplishments made with 2024 HFI Funding – \$170,318.12

- 11 – Sun Stations distributed to our County/Towns at Ballparks, the Boat Launch, and both School Cooperations
- 2 – Towns & State Park – Vector Control for additional Mosquito Spraying
- Promoting Public Health at County Festivals and Fair
- PCHD - Gear
- Pulaski County Farmer's Market
- Parkview Haven - Francesville Farmer's Market
- Recovery Café
- Pulaski County Community Foundation
- Pulaski Memorial Health Navigator
- Pulaski County Community Navigator

Quarterly Meetings with Pulaski Memorial Hospital & Community Partners –
Focusing on services offered through each partner so we can work together, promote, and provide services without overlap.

2025 County Budget - \$199,620.00; salary and benefits for the 3 – positions needed to have a county Health Department plus salary for Health Board.

2025 HFI Funding - \$329,167.47

We will share our plan of action for the 2025 HFI funding at our next board meeting on Thursday, April 24th, at 5:30 pm.

Ribbon Cutting / Open House - Francesvile branch office at Parkview Haven Wednesday, February 19th, 11 am – 2 pm

Respectfully submitted,



Edwina L. Guffey - EHS Administrator

Health First Indiana: Pulaski County

Pulaski County Scorecard

Metric	Indiana Rate	Pulaski County Rate	Pulaski County Rank
Adult Obesity	44%	46.6%	#49
Children <3 Years Old Completing Recommended Vaccine Series	62.9%	59.8%	#73
Infant Mortality Rate	6.7	11.2	#79
Life Expectancy	75.6	72.5	#88
Opioid Overdose Rate	25.07	29.0	#77
Smoking Rate	17.9%	29.6%	#90
Smoking Rate During Pregnancy	6.6%	Not available	Not available
Suicide Rate	15.77	25.7	#89
Years of Potential Life Lost Due to Injury (Age-Adjusted)	2527.14	5351.1	#92

County-Level KPIs

Reduce the rate of adult obesity by 1% from 46.6% in 2018-2023 to 45.6% in 2028-2033

Reduce the rate of suicides in Pulaski County from 25.7 in 2018-2022 to 12.9 in 2025-2029

Reduce the adult smoking rate in Pulaski County from 29.6% in 2018-2022 to 27% by 2027

Activities

Chronic Disease Prevention

PCHD will offer nutrition education programs.

Trauma and Injury Prevention

PCHD will offer mental health awareness programs.

Tobacco Prevention

PCHD will offer tobacco prevention education programs.



