

MINUTES AND MEMORANDA
ST. JOSEPH COUNTY BOARD OF HEALTH

February 19, 2020
Regular Meeting

Present at the Meeting:

Heidi Beidinger-Burnett, Ph.D, MPH	President
Jason Marker, MD.	Vice President
Emily Dean	Member
Ilana T. Kirsch, M.D., FACOG	Member
Michelle Migliore, DO	Member
Amy Murray, MSN, RNC	Member

Also Present at the Meeting:

Robert M. Einterz, M.D.	Health Officer
Mark D. Fox, M.D., PhD, MPH	Deputy Health Officer
Jennifer S. Parcell	Executive Administrative Asst.
Mark Espich	Environmental Director
Brett Davis	Environmental Health Asst.
	Director
Carolyn Smith	Food Services Director
Christine Hinz	Director of Nursing
J. David Keckley	Attorney for Department of Health

I. CALL TO ORDER

Board President, Dr. Beidinger-Burnett called the February 19, 2020 Regular Board of Health Meeting to order on February 19, 2020 at 4:30 p.m.

II. ADOPTION OF THE AGENDA

On motion made by Dr. Kirsch, seconded by Emily Dean, and unanimously approved, the agenda for the February 19, 2020 Regular Meeting of the Board of Health was adopted as presented.

III. APPROVAL OF THE MINUTES

On motion made by Dr. Marker, seconded by Dr. Migliore, and unanimously approved, the Minutes of the January 15, 2020 Regular Meeting of the Board of Health were approved as presented.

IV. BOARD ANNOUNCEMENTS

Dr. Beidinger-Burnett announced that Dr. Einterz assumed the duties as the St. Joseph County Health Officer as previously scheduled on February 17, 2020 and introduced Dr. Einterz to the Board of Health Members.

Dr. Beidinger-Burnett also thanked staff members that were in attendance at this meeting.

V. INTERIM HEALTH OFFICER PRESENTATION and REPORT:

20-07 Discussion and Vote on January 2020 Health Officer's Report

Dr. Fox asked Board Members to note the new format as well as the title: Health Officer's Report of Unit Activities. The categories include Environmental Health; Epidemiology/Emergency Preparedness; Finance; Food Services; Health Outreach, Promotion and Education (HOPE); Nursing (to include Lead Report December 2019); and Vital Records. An appendix referred to as "Financials" included a statement of each of the individual Grant accounts being maintained by the Department of Health.

Dr. Fox reported that he has been in contact with representatives from the Indiana State Department of Health, as well as the CDC, with regards to the coronavirus preparation. He will also stay in contact with the Notre Dame Student Health Facility in their search for a new medical director. At issue will be monitoring any staff or student that may have recently traveled to China.

Public Health nurses will also work closely with the State Department of Health to have the latest information with regards to the transportation and treatment with individuals who have this virus. To date there have been no active cases in Indiana.

Dr. Fox noted that there was an early spike in influenza cases before the holidays and cases have declined during January. Cases are now increasing.

He also noted that our Epidemiologist/Emergency Preparedness Director, Betsy McCue, has resigned to take a new position in Idaho which offers an increase in pay and closer to her family. He is considering a realignment with regard to the duties of this position and will perhaps add a staff position with regards to the responsibilities of this department.

He reported that the Mishawaka office opened January 2nd and the feedback has been positive. Vital Records staff the Mishawaka office Monday through Friday, and nurses are available to provide vaccinations Monday, Wednesday and Friday. Business is steady with 29 patients seen in Mishawaka in January, and 171 patients seen in South Bend. A total of 405 vaccinations were given.

VaxCare continued with their set-up phase in February and should be available in March.

The December 2019 Lead Report was reviewed with Board Members. 418 tests were administered which shows an increase of 16% for the year. There are 56 children in case monitoring. The number of tests and the Pb Level of each test are included in the Report.

Lead risk inspections have increased significantly, and the Environmental Health Unit is now current with the request for testing.

The Nursing Unit is working with South Bend Community School nurses to implement the recent policy change to require evidence of lead testing for children entering kindergarten or first grade. A meeting is also scheduled next week to address how the Department of Health might assist, perhaps with the use of our mobile unit, the requirement that students have the appropriate vaccinations as required by State law. A non-compliance list of students has been reduced significantly. Work continues to improve the data-base to track children receiving vaccinations and lead testing.

Dr. Beidinger-Burnett thanked Dr. Fox for his service as the Interim Health Officer and his continuing responsibilities as Deputy Health Officer.

She looks forward to working with Dr. Einterz and Board Members to raise the visibility of the Department of Health in the community with a vision of improving the quality of health for all households residing in St. Joseph County. She also looks forward to initiating partnerships with other organizations and schools to determine how the Board of Health might be of support and assistance in addressing the health needs of the community.

VI. NEW BUSINESS:

20-08 Water Resources Advisory Board Update

Board Member John Linn was unable to attend this meeting. Environmental Health Director Mark Espich explained that he has met with Mr. Linn to review the membership criteria for both the Water Resources Advisory Board and the On-Site Wastewater Advisory Board. He explained that the purpose of the boards is not to set policy but rather to review the respective ordinances and make recommendations as to any changes that might be needed. Dr. Beidinger-Burnett indicated that there may be individuals associated with Notre Dame that would be interested in serving on these boards and she will send Mr. Espich information.

It is anticipated that an update will be provided at the next meeting.

20-09 Committee Appointments

Board of Health Committee Membership for 2020 will include:

Finance Committee: Dr. Heidi Beidinger-Burnett; Dr. Jason Marker; John Linn; Amy Murray and Dr. Michelle Migliore

Personnel Committee: Dr. Heidi Beidinger-Burnett; Dr. Jason Marker; Dr. Ilana Kirsch and Emily Dean

Appeals Committee: Dr. Heidi Beidinger-Burnett and Dr. Jason Marker

20-10 Unit Spotlight: Food Services – Carolyn Smith

The Director of Food Services, Carolyn Smith, provided a power-point presentation to Board Members to include information about the eight members of her department; the scope of

inspections; frequency of inspections; number of annual permits issued in 2019 (1,475 for food service; 339 for food store; 14 for mobile food trucks); the timing and nature of inspections; how complaints are handled and how abatements – corrective action is taken; the noted increase in temporary food establishment inspections the past three years to include staff working every weekend from March through November in 2019; and pool inspections. Goals for 2020 include:

1. Up-grade field equipment to fully activate mobile applications for Filemaker, our Integrated Permit Processing System.
2. County Ordinance Revisions.
3. Review and/or create documents for most commonly asked procedures.
4. Collaborate with HOPE for community-wide activities during National Food Safety month in September 2020.
5. Explore training/educational opportunities for inspection staff/recertification CPO.
6. Review fee schedule.

VII. OLD BUSINESS:

19-48 District 2 Harm Reduction Strategies to Reduce HIV Outbreak Risk and Relationship to Opioid Epidemic Update

Dr. Marker reported that the Marshall County Health Department Administrator has left the Marshall County Health Department and a replacement is being sought. She had taken the lead in coordinating the efforts to prepare a plan to be presented to the State legislature. There is a March meeting planned for representatives of the various District 2 health departments to continue to work on this project.

20-04 Establishment of a SJCDoH 501(C)3 Update

Dr. Fox reported that County Attorney, Jamie Woods, continues to work on this project and he will continue to work with Mr. Woods in developing the proposed by-laws and the necessary procedure to implement this fund. There needs to be further discussion with regards to the control of the fund and the process for authorizing expenditures from the fund.

VII. BOARD NOTIFICATIONS:

The Board noted the resignation of Epidemiologist Elizabeth “Betsy” McCue, 02-19-2020 and wished her well in her future endeavors.

VIII. PUBLIC COMMENTS:

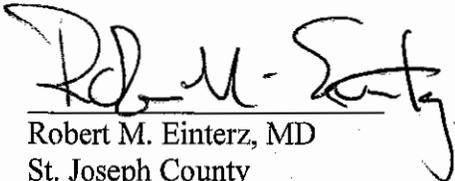
There was no public comment at this meeting.

IX. TIME AND PLACE OF NEXT REGULAR MEETING:

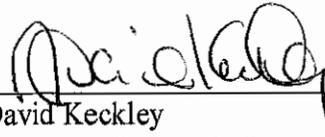
The next regular meeting of the St. Joseph County Board of Health is scheduled for Wednesday, March 18, 2020, at 4:30 p.m., at the St. Joseph County Department of Health, 8th Floor Board Room.

ATTEST:

Respectfully submitted,



Robert M. Einterz, MD
St. Joseph County
Health Officer



J. David Keckley
Attorney for St Joseph County Board of
Health