

**Meeting of the Board of Health
St. Joseph County Department of Health
8th Floor, County–City Building
Board Room**

**April 10, 2019
5:00 p.m.**

“The title VI Coordinator has made available at this meeting a voluntary Public Involvement Survey to collect demographic data to monitor and demonstrate St. Joseph County’s compliance with its non-discrimination obligations under Title VI and Federal Regulation 23CFR 200.9(b)(4), and more importantly, ensure that affected communities and interested persons are provided equal access to public involvement. Compliance is voluntary. However, in order to demonstrate compliance with the federal regulation, the information requested must be documented when provided. It will not be used for any other purpose, except to show that those who are affected or have an interest in proceedings or the proposed project have been given an opportunity to provide input throughout the process.”

I. AGENDA AND MINUTES

It is recommended that this agenda for the April 10, 2019, meeting of the Board be adopted as presented.

Motion by _____ Seconded by _____ Vote _____

APPROVAL OF THE MINUTES OF THE MARCH 20, 2019, REGULAR MEETING OF THE BOARD:

Motion by _____ Seconded by _____ Vote _____

II. HEALTH OFFICER ORAL REPORT

III. DEPUTY HEALTH OFFICER ORAL REPORT

IV. NEW BUSINESS

19-14 Discussion and Vote on February, 2019 Health Officer’s Report

19-15 Petition to ISDH to change its rule related to the threshold by which health department’s initiate case management for children

V. OLD BUSINESS

17-07 SJCHD Lead Action Plan Update

19-06 Position of Executive Administrative Assistant

19-12 Nominations to the Advisory Boards

19-13 Assistant Manager – Vital Records - Compensation

VI. BOARD NOTIFICATIONS:

1. Hirings:

Kara Dishman, Environmental Health Specialist, effective April 1, 2019

Aaron Fox, Immunization Nurse, effective April 22, 2019

2. Resignations: None

3. Retirements: None

4. Terminations: None

VII. PUBLIC COMMENT (3 Minute Limit)

VIII. TIME AND PLACE OF NEXT REGULAR MEETING

May 8, 2019 - 5:00 p.m.

St. Joseph County Department of Health Board Room

CLOSE OF MEETING

MINUTES AND MEMORANDA
ST. JOSEPH COUNTY BOARD OF HEALTH

March 20, 2019
Regular Meeting

Present at the Meeting:

Dale Deardorff, M.D.	President
Heidi Beidinger-Burnett, Ph.D., MPH	Vice President
John Linn	Member
Jason Marker, M.D.	Member
Emily Dean	Member
Ilana Kirsch, M.D. FACOG	Member
Sharon Imes, RN, MSN	Member

Also Present at the Meeting:

Luis Galup, M.D.	Health Officer
Mark Fox, M.D.	Deputy Health Officer
Amy Ruppe	Finance Manager
Brett Davis	Environmental
Mark Espich	Environmental Director
Betsy McCue	Epidemiology
Christine Hinz	Nursing Director
Carolyn Smith	Food Services Director
Ericka Tijerina	Vital Records Director
Karen Flanigan	Food Services
J. David Keckley	Attorney for Health Department

I. AGENDA AND MINUTES:

Dr. Deardorff recommended that one item be added to tonight's agenda under New Business as follows:

19-13 Assistant Manager – Vital Records – Compensation.

On motion made by Dr. Beidinger-Burnett, seconded by John Linn, and unanimously approved, the agenda for the March 20, 2019 regular meeting of the Health Board was adopted as amended.

On motion made by John Linn, seconded by Dr. Beidinger-Burnett, and unanimously approved, the Minutes of the February 13, 2019 Regular Meeting of the Board were approved.

II. HEALTH OFFICER ORAL REPORT:

1. St. Joseph Regional Medical Center has recently reviewed the cost of x-rays charged to the Health Department under a verbal agreement entered many years ago. They are now asking the Health Department to sign a contract as a provider that will require the Health Department to accept the Medicare prevailing fee for x-rays in our contract investigations. This fee is 220% of what they are currently charging for that service. Dr. Galup has requested that they reconsider this request but he has not yet received an answer. He will keep Board Members advised.
2. The 2019 budget for the Health Department has been approved by DLGF without modification.
3. Dr. Galup recently attended a training meeting which addressed the requirements to be in compliance with the Title VI of the Civil Rights Act of 1964. This federal statute prohibits discrimination based on race, color, or national origin in programs and activities that received federal financial assistance. Dr. Galup received documentation and materials necessary to demonstrate compliance, to include a voluntary survey for clients, periodic training of personnel and a Limited English Proficiency Program. Board members were given a copy of these materials. He also explained that a disclaimer will appear at the bottom of all public meeting notices indicating that persons with disabilities or non-English speaking persons who wish to attend any meeting and need assistance should contact the support services coordinator with information about that process. A Title VI liaison will be designated to collect and keep the required documentation. The training program for Health Department personnel will also be scheduled.
4. It appears the Health Board will need to nominate individuals to serve on the Water Resources Advisory Board to include a physician; a biologist; a chemist; a certified professional geologist competent in hydrogeology; and a person competent in hazardous substance management.

Also, nominations to the Waste Water Advisory Board are necessary to include a hydrogeologist; a biologist, health scientist or earth scientist; a member currently employed by municipal water or waste water treatment works; and a member at large.

Board Member John Linn will assist Dr. Galup in finding individuals willing to serve on these Advisory Boards.

5. Dr. Galup noted that there will be a presentation at this meeting by Mr. Francisco Fotia, St. Joseph County Department of Infrastructure, Planning and Growth, with regards to the Health Department's move to the Law Building noted under New Business. The County Commissioners have made this decision which addressed factors to include the financial side consisting of the "fiscal cliff" facing us for the 2020 budget, coupled with the desire of the city to expand either in the County-City Building or elsewhere. He further explained that the Law Building is an old building with significant problems and shortage

of space. However, this space can be sub-divided by partitions. The County Commissioners do not need the Board of Health approval or permission, but they would like our acceptance.

III. DEPUTY HEALTH OFFICER ORAL REPORT:

1. Lead Initiative.

Dr. Fox distributed the lead report for tests drawn between January 1, 2019 and January 31, 2019. He reviewed with Board Members the information contained in this report and answered questions regarding the action taken if the result is above a 10.0 10.0 mcg/dl Pb Level. Also the action taken if a test is between 5.0 and 9.9 10.0 mcg/dl Pb Level. There are currently 32 children receiving case management services and 93 children receiving case monitoring services.

The next lead testing event will occur at Harrison Elementary. The Medical Foundation will be conducting the testing and Health Department personnel will be distributing educational materials. There will be another lead testing event in May at Lincoln Elementary.

He also reviewed the services being provided through the \$10,000.00 ISBH grant, referred to as "Lead Free by 3".

2. Immunizations.

Due to the discharge of an immunization nurse, there is a vacancy to fill. He noted that there was a forty percent increase in patients receiving immunizations at the Health Department Clinic in January which may have been due in part to expanded hours and availability of staff.

IV. NEW BUSINESS:

19-07 Move to the Law Building – report of Dr. Ilana Kirsch.

Dr. Kirsch referenced a summary of her investigation and concerns regarding the Health Department's move to the Law Building which she e-mailed to Board Members prior to this meeting.

Mr. Francisco Fotia, representing the County Department of Infrastructure, Planning and Growth, gave to Board Members a copy of the preliminary floor plan for the renovation of the Law Building to accommodate the Health Department. He explains that there have been several meetings with the Health Department Division directors and the Health Officer to review and revise this floor plan.

Dr. Beidinger-Burnett noted that this matter had not been before placed on the Board's agenda and although it appears that discussions and planning have been ongoing for the past two years, it was only very recently that the Board learned of this project. Given the nature of tonight's presentation, it certainly appeared to her that this was a "done deal" and the Board has not been involved in this process. She and other Board Members expressed concerns to include a lack of technology plan for this area; the lack of space for any future growth within the Health Department; lack of parking; air quality in this building; and the age of the current heating and air conditioning units.

Mr. Fotia assured Board Members that these concerns had been and will continue to be addressed as the planning moves forward for this project. He anticipated that bids will be received in early May, a vote for funding will occur in June, and the renovation work will then begin. Anticipated move would be sometime in the first quarter of 2020.

The Board thanked Mr. Fotia for his presentation but declined to provide an official response at this time. Dr. Deardorff will continue to monitor this project.

19-08 Discussion and Vote on 2018 Annual Report.

Betsy McCue prepared the 2018 Annual Report with the help of both Dr. Galup and Dr. Fox together with all department directors. Department directors were in attendance at this meeting to answer questions regarding the information contained in the report. Board Members reviewed and made recommendations for revisions and corrections in order to clarify various sections of the report to include sections pertaining to food services, nursing and vital records. The revisions and corrections were duly noted by Betsy McCue. Upon motion made by Dr. Beidinger-Burnett, seconded by Sharon Imes, and unanimously adopted, the 2018 Annual Report, as revised, was approved.

19-09 Discussion and Vote on January, 2019 Health Officer's Report.

Board Members reviewed the January, 2019 Health Officer's Report and noted that there appears to be a shift away from school presentations with regards to the Health Education Department with more involvement and collaboration with various community agencies and organizations. Also, it appears that information regarding TB case management has changed.

Dr. Beidinger-Burnett again requested that Dr. Galup consider revising the format style of the Health Officer report as to the information contained in the report.

On motion made by Dr. Marker, seconded by Sharon Imes, and unanimously adopted, the Report was approved.

19-10 Selection of Vehicles RFP.

Dr. Galup reported that five proposals were received and reviewed. Board members were given an outline sheet regarding the specifics of each proposal.

Dr. Galup will be pursuing proposal #5 which was the proposal by Enterprise. This proposal comes within our 2019 budget but additional negotiations are necessary to include whether the Health Department will purchase the vehicles at the end of the lease period or return the vehicles. He recommends that the vehicles be purchased which is referred to as an “open” lease.

Proposal #1, which was submitted by Gates Chevrolet, will be considered if the Enterprise proposal does not work.

On motion made by John Linn, seconded by Dr. Marker, and unanimously adopted, the Board directed Dr. Galup to continue his negotiations with the vehicles RFP proposals and notify Board Members by e-mail correspondence of the outcome of the negotiations.

19-11 Selection of Executive Administrative Assistant Applications.

The Personnel Committee met prior to the Board Meeting and reviewed the applications submitted for the Executive Administrative Assistant position.

The Personnel Committee recommends that Dr. Galup, Dr. Fox and Amy Ruppe interview at least three of the qualified applicants as noted by the resumes and report their recommendations to the Personnel Committee. The Personnel Committee will again meet April 10, 2019 at 4:00 p.m. prior to the Board Meeting to further review this matter.

19-12 Nominations to the Advisory Boards.

This item was addressed in the Health Officer Oral Report as noted above.

19-13 Assistant Manager – Vital Records – Compensation.

Vital Records Director Ericka Tijerina brought to the Board’s attention that the Assistant Director hired in December is paid less than the other Assistant Directors within the department notwithstanding that the compensation for this position was increased approximately \$6,000.00 as part of the 2019 budget.

Dr. Deardorff requested that Ms. Tijerina provide additional information to include the job description, listing of responsibilities and comparison to other departments and the Board will continue to review this matter next month.

V. OLD BUSINESS:

17-7 SJCHD Lead Action Plan Update.

This item was contained in the Deputy Health Officer Oral Report as noted above.

Dr. Heidi Beidinger-Burnett reminds Dr. Fox that he is working on revising the format and information to be included in the Lead Action Report and would ask that he submit a draft of this revised report by the next Board Meeting.

VI. BOARD NOTIFICATIONS:

The Board acknowledged the termination of an immunization nurse during her probationary period.

VII. PUBLIC COMMENTS:

There were no public comments at this meeting.

VIII. TIME AND PLACE OF NEXT REGULAR MEETING:

The next regular meeting of the St. Joseph County Health Board is scheduled for Wednesday, April 10, 2019, at 5:00 p.m., at the St. Joseph County Department of Health, 8th Floor Board Room.

ATTEST:

Respectfully submitted,

Luis N. Galup, M.D.
St. Joseph County Health Officer

J. DAVID KECKLEY
Attorney for St. Joseph County Health
Board

Tests drawn February 1, 2019 – February 28, 2019

<i>Pb Level (ug/dL)</i>	<i>Venous</i>	<i>Capillary</i>	<i>Total</i>	<i>Duplicate Tests</i>
0-4.9	61	375	436	-3
5-9.9	5	13	18	-1
10-19.9	0	4	4	0
20-29.9	0	2	2	0
30-39.9	0	0	0	0
40-49.9	0	0	0	0
≥50	0	0	0	0
<i>Total</i>	66	394	460	4

Test Levels (ug/dL)	Percentage of Confirmatory Tests
0-4.9	14%
5-9.9	28%
≥10	0%

2019: YTD=823

2018: YTD=648

Zip Codes

46601	1 elevated
46613	1 elevated
46614	1 elevated
46615	2 elevated
46617	4 elevated
46619	4 elevated
46628	3 elevated
46637	3 elevated
46544	2 elevated
46545	1 elevated

*An "elevated" case is any test greater than or equal to 5 ug/dL

Environmental Health Division – February 2019

	February 2019	YTD 2019	YTD 2018
SEPTIC PROGRAM			
Residential - New Construction			
A. Inspections	14	26	26
B. Consultations	0	0	5
Residential - Replacement			
A. Inspections	39	85	52
B. Consultations	0	3	4
Commercial			
A. Inspections	0	0	3
B. Consultations	0	0	0
C. Cluster System Inspections	0	0	3
SUBDIVISION PROGRAM			
A. Health Officer Reports	1	4	6
B. Subdivision Reviews	1	3	8
C. Rezoning and Replat Reviews	1	2	6
WELLHEAD PROGRAM			
A. Inspections Performed	5	8	15
WELL DRILLING PROGRAM			
Residential			
A. Inspections	11	24	26
B. Well Abandonments	13	27	28
Commercial			
A. Inspections	0	0	0
B. Well Abandonment Inspections	0	1	0
SOURCE WATER PROGRAM			
A. Phase I Inquiries	4	14	26
B. Spill Responses	0	0	0
C. Meth Lab Occurrence Response	0	0	0
D. Other Source Water Inspections	1	1	5
SURFACE WATER PROGRAM			
A. Surface Water Sampling	0	0	0
LEAD PROGRAM			
A. HUD Lead Inspections	0	0	1
B. Lead Risk Assessments	5	11	2
C. Public Information Events	2	6	0
D. Children Tested for Lead Levels*	363	675	669

CAFO PROGRAM

A. Inspections Performed	0	0	0
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AIR QUALITY PROGRAM

A. Indoor Air Quality Investigations	0	0	0
B. Mold Investigations	0	0	0

VECTOR PROGRAM

A. Larvicide Swimming Pools/Stagnant Water	0	0	0
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HEALTHY HOMES PROGRAM

A. Total Complaints	9	19	4
B. Dwellings Declared Unfit	1	3	0

MASSAGE

A. Establishment Inspections	10	12	1
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TATTOO/BODY PIERCING PROGRAM

A. Inspections Performed	0	2	22
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COMPLAINTS / INVESTIGATIONS

A. Trash	5	5	6
B. Sewage	3	3	8
C. Water (ditches, lakes, ponds & swells)	2	2	2
D. Motels/Hotels	0	0	0
E. Burning	2	2	0
F. Other	1	1	5

ABATEMENT LETTERS

A. Abatement Letters Sent	12	46	30
B. Immediate Threat to Public Health Letters Sent	2	5	7
C. Impending Legal Action Letters Sent	1	1	18

* Due to time lag of State Database System, the Lead testing numbers are one month behind.

Staff and Issues:

Received a \$10,000 grant from ISDH to increase screening and testing of children living in the high-risk census tracts and increase provider and clinical staff engagement. The project is titled "Lead Free by 3".

Staff attended the 2019 Onsite Sewage Systems Program's Annual Winter Meeting.

A. Epidemiology / Bioterrorism

a. Epi

1. Continued monitoring influenza cases for 2018-2019 season
2. Analyzed Opioid Related Deaths
3. Continued work on Overdose Response Grant Project – prepared reports and attended stakeholder meetings
4. Chaired Child Fatality Review Meeting on February 13th – prepared cases and wrote reports, coordinated logistics
5. Met with state representative and Sharon Burden about overdose fatality review teams. Scheduled Informational Meeting
6. Attended FIMR steering committee meeting
7. Interviewed candidates for Overdose Response project internship
8. Began collecting reports from other divisions to compile the annual report

B. Emergency Preparedness

1. Attended District2 meeting in Plymouth
2. Attended LHD meeting in Plymouth
3. Five presentations on MRC opportunity at Ivy Tech and St. Mary's
4. Three meetings on closed POD opportunity at South Bend Clinic, St. Mary's, and Ivy Tech

Health Officer's Report
Finance Division
February 2019

- Advertise Request for Proposal for leasing of 14 vehicles
- Items receiving 1st reading and sub-committee from the County Council:
- Items receiving final approval from the County Council:
 - Salary Amendments and Transfers:
 - From Communications Supervisor to Executive Secretary
 - From Env/Food Specialist to Asst Director Environmental Health
 - From Food Services Supervisor to Director of Food Services
 - From Env/Food Specialist to Asst Director Food Services
 - From Health Educator to Director of Health Education
 - Appropriations:
 - Health Local Health Services Grant (use of carryforward)
 - Health Trust Fund
 - County-Wide Lead Initiative (unspent 2018 funds)
 - County-Wide Lead Initiative (donation from City of South Bend)
 - Salary Amendment and Appropriations:
 - Health Local Health Services Grant
 - Health Trust Fund (use of carryforward)

February

	Month	YTD 2019	YTD 2018	Difference
<u>Food Store Complaints</u>	4	4	2	100.0%
<u>Food Service Complaints</u>	13	27	27	0.0%
Civil Penalties	0	0	0	
Health Officer Hearings	0	0	0	
Abatements Correspondence	2	5	7	-28.6%
<u>Possible Foodborne Illness Investigations</u>	0	1	1	0.0%
<u>Opening Inspections</u>	14	54	35	54.3%
<u>Inspections</u>	238	394	285	38.2%
<u>Plan & Review/New Constr./Remodel</u>	1	2	8	-75.0%
Fire Investigations	0	0	4	-100.0%
# Establishments Requested to Close	1	1	0	
Number of Temporary Events	9	12	9	33.3%
<u>Temporary Inspections</u>	8	17	42	-59.5%
<u>Mobile Inspections</u>	0	3	40	-92.5%
Meetings	5	8	2	300.0%
Smoking Information				
<u>Smoking Complaints</u>	0	0	0	
<u>Smoking Appeals Hearings</u>	0	0	0	
Pool Information				
<u>Pool Inspections</u>	0	0	7	-100.0%
<u>Pool Consultations</u>	0	2	1	100.0%
<u>Pool Complaints</u>	0	0	1	-100.0%
<u>Pool Closings</u>	0	0	2	-100.0%

Due to the office being closed, on January 30th & 31st for inclement weather, the January 31st permit renewal deadline was extended through 4PM on February 4, 2019. Still, late fees totaling \$ 9,782.25 were assessed and collected from establishments whose permits had not been renewed by the end of the extended deadline.

394 total routine inspections, performed in January and February, represents a 38.2% increase over the 285 routine inspections completed during the first two (2) months of 2018. With all Food Safety Inspection Officer (FSIO) positions filled, there has been an increase in the total number of routine inspections the division has been able to perform.

Changes in the definition and fees for food delivery vehicles, as found in the Chapter 117 – St. Joseph County Food Establishments - Code of Ordinance, were drafted and submitted to the County Council. With the proposed change, some food delivery vehicles will no longer be required to have an approval from or be inspected by the Health Department. The changes have been proposed because we lack the staff resources to oversee the constant vehicle and driver changes that reportedly occur within the numerous entities that now operate these services. Previously, Dine-In Delivery was the only service permitted in the SJCDH, however with Uber Eats, Door Dash and Grub Hub now in service, Dine-In Delivery has communicated concerns about being the only service required to hold permits to operate.

Health Education

February 2019

Presentation Topic	Total Number (Presentations)	Adult (age)	High School (age)	Middle School (age)	Elementary School (age)	Pre-School (age)
Wellness (Nutrition, Physical Activity, etc.)	21	12			1	8
Substance Abuse	1	1				
Communicable Disease	1	1				
STDS/Sexuality Healthy Relationships	11		11			
Chronic Disease	0					

Meetings-

Priority: *Substance Abuse (includes Mental Health, Trauma-informed community efforts)*

- **Trauma-informed community workgroup meeting;** organized by SJC Care (local system of care) held monthly; efforts include ACE interface trauma aware education and trauma informed community organization efforts; Director of Health Education chairs this group
- **SJC Cares monthly meeting;** Oaklawn coordinates our local system of care which is focused on youth mental health. Director of Health Education is a member of the consortium and is on executive leadership team. Monthly meetings include community updates and learning topics about trauma, etc.
- **PEPSA meeting;** local drug-free community meeting organized by AARC. Bi-monthly meeting to focus on community updates about substance abuse prevention, treatment, and recovery options.
- **ND Opioid Student Group;** campus-wide group wanting to get involved with the opioid epidemic specifically with education- discussed current efforts and ways to support dept of health and ways we could support them.
- **SB/Mishawaka Leadership;** Panel discussion on the opioid epidemic to leadership participants- discussed ways they can get involved in the community.
- **Overdose Response Plan meeting;** We hosted our first Stakeholder meeting for our overdose response plan project from ISDH. Group brainstormed ideas on education/training, overview of grant deliverables and expectations, and discussed current response actions.
- **DMHA Grant Planning meeting;** Upper room recovery, Oaklawn and PEPSA received a \$75,000 grant to develop a recovery hub- meeting was held to discuss grant objectives, needs, etc.

Priority: *Maternal/Infant Health*

- **FIMR Case Review Team meeting;** hosted by SJC Department of Health on bi-monthly basis to discuss infant and fetal cases.

- **FIMR Steering Committee meeting;** hosted by SJC Department of Health; first meeting of this group to discuss direction of FIMR efforts; focus of this meeting was on social determinants of health screening and referral and coordination of home visiting resources.
- **Nurse Family Partnership;** Meeting with Guy Fisher of Goodwill whom is the applying agency for the Nurse Family Partnership program for St. Joseph and Elkhart county. Guy was asking our opinion about need and community partners.
- **My Brother's Keeper Initiative;** spearheaded by the City of South Bend Mayor's office and Beacon Health System; meeting was to discuss our piece of the efforts-infant mortality and what next steps are in store for the initiative.

Priority: Lead Poisoning Prevention

- **Meeting with City of South Bend;** meeting to discuss lead testing efforts through school testing program, Rental Inspection Program, and HUD Grant.

Priority: Obesity

- **Meeting with Aliana Parish;** MACOG active transportation coordinator to discuss partnering with Reducing Obesity Coalition on Walking School Bus Program; MACOG will assist with implementation efforts and signing schools up. We will act as support and technical assistance as needed.
- **SBCSC Wellness Advisory Council meeting;** organized by SBCSC, this quarterly meeting discusses updates on Nutrition and Physical Activity wellness plan for district. Updates are shared from community partners.
- **Reducing Obesity Coalition Meeting;** community coalition coordinated by the Department of Health; monthly meeting discusses our key program areas-this month's meeting began planning for ROC UR BODY Family Fun Fest; updates from community members are also provided.

Priority: Wellness

- **Food Access Council;** coordinated by the Department of Health; focuses on creating connections for food system barriers; meets monthly to discuss learning topics, updates from community partners; this month's meeting focused on mapping food system stakeholders to begin to action plan for the development of a food pantry summit.
- **Older Adult Grant discussion;** coordinated by Habitat for Humanity; several other agencies were involved in brainstorming; Habitat for Humanity is looking to develop a "community health worker" type program for their program participants; Department of Health was at table to share resources and make community connections
- **GHHI Asthma grant on-boarding meeting;** Beacon and NNN received technical assistance grant related to asthma; this meeting was the on-boarding process.
- **People Gotta Eat meeting;** coalition of food pantries organized by United Way; attended meeting to discuss food access council and brainstorm food pantry summit ideas.
- **Conference call with CADI director;** Cardiovascular and Diabetes Coalition for the State, organized by IUPUI CHEP; call to connect about steering committee efforts and coalition outcomes for 2019- this was a re-connect call since there is a new director for the coalition- discussed regional opportunities for SJC and community partners.

- **Radon Education planning;** internal planning meeting between Health Education and Environmental to discuss ideas for Radon awareness and outreach as many homes in SJC are impacted. Began action planning for activities and development of materials.

Fetal Infant Mortality Review Program (FIMR) Meetings & Activities

Meetings/Presentations

CityLeader mentor call
 Healthy Babies meeting; meeting with Jo Kernanan with Beacon Community Impact regarding infant mortality
 Beacon Community Impact – FIMR Spotlight filming for their website
 Meeting w/Cherri Peate from City of South Bend – Update for Brother’s Keeper
 Safe sleep presentation at WCC (6)
 Case Review Team meeting
 First FIMR Steering Committee meeting; Child Fatality Review meeting
 Goodwill – Nurse Family Partnership discussion
 Maternal Mortality Review meeting in Indianapolis

Narrative-

Director of Health Education participated in the National Behavioral Council training on Trauma-informed, Recovery-Orientated System of Care along with partners from Oaklawn, HealthLinc, and St. Joseph County Probation.

Health Education staff participated in 3rd lead screening event at Madison STEAM academy (2nd attempt due to reschedule).

Director of Health Education participated in a panel discussion at University of Notre Dame on Healthy Communities and Social Determinants of Health.

Director of Health Education attended a Trauma Informed Care training hosted by the TRUST initiative at the Center for Homeless.

Director of Health Education and FIMR Coordinator meet several times to prioritize and plan efforts for next grant cycle and 2019.

Health Education staff participated in Family Passport to Play event @ Bendix Woods.

Director of Health Education participated in a Naloxone training presented by Oaklawn, organized by the YMCA and St. Joseph County Library for community members.

February 2019
Lead/Immunization/TB/Surveillance

Case Management for Elevated Blood Levels			
	Feb, 2019	YTD 2019	YTD 2018
New Cases Received	<5	<5	<5
Closed Cases	<5	<5	0
Open Cases Being Followed*	31	33	31

Statistics are pulled from State/Local databases.

Case Monitoring for 5-9.9 mcg/dL Elevated Blood Levels			
	Feb, 2019	YTD 2019	YTD 2018
Open Cases Being Followed*	86	93	N/A

Statistics are pulled from State/Local databases.

Immunizations			
	Feb, 2019	YTD 2019	YTD 2018
South Bend clinic:			
Patients seen	107	257	N/A
Immunizations Administered	309	710	N/A
Mobile clinic:			
Patients seen	130	135	N/A
Immunizations Administered	181	191	N/A
Combined Totals:			
Patients seen	237	392	226
Immunizations Administered	490	901	499

Statistics are pulled from State/Local databases.

Tuberculosis			
	Feb, 2019	YTD 2019	YTD 2018
TST Placed	26	52	70
TST Positive	<5	<5	0
Direct Observed Therapies	275	524	N/A
QFT Gold Tests Ordered	<5	7	N/A
Suspect Cases	22	30	21
New Active Cases	0	0	<5

Total Active Cases Tracking - 14

Total Latent Cases Tracking - 26

What's new in this report:

Lead: We are not currently tracking new & closed numbers for our monitored caseload.

Immunizations: We will separate out numbers by clinic location & totals.

TB: We have added a category for the number of DOT's we conduct each month & YTD. Plus, a category to show the number patients we have sent for Quantiferon Gold lab Tests.

Vital Records

	Records Filed in February 2019	YTD 2019 Occurrences	YTD 2018 Occurrences
Birth Statistics*			
Total Births	304	641	667
Death Statistics*			
Total Deaths	238	507	576

YTD data reflects the date ranges of 01/01/2017-01/31/2019 as of 02/08/2019.

*Statistics are subject to change. Statistics are pulled from State database.

HEALTH OFFICER

During the month of February 2019 I complied with my duties as executive officer of the St. Joseph Co. Health Department. I provided the managers of the Health Department with advice and guidance in their duties during regular working hours and at other times when required.

I have also held formal and informal meetings with the nursing department and with the Environmental Division.

Applications for the Executive Administrative Assistant position has been received and will be evaluated.

County Health - Fund 1159

To provide services to the citizens of St. Joseph County, Indiana

Tax Revenue & Fee Revenue

2019													
Beginning Balance	\$1,983,721.52												
	January	February	March	April	May	June	July	August	September	October	November	December	Year-To-Date
REVENUE													
Tax Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fee Revenue	\$201,394.73	\$233,637.51	\$146,776.86	\$51,699.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$633,508.24
Other Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUE	\$201,394.73	\$233,637.51	\$146,776.86	\$51,699.14	\$0.00	\$633,508.24							
EXPENDITURES													
Salary & Benefits	\$898,529.42	\$177,653.92	\$171,437.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,247,621.31
Supplies	\$3,906.90	\$2,963.80	\$1,649.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,519.71
Other Services and Charges	\$26,743.73	\$9,127.11	\$10,972.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,843.56
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$929,180.05	\$189,744.83	\$184,059.70	\$0.00	\$1,302,984.58								
MONTHLY SURPLUS / (SHORTFALL)	(\$727,785.32)	\$43,892.68	(\$37,282.84)	\$51,699.14	\$0.00								
ACCUMULATIVE SURPLUS / (SHORTFALL)	\$1,255,936.20	\$1,299,828.88	\$1,262,546.04	\$1,314,245.18									
RECEIVABLES FROM PRIOR SERVICE PERIODS (Environmental Services)	\$0.00	\$0.00	\$253,466.00										
RECEIVABLES FROM CURRENT SERVICE PERIOD (Environmental Services)	\$0.00	\$0.00											

Health Trust Fund - Fund 9111

The Indiana Local Health Department Account (LHDTA) was established within the Indiana Tobacco Master Settlement Agreement Fund for the purpose of providing funding for services provided by local Boards of Health in each county. The local Board of Health seeking to receive funding from the account must file an application with the State Department of Health before October 1 of each year specifying the planned use for the funds and that it is in a manner specified by the State Department of Health. In using money distributed by this fund, the local Board of Health shall give priority to: (1) programs that share common goals with the mission statement and long range state plan established by the state department of health; (2) preventive health measures; and (3) support for community health centers that treat low income persons and senior citizens. The St. Joseph County Health Department has historically utilized our funding to supplement funding for preventative health measures. We continue this effort this year by funding emergency preparedness personnel and benefits, some immunization supplies, subsidize some HD staff continuing education and travel, pay for immunization equipment repair and maintenance and a ground water level monitoring agreement with the U. S. Geological Service.

Funds based on SIC population

2019													
Beginning Balance	\$166,931.72												
	January	February	March	April	May	June	July	August	September	October	November	December	Year-To-Date
REVENUE													
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Revenue	\$47,815.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,815.65
TOTAL REVENUE	\$47,815.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,815.65
EXPENDITURES													
Salary & Benefits	\$3,464.53	\$3,464.53	\$7,637.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,566.34
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Services and Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$3,464.53	\$3,464.53	\$7,637.28	\$0.00	\$14,566.34								
MONTHLY SURPLUS / (SHORTFALL)													
	\$44,351.12	(\$3,464.53)	(\$7,637.28)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
ACCUMULATIVE SURPLUS / (SHORTFALL)													
	\$211,282.84	\$207,818.31	\$200,181.03	\$200,181.03	\$200,181.03	\$200,181.03	\$200,181.03	\$200,181.03	\$200,181.03	\$200,181.03	\$200,181.03	\$200,181.03	