

Brown County Board of Health
Board Meeting Minutes - Corrected
July 10, 2024

The Brown County Board of Health met in regular session on Wednesday, July 10, 2024, with the following members present; Ralph Jennings, Mark Klump, Rachael Jodrey, Dr. Mike McHenry, and Dena Richter. Also attending was Health Commissioner, Kyle Arn, Deputy Health Commissioner/Director of Nursing, Pam Williams, Fiscal Officer, Jennifer Fetters, Public Health Nurse, Ami Yelton, Emergency Response Coordinator, Elizabeth Pemberton, and Director of Environmental, Steve Dick. Guests were Mike Mootz and Victor Garcia. Board Vice President Mark Klump called the meeting to order at 4:55pm. Mr. Dick arrived at 5:00pm.

Approval of Board Minutes:

Mr. Jennings asked if there were any questions or corrections to the minutes for the meeting on June 12, 2024, provided to the board. Dr. McHenry made a motion to approve the minutes. Mrs. Jodrey seconded the motion. All members present voted aye. Motion passed.

Approval of Bills:

Miss Fetters explained the bills to the Board. Mrs. Jodrey a motion to approve the bills. Dr. McHenry seconded the motion. All members present voted aye. Motion passed.

Administrative:

Mr. Jennings explained that Mr. Mootz contacted him regarding getting a septic approval and Mr. Jennings stated he could come attend the board meeting to address the Board. Mr. Mootz stated this is regarding a residential septic system. Mr. Mootz said that he had addressed this issue with Mr. Arn and Mr. Dick. Mr. Jennings asked about the property. Mr. Garcia stated it was a barndominium, and he has put two systems in the county. Mr. Mootz expressed frustration with the registration process. Mr. Jennings asked what type of system it will be. Mr. Mootz and Mr. Garcia said that it will be leach lines and the process was started on April 11, 2024. They stated that they had minimal contact and had to make multiple trips to the Health Department. Mr. Jennings asked who the soil scientist was. Mr. Garcia and Mr. Mootz stated that it was Mr. Jason Sneed. Mr. Garcia stated his background and thanked the Board and everyone for their time. Mr. Garcia stated he started this project to do everything right and by the book and went to the Health Department to ask what the process was. Mr. Jennings asked who the designer was. Mr. Garcia stated it was Perry Shoemaker and his son. Mr. Garcia stated that Mr. Dick and another person in training came to the site to review the soil. Mr. Garcia stated that he himself had a problem with the soil and they had the soil scientist, Mr. Sneed return. The Board, Mr. Garcia and Mr. Mootz discussed the issues with the soil report. Mr. Garcia stated that the structure is up and he still does not have an approved septic system. Mr. Jennings asked if he doesn't have an approved plan. Mr. Garcia stated the plan was approved but the soil was the issue. Mr. Mootz asked Mr. Dick if he had a degree in soil. Mr. Dick said no. Mr. Garcia stated he is just asking for what is fair. Mr. Jennings asked if Mr. Mootz had anything else to add. Mr. Mootz stated that there is a 5-15-day period for inspections. Mr. Mootz stated that it was working day 6 when Mr. Dick came out, but was unable to come out until 14 business days in. Mr. Mootz stated that 7 trips to the Health Department is unacceptable. Mr. Mootz stated that he wants to file a formal complaint. Mr. Mootz stated that he contacted the state. Mr. Dick asked who the person at the state was. Mr. Mootz and Mr. Garcia did not provide that information. Mr. Dick stated that you don't have to change the tank, they just have to change the leach lines. Mr. Dick said that he didn't have a problem with the septic system, they just need to move the leach line and that is a conversation they will need to have with Perry Shoemaker. Mr. Dick said that he did not have a conversation with the designer.

Mr. Jennings asked if he could use Mr. Garcia as a point of contact. Mr. Garcia said yes. Mr. Mootz asked for Mr. Arn's schedule. Mr. Arn stated that he would be in the office Tuesday morning, that he is just off on Monday's and that he would like the complaint in writing. Mr. Mootz thanked everyone for their time.

Mr. Jennings addressed the Board regarding Mr. Mootz. He stated that it was the appropriate thing to do, to give him a chance to state his issues. Mr. Jennings stated this was the 200-acre property that a few years ago the house was built and there were no permits. Mr. Arn and Mr. Dick gave a brief rundown of Mr. Mootz and Mr. Garcia's situation. Mr. Dick stated he does not have any issues with Mr. Mootz. Mrs. Jodrey stated that she was waiting for the guests to state what they needed from them, but still does not fully know that answer. Mr. Dick stated that Mr. Shoemaker is a good designer, but he only talked to his son Wesley Shoemaker asking if the design was finished, which they said they were changing the tank. Mr. Dick stated that he does not tell the designers what to do, they design based on the soil. Mr. Arn stated that it can take some time in situations when design changes are needed. Mr. Arn and Mr. Dick stated that they are not soil scientists, however they are trained in soil. Mr. Dick stated that the permit was not turned in until 4/29/24. Mr. Dick stated that he contacted Mr. Garcia regarding the inspection and did not get an answer so unfortunately, he had to move on to another project at that time. When Mr. Arn gets the complaint, he will email it to the Board, and they will look at it.

Environmental Division:

Mr. Dick stated there was an illegal camp park on Old A&P Road. He stated we received a complaint from a neighbor. Mr. Dick stated that it is owned by the Cramer's, and they have 11 lots, and the campers are paying them. Mr. Dick stated that if you have 5 or more campers that is considered a camp park. This is a mandated program, and Mr. Dick talked to the Assistant Prosecutor, Mrs. McMullen who stated that because it is a mandated program that we should go ahead and refer it to the Prosecutor's Office. Mr. Jennings asked Mr. Arn for his recommendation. Mr. Arn stated that he agrees with Mr. Dick, this should be sent to the Prosecutor. Mr. Dick stated that we sent a letter to the owner and then spoke with the State regarding this as well to confirm all that was said and what needed to be done. Mr. Jennings motioned to send this case to the Prosecutor. Mr. Klump seconded the motion. All members voted aye. Motion passed. Mr. Dick state that our two new environmental staff's probationary period is up. They will discuss more later in the meeting.

Nursing Division:

Mrs. Williams stated that she will email out a PowerPoint to the Board for CEUs. Mrs. Williams said that they had just completed event 8 of 9 of the Health Fairs. She stated that the Health Fair's have gone well, however attendance isn't as high as they would like, but they have gotten people that attend at each one. There is a planning meeting afterwards to try and work on making this better for next year. Mrs. Williams told the Board that the nursing staff is starting to schedule 7th and 8th grade shots. She said that the annual National Night Out will be on August 6th and they have two agencies that are going to participate. She stated that this year's event will be at the Eagles in Georgetown. There are 3 school open houses that they are attending to offer vaccines for 7th and 8th graders. Dr. McHenry asked if they would give the shots at the school. Mrs. Williams said yes, they do. Mrs. Williams stated that the school clinics will be August 12th and 13th. Mrs. Richter asked if she was legally allowed to help give vaccines. Mr. Arn stated they would verify that and let her know. Mr. Jennings thanked Mrs. Williams and everyone that participated in the Russellville July 4th parade. Mr. Arn asked about the fair booth, if it was our year to pay or the EOC's. Miss Fetters stated that the Health Department paid last year. Mr. Jennings asked about Hoxworth. Mrs. Williams stated as soon as she gets the information, we will get that out. Mrs. Yelton stated that we have the Mammogram Van coming August 23rd. Mrs. Yelton stated we have plenty of COVID tests available.

Emergency Preparedness/Accreditation:

Mrs. Pemberton stated that she completed the HSEEP Course, and it is a new grant year so that process has started. She stated that she and Mrs. Yelton attended a PHAB conference, and they both learned a lot at that event. Mr. Jennings asked if we could be accredited this year. Mrs. Yelton stated that we cannot submit everything until March 2025, that is the timeline provided by PHAB.

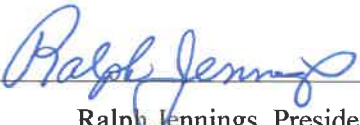
Administrative:

Mr. Arn told the Board that three variances were issued in June, which were one black water holding tank, homeowner bond, and a 10-foot set back. Mr. Arn stated that the IT contract has been a longer process than we would have liked, but we do have a signed contract for the Board to review. Mr. Arn stated that Mrs. McMullen, Assistant Prosecutor, made some changes that would work for the Health Department. Mr. Arn stated that the rate is \$140 per hour with a base of 3 hours per month. Mr. Arn stated that this was a similar rate to Mr. Sizemore. The IT contract is with 1011 Technologies who does the IT for the rest of the county. Dr. McHenry made a motion to approve the contract. Mrs. Jodrey seconded the motion. All members voted aye. Motion passed.


Mr. Arn asked to go into Executive Session for personnel reasons at 5:48pm. Roll Call vote; Mr. Jennings, aye; Mr. Mark Klump, aye, Mrs. Dena Richter, aye; Mrs. Rachael Jodrey, aye; Dr. Mike McHenry, aye. All members voted aye. Motion passed.

The Board came out of Executive Session at 6:15pm. Dr. McHenry made a motion to increase Mr. Andrew Louderback's hourly rate by \$1.00/per hour to \$20.00/per hour. Mrs. Richter seconded the motion. All members voted aye. Motion passed.

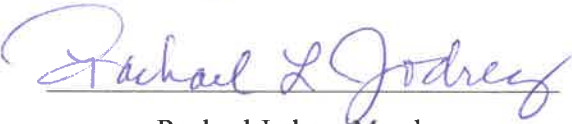
At 6:17pm Dr. McHenry made a motion to adjourn the meeting. Mrs. Richter seconded the motion. All members present voted aye. Motion passed. Meeting adjourned.




Ralph Jennings, President



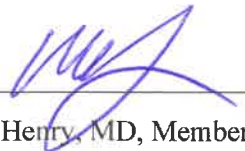
Mark Klump, Vice President



Rachael Jodrey, Member



Dena Richter, Member



Michael McHenry, MD, Member



Kyle D. Arn, MS, REHS, Health Commissioner

