

**Gallatin County Local Board of Health Meeting Minutes**  
**Gallatin County Health Center**  
**August 18, 2014—6:00 p.m.**

**Members Present:**

Janet Bledsoe  
Micha Dryden  
Judge Ken McFarland  
Joseph Mylor, Chairman  
Sally Peace  
Patricia Riddle  
Bernard Walsh

**Members Absent:**

Richard Ackermann  
Thomas Beringer  
Eric Moore  
Judy Morley

**Staff Present:**

Georgia Heise  
Justin Pittman  
Candice Selph  
Michelle Wilburn

**Welcome and Remarks:** Chairman, Joseph Mylor, called the meeting to order at 6:00 p.m. A quorum was present.

**Topic:** Approval of June 24, 2014 Minutes

**Discussion:** Board members were asked to review the minutes from the last meeting in order to verify their accuracy. The minutes were reviewed with no discussion.

**Action:** Bernard Walsh made a motion to approve the minutes from June 24, 2014. Micha Dryden seconded. The motion to approve the minutes passed unanimously.

**Topic:** Old Business

**Topic:** New Board Members

**Discussion:** Ms. Dryden stated that she would still like to nominate Terri Towles as a new board member, but has not yet submitted her recommendation to Judge McFarland. Ms. Towles is an infection prevention nurse at the nursing home.

**Action:** Judge McFarland offered to submit the nomination to the fiscal court for approval as soon as he received the recommendation from Ms. Dryden. Ms. Dryden committed to submitting the nomination to the fiscal court as soon as possible.

**Topic:** Honoring Alberta Gross

**Discussion:** At the conclusion of our last meeting, Ms. Dryden contacted Alberta Gross' family to determine what they preferred regarding a ceremony to honor Ms. Gross. Ms. Dryden shared with Candice Selph that a videotape of the ceremony rather than a ceremony involving her family would be best since it would be difficult to get everyone together. Therefore, it was

decided that two plaques would be made—one for display in the health department and the other to send to Ms. Gross' family. Ms. Selph will contact the Board to set up a meeting in October to exclusively honor Ms. Gross. We plan on videotaping the ceremony, and sending a copy of the video and a plaque to her family.

**Action:** Judge McFarland made the motion to approve the purchase of two plaques and the arrangements that had been made for honoring Ms. Gross. Janet Bledsoe made the second. The motion carried with unanimous support.

**Topic:** Tax Rate

**Discussion:** Georgia Heise explained to the Board why another board meeting was needed after convening in June. Due to Adam Edelen's legislation for special purpose government entities, it was necessary for the Board to pass a budget before June 30, 2014. Other mandates in this legislation specified the need to set a tax rate to present before the county's fiscal court before the end of August, which necessitated the additional meeting. Michelle Wilburn reminded the Board that tax rates are based on the property value administrator's (PVA) rates. Since the most recent rates have not yet been released, our tax rate will have to be based on last year's PVA rates. Ms. Wilburn explained the document in the Board's packet of information that projected potential revenues, and pointed out that it was basically the same document that was shown last year. Of the 5.5 cents being collected, 5.4 cents would go to Three Rivers. Dr. Heise reiterated that this rate is just a recommendation, but saw no need for any changes to be made. If the Board approves to continue with this tax rate, Dr. Heise explained that it would not be necessary to meet again unless something catastrophic happens to the projected PVA rates. Judge McFarland interjected that the county tax rates were set at the last fiscal court meeting and that the rates held. He articulated that he did not anticipate going backwards, and hoped a slight increase in revenue would occur.

**Action:** Judge McFarland made the motion to keep the tax rate the same at 5.5—with 5.4 going into the operating account of Three Rivers. Mr. Walsh seconded. The motion passed unanimously.

**Topic:** Building Maintenance

**Discussion:** Mr. Pittman reminded the Board that \$500.00 was allocated last meeting to improve the landscaping for our building. Three Rivers' Maintenance Supervisor, Jackie Brock, plans to at least get some mulch from Ms. Bledsoe to spread outside. Mr. Pittman also requested that Ms. Bledsoe identify the boxwood tree for him at the conclusion of the meeting.

Mr. Pittman also reported that water softener has been placed in the health center, after it was approved by the Board at the last meeting. However, from his perspective, the water softener does not seem to be making a whole lot of difference. Even though the water softener is circulated twice a day, the water continues to rot out the flappers in the six toilets. As a result,

the water does not enter the drain and leaks instead. Mr. Pittman shared that it is expensive to strip toilets every four or five months. When the health center receives an expensive water bill, that is usually the indicator that lets us know that the flappers need to be replaced. Sally Peace suggested putting vinegar in the tank once a month to help reduce some of the effects of the hard water. Currently, the water meter is crushed and nothing is accurately known about the effects the water softener may be having. The water company will hopefully have it repaired soon so that we can determine if the problem is being adequately addressed.

Finally, Mr. Pittman presented the \$10,000.00 bid from MidAmerica to install the key-less entry system at the Gallatin County Health Center. Dr. Heise commented that the system is currently installed at both our Carroll County and Owen County locations as well as the District Office, and its installation has been pretty flawless. Our objective in getting this system was to eliminate the need for keys, monitor all the doors, and control entry. For example, Three Rivers can now see who came in what door, and at what time. Ms. Wilburn interjected that the system software that is currently housed at the District Office allows us to control what employees have access to what building and when. While the system is fairly basic, Dr. Heise pointed out that it has greatly simplified things—especially for our travelling employees who only have to have one key card for all of the facilities where the system is installed. While the system is also good for security, magnetic locks are not necessarily needed for all entrances—just employee entrances. Mr. Pittman pointed out that the optional items on the bid could be eliminated and that the amount could be reduced by solely equipping the employee entrances. The east door, the community room door, the west door, and the main door were not necessary—especially since the main door is the primary point of entry for clients. Without equipping those doors with magnetic locks, we still have the option to monitor them; and Mr. Pittman projected that the bid should be reduced by \$2,000.00 or \$3,000.00.

Chairman Mylor asked if the MidAmerica group is also monitoring our doors for potential issues. Mr. Pittman responded that they do, and they even have the ability to text select managers when the doors are open after hours. However, that is an optional feature we have chosen not to install. Currently, the system gives Three Rivers long term control on access to our facilities. Mr. Pittman did share that there is a monthly fee for technical support, but that it would be paid out of the Three Rivers general account. Ms. Bledsoe inquired if there was enough money in the budget to sustain this system. Ms. Wilburn replied to the affirmative since carryover from the previous year totaled \$102,000.00. Patricia Riddle asked if the system would alert the police department in the event of a door being ajar. Mr. Pittman explained that it would not, but that we do have an alarm system to alert the fire department currently installed in the building. With no further questions, Mr. Pittman asked the Board if they were in favor of the installation or if the Board would like him to counter with a maximum bid and see if MidAmerica could work with it.

**Action:** Judge McFarland made a motion to approve the installation of the key-less entry system provided that MidAmerica can keep the costs to \$6,000.00. Ms. Bledsoe seconded. The

motion carried unanimously.

**Topic:** Remarks

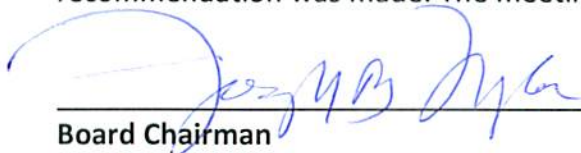
**Discussion:** Chairman Mylor made a remark about the National Association for County and City Health Officials (NACCHO) annual conference he attended with another District Board of Health member in July. He shared that Dr. Heise did a great job as the new President, and that Three Rivers received a model practice award for the "Zombie Apocalypse" quality improvement model. Dr. Heise remarked that she was proud of Three Rivers every time she goes somewhere. She is also pleased to have such engaged and involved board members who are attending and participating in these national public health groups.

Chairman Mylor also mentioned the National Association for Local Boards of Health (NALBOH). He attended that conference last week in Milwaukee, Wisconsin. Dr. Heise and April Harris gave a presentation about our boards of health and their help with the accreditation process. Their session was well-attended and there were lots of questions. Chairman Mylor also remarked that Dr. Heise and Three Rivers were often mentioned and recognized in other meetings throughout the conference.

Dr. Heise mentioned a program called Emergenetics, that analyzes personalities and how people think based on their preferences and perspectives. She hopes to have all forty-eight board members from all four counties come together for a meeting to complete this training. Dr. Heise is certified in teaching Emergenetics and shared that the training could be done in about five hours with a lunch included. Chairman Mylor remarked that it would be a great opportunity to get to know one another better and how to best work with each other.

**Topic:** Adjournment

**Action:** Ms. Bledsoe made a motion to adjourn. Judge McFarland provided a second. The motion passed. All board members signed the three tax documents as proof a tax rate recommendation was made. The meeting adjourned at 6:40 p.m.

  
Board Chairman

06/23/15  
Date

  
District Director

6/23/15  
Date

  
Board Secretary

6/23/15  
Date