



Cleveland County
Health Department

**CLEVELAND COUNTY BOARD OF HEALTH
CLEVELAND COUNTY HEALTH DEPARTMENT
250 12th Avenue N.E., Norman, OK
North Conference Room
7:30 a.m.**

June 9, 2020

AGENDA

- I. Call to Order
- II. Approval of May Meeting Minutes
- III. Staff Reports
 - A. Children First – Tracie Rochester
 - B. Environmental Health – Amy Allen
 - C. Health Education – Sara King
 - D. Nursing – Joey Reese
 - E. Sooner Start – Rodney Barrett
 - F. Administration – Jackie Kanak
- IV. Other Matters
 - A. ACTION REQUIRED: Moore/Norman Technology Center MOU
- V. Adjourn



Board of Health Meeting

Date: June 9, 2020

Members Present: Michael Messerli, Harold Haralson, Pepper Martin, Darry Stacy, Todd Gibson

Others Present: Corey Colen, Rodney Barrett, Matt Miller, Amy Allen, Joey Reese, Sara King, Jackie Kanak, Lisa Connery, Raelina Tucker, Mike Potter

The notice of the meeting was posted in the front lobby of the Cleveland County Health Department from 06-02-2020 through 06-09-2020. Notice of this meeting was also on file at the Cleveland County Courthouse.

Darry Stacy called the meeting to order at 7:31am with a quorum present. The minutes were read and the motion was made by Michael Messerli and seconded by Todd Gibson to accept the minutes from May 2020. All were in favor.

Business:

Topic	Discussion	Action
Staff Reports: Children First	Natalie Dixon distributed copies of the May 2020 Children First report to the Cleveland County Board of Health members and staff (please see attachment). Rodney Barrett presented the Children First report for May 2020 to the Cleveland County Board of Health and staff.	
Environmental	Natalie Dixon distributed copies of the May 2020 Environmental report to the Cleveland County Board of Health members and staff (please see attachment). Amy Allen presented the Environmental report for May 2020 to the Cleveland County Board of Health and staff.	




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Health Education	<p>Natalie Dixon distributed copies of the May 2020 Health Education report to the Cleveland County Board of Health members and staff (please see attachment).</p> <p>Sara King presented the Health Education report for May 2020 to the Cleveland County Board of Health and staff.</p>	
Nursing	<p>Natalie Dixon distributed copies of the May 2020 Nursing report to the Cleveland County Board of Health members and staff (please see attachment).</p> <p>Joey Reese presented the Nursing report for May 2020 to the Cleveland County Board of Health and staff.</p>	
Sooner Start	<p>Natalie Dixon distributed copies of the May 2020 Sooner Start report to the Cleveland County Board of Health members and staff (please see attachment).</p> <p>Rodney Barrett presented the Sooner Start report for May 2020 to the Cleveland County Board of Health and staff.</p>	
Administration	<p>Natalie Dixon distributed copies of the May 2020 Administration report to the Cleveland County Board of Health members and staff (please see attachment).</p> <p>Jackie Kanak presented the Administration report for May 2020 to the Cleveland County Board of Health and staff.</p> <p>Mike Potter (Local Emergency Response Coordinator) added that the Absentee Shawnee tribe wanted to develop a partnership with the health department to provide COVID-19 testing if we can find a lab that could process the tests.</p>	



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Other Matters: Moore/Norman Technology Center MOU	Darry Stacy presented a Memorandum of Understanding between the Cleveland County Board of Health and the Moore/Norman Technology Center (please see attachment).	Motion was made by Harold Haralson to approve the MOU. Motion was seconded by Todd Gibson. All were in favor
Adjournment:	Board of Health meeting adjourned at 7:58am	Motion was made by Michael Messerli. Motion was seconded by Todd Gibson. All were in favor



Chairman
Cleveland County Board of Health

Minutes prepared by Natalie Dixon, Accreditation Coordinator, and Corey Colen, Administrative Programs Officer

Children First: Oklahoma’s Nurse-Family Partnership
By Tracie Rochester RN, MPH
Board of Health Meeting
Stats from May 2020

	Cleveland County	Grady County	McClain County
Completed visits	150	8	15
Active clients	95	3	12
New referrals	5	1	2
Pending referrals	15	5	4

Staffing: We currently have five full-time nurses and one lead nurse; one of our nurses was deployed to Moore OK. clinic to assist with COVID-19 response for most of the month of May.

Productivity: The average number of clients per nurse was 22 with a range of 27 to 18. The average number of visits was 35 with a range of 42 to 10. Since March 17, 2020, we have been performing telephone visits only. The clients really seem to appreciate being able to receive support from their nurses over the phone, but have verbalized the desire to return to home visitation ASAP.

Training: All in person training has been suspended for now.

Community Engagement & Health Planning Report

Cleveland County Board of Health

June 9, 2020

Health Promotion Planning, Programs, & Accreditation

- ❖ Assisted City of Norman with writing a Healthy Babies Initiative grant proposal. Submitted June 1st.
- ❖ Public Health Accreditation Board (PHAB) extended application deadlines for reaccreditation by 3 months due to COVID response. Further extension pending.

Staff Updates

- ❖ Health Education: In process of hiring.
- ❖ Epidemiologist: Reposted.
- ❖ Doula: Reposted.
- ❖ Staff continuing to assist with external testing, PODS, and public information

Health Education & Trainings

- ❖ Reopening car seat program
- ❖ "Getting Back to Business" presentation for UW partners
- ❖ Norman Public Schools Taskforce

Community Health Improvement Plan (CHIP)

Workgroups

Mental Health

Discussing any existing gaps uncovered by COVID-19 that could be addressed by the group.

Next Meeting: June 12th

Substance Abuse

Organizations are sending out virtual AA meetings to the public. Working with OU on an asset map of services for students in recovery.

Next Meeting: June 11th

Birth Partners of Cleveland County (CDC Block Grant 2019-2022):

- ❖ Website- Birthpartners.health.ok.gov
- ❖ Births to date: 5
- ❖ Childbirth Education Class- June 26th
- ❖ Repurposed doula program to encompass a warm line for call in doula support during COVID19.
- ❖ New grant year beginning July 2020, anticipating expanding to employ 3 doulas.

Community Social Work:

Because of the COVID-19 crisis there have been more calls than usual for mental health support, including many moms experiencing isolation and depression, and an increased need for food, housing, and utility assistance/resource.

To: Cleveland County Board of Health
From: Amy Allen, Environmental Health Supervisor
Subject: Environmental Report Covering May 2020
Date: June 9, 2020

Program Updates in Response to COVID-19:

As of March 2nd, routine inspections were paused indefinitely. Complaints, plan reviews, and new licensures are being worked as needed. As of June 1st, routine inspections will begin again with a focus on education and meeting the state mandate.

As of March 12th, all food handler classes have been canceled and our pool operator’s course has been delayed indefinitely. We are working on a plan to continue food handler classes safely and to offer an on-line version.

Staff have been reassigned to help with various COVID-19 response activities. These include:

- Sending information to facilities and providing consultation on changing emergency rules and guidance on social distancing, cleaning, and employee health
- Working closely with local farmer’s markets to ensure they have the information to set up safely
- Preparing for SNS Warehouse activation, which they will help staff if activated
- Supporting nurses and National Guard with contact tracing
- Delivering supplies between offices
- Printing and assembling signage and posters
- Screening those who enter the building
- Staffing swab PODs
- Staffing LTC strike teams
- Staffing test result strike teams

Amy Allen is currently the Deputy Logistics Chief with the OSDH District 6 Incident Management Team, providing support to all branches of the local response.

Closures:

Public Bathing Facilities:

No facilities were closed to address imminent health hazards.

Restaurants and Other Facilities:

Once facility was closed due to a water main break. No other facilities were closed to address imminent health hazards.

Events worked by Cleveland County Staff

Event

Date

All events canceled due to COVID-19

Complaints:

Restaurants:

Various complaints were worked. All complaints were addressed with the management of the facility. The inspector assisted in finding a resolution to the complaint (if it was valid) and performed on site education when needed.

Dog Bite Investigations:

Various complaints were worked. In cooperation with the Cleveland County Sheriff's office, Norman Animal Welfare, Moore Animal Welfare, and Noble Police Department all bite incidences were resolved. Most of the bites were resolved by requiring the owner to quarantine the biting animal for a 10 day observation period following the bite incident. All animals were required to update the biting animal's rabies vaccination if necessary.

Truck Wrecks:

No truck wrecks were worked.

Inspections:

High	8
Medium	5
Low	6
School	0
Pool	0
Temporaries	0
Total Inspections	19

Enforcement:

No facilities in Cleveland County are currently on enforcement, with the exception of a few facilities for non-payment of license. We are continuing to work with management, corporate offices and owners of all licensed facilities to try to educate, mediate and correct violations so that the inspections do not result in further enforcement procedures.

Environmental Report				
2020/Quarter 2	Apr	May	Jun	Quarterly Total
Food Cards Issued	0	0		0
Food school Failures	0	0		0
Replacement Cards	0	2		2
Plan Reviews	10	4		14
Temp Licenses	0	0		0

Recent Plan Reviews			
Establishment	Address	City	Date Submitted
Glory Bee	15551 E Etowah Rd	Noble	4/2/2020
Chelinos Mexican Restaurant	110 Ed Noble Parkway	Norman	4/2/2020
Flight Club	1100 N Porter Ave Ste 104	Norman	4/8/2020
Oklahoma Kind Connection	3535 N Shields Blvd Ste A	Moore	4/15/2020
Thunder Budz Dispensary	9285 US 77	Noble	4/15/2020
Native Harvest	2505 W Main St	Norman	4/15/2020
Black Camel Coffee Co	1220 E Robinson ste 200	Norman	4/20/2020
Mohawk Ice	303 SW 8th St	Lindsay	4/22/2020
Bazaar Emily	127 24th Ave	Norman	4/27/2020
Frostbite Cones and Cocoa	900 NW 32nd	Newcastle	4/29/2020
American Cannabis Company	1300 N Main St	Newcastle	5/1/2020
CHI-Omega Sorority	820 Chautauqua	Norman	5/11/2020
Tavola Pizzeria	3250 36th Ave NW Ste 118	Norman	5/21/2020
Norman Public Schools	1809 Stubbeman Ave	Norman	5/26/2020



Nursing Services
Cleveland County Board of Health
June 9, 2020

STAFFING: Continue to be fully staffed. We do have 2 COVID RN positions still currently open.

CLINICS: Slowly introducing more appts in the clinic, while trying to maintain a low number of people in the lobby. We will continue to add appts as we can based upon the guidelines.

COMMUNICABLE DISEASE: We still continue to use National Guard for a short while longer to do the contact tracing. However, OSDH is rolling out a Contact Tracing Program Call Center that should begin this week.

We are offering curbside testing at both Norman and Moore for anyone. We do require that children under the age of 16 have a physician's order and they must be seen at the health dept, not at a pod, etc.

We have now geared toward completing COVID testing on residential care facilities and assisted living centers. We continue to monitor for cases through the PHIDDO system and will offer testing if an outbreak occurs at other facilities if we need to.

CLEVELAND COUNTY BOARD OF HEALTH MEETING

June 9, 2020

SOONERSTART PROGRAM REPORT

SoonerStart Caseload May 31st, 2020 (previous month in parentheses)

	May	April	Breakdown by County;	
Referrals	41	(28)	Cleveland	227
Eligible	18	(?)	Garvin	25
Ineligible	?	(?)	McClain	17
Exiting Program	15	(10)	Other Counties	5
Total Active Clients	269	(279)	Total	274

SoonerStart Update:

- **Program Update-** We currently have most staff dedicating two days per week to SoonerStart service provision and the other days for COVID. My staff have done a great job of stepping up and doing activities that are not in their typical job duties.
- **Staffing-** One of our Psychological Clinician has planned to retire at the end of July and one of our Speech Pathologists has resigned, her last day is July 3rd.
- **Early Foundations-** Has started back as of today but will not have any contact with the other programs at North Haven. They will be doing their summer schedule with some scheduled breaks to allow the staff some time off, but will continue to have the program through the summer and then when schools start back they will follow the public school schedule. We will be making the selections next month of the students that will start this fall.
- **Trainings-** Many staff have been working on their mandatory trainings as time allows during the COVID pandemic.

Cleveland County Board of Health
Administrator's Report
June 9, 2020

1. Personnel

- a. Authorized Vacancies: 4 Active FTEs (1 Community Health Epidemiologist, 1 Health Educator, 1 Public Health Specialist, 1 Administrative Technician), 2 Active PTEs (1 Typist Clerk and 1 Birth Partner)

2. Operations

- a. School Meetings – Meeting with schools to assist in planning out students returning to school
- b. COVID-19 Pods – Potential COVID-19 testing pods for businesses, schools, and the general public in Cleveland County
- c. CARES Act

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU") is made and entered into this 2nd day of June, 2020, by and between the Cleveland County Board of Health ("CCBH") and Moore Norman Technology Center ("MNTC"). CCBH and MNTC shall be jointly referred to herein as the "Parties."

1. CCBH plans to construct a community wellness complex to be known as Wellness Square aka The Well. The purpose of Wellness Square is to provide facilities and services to all citizens of Cleveland County to promote healthy living. The Parties desire that MNTC participate in providing these services by utilizing Wellness Square to offer cooking classes and related activities from a kitchen to be built in Wellness Square.
2. MNTC agrees to cover the cost of constructing a kitchen of approximately 400 square feet in Wellness Square by the one-time, non-refundable payment of \$200,000.00 to CCBH. This payment will be due no later than 30 days after the execution of this MOU.
3. MNTC will utilize the kitchen to provide nutritional education and cooking demonstrations/instruction at no cost or low cost to participants. MNTC will have first right of refusal to utilize the kitchen. When not in use by MNTC, the kitchen area shall be made available to other person(s) or parties. For the duration of this agreement, policies for use of the kitchen by others, developed jointly by and agreed to by CCBH and MNTC, shall be enforced by the management of Wellness Square.
4. All classes, events, and activities sponsored by MNTC at Wellness Square will be accessible to the general public. MNTC will provide instructors and food/consumable supplies for the classes, events, and activities its sponsors.
5. CCBH agrees to use the \$200,000.00 provided by MNTC, for the construction of the kitchen in Wellness Square referenced above. CCBH further agrees that the façade of the

kitchen shall contain the words "Moore Norman Technology Center" in form and lettering agreeable to the Parties for a term of five (5) years or as long as this MOU is in effect, whichever period is longer.

6. CCBH agrees to allow MNTC the use of meeting rooms and event spaces in the Wellness Square on an as-needed/as-available basis at no cost to MNTC.

7. This MOU shall represent the entire agreement between CCBH and MNTC. It shall become effective when signed by both parties with the authorization of their governing bodies.

8. It is the intent of the Parties that this MOU be in effect for a term of five (5) years, and that it be renewable thereafter upon agreement of the Parties. However, because of the fiscal limitations imposed by the Oklahoma Constitution on both CCBH and MNTC, this MOU shall not extend beyond June 30 of the current fiscal year unless renewed by both CCBH and MNTC. Accordingly, the Parties agree that CCBH and MNTC may renew this MOU for five additional one-year terms beginning on or after July 1 of the current fiscal year. Thereafter, the parties may renew the MOU for additional successive one-year terms.

9. The terms and conditions of this MOU shall be interpreted, determined, and enforced pursuant to the laws of the State of Oklahoma.

IN WITNESS WHEREOF, the Parties hereto have executed this MOU through their duly authorized representatives.

Cleveland County Board of Health

Moore Norman Technology Center

By: [Signature] Date: 6-9-20

By: [Signature] Date: 6-2-20

Title: Chairman, Board of Health

Title: President, Board of Education

Cleveland County Health Department

By: [Signature] Date: 6/9/2020

Title: Regional Director
Cleveland, Grady, McClain, Pottawatomie & Hughes County Health Department

Approved on this ^{15th} day of June, 2020 by the Board
of Cleveland Commissioners of Cleveland County.

[Signature]
Chairman

ATTEST
[Signature]
Cleveland County Clerk

[Signature]
Vice-Chairman

[Signature], Deputy



