



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.**

January 10, 2017

AGENDA

- I. Call to Order
- II. Approval of November Meeting Minutes
- III. Staff Reports
 - A. Children First – Nancy Meehan
 - B. Environmental Health – Amy Allen
 - C. Health Education – Tara Douglas
 - D. Nursing – Beverly Bymun
 - E. Sooner Start – Rodney Barrett
 - F. Administration – Keith Reed
- IV. Other Matters
- V. Adjourn



**Board of Health Meeting
Date: January 10, 2017**

Members Present: Michael Messerli (Chairman), Darry Stacy, Todd Gibson and Pepper Martin

Members Absent: Dr. Thomas Thurston

Others Present: Beverly Bymun, Debbie Dickson, Daniel Thatcher, April Jewell, Amy Allen, Karla McGuire, Tara Douglas, Rodney Barrett, Keith Reed and Dr. Lisa Connery

Notice of the meeting was posted in the front lobby of the Cleveland County Health Department from Tuesday, 01-03-17 through Tuesday, 01-10-17. Notice of this meeting was also on file at the Cleveland County Courthouse.

Michael Messerli called the meeting to order at 7:30 a.m. with a quorum present. The minutes were read and the motion was made by Darry Stacy and seconded by Todd Gibson to accept the minutes as written from November 8, 2016. All were in favor.

Topic	Discussion	Action
Staff Reports: Children First	Natalie Dixon distributed copies of the December, 2016 Children First report to the Cleveland County Board of Health members and staff (<u>please see attachment</u>). April Jewell, Children First Supervisor, presented the Children First report for December, 2016 to the Cleveland County Board of Health and staff.	
Environmental Health	Natalie Dixon distributed copies of the Environmental Health reports November and December, 2016 to the Cleveland County Board of Health members and staff (<u>please see attachment</u>). Amy Allen, Environmental Health Supervisor, presented Environmental Health reports for November and December, 2016 to the Cleveland County Board of Health and staff.	



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Health Education	<p>Natalie Dixon distributed copies of the December, 2016 Health Education Report to the Cleveland County Board of Health members and staff (<u>please see attachment</u>).</p> <p>Tara Douglas, Health Education Supervisor, presented the Health Education Report for December, 2016 to the Cleveland County Board of Health and staff.</p>	
Nursing	<p>Natalie Dixon distributed copies of the 2015 and 2016 Cleveland County Health Department Monthly Clinical Activity and December Summary Report, (<u>please see attachments</u>) to the Cleveland County Board of Health and staff.</p> <p>Beverly Bymun, District Nurse Manager, presented the Nursing Services Report for 2015 and 2016 Cleveland County Health Department Monthly Clinical Activity and December Summary Report to the Cleveland County Board of Health and staff.</p> <p>A discussion was had regarding positive infections that are negative for mumps and providing a connection with the state office to investigate the possibility of false negatives.</p> <p>A discussion was had regarding STD testing, services provided to individuals from other counties, the increase in the number of testing appointments over the past 3 to 4 months, options and challenges for acquiring data, the fee policy differences between OKC County and Cleveland County, comparisons to National rates, providing more information next month, billing OKC County for their residents presenting in Cleveland County for testing options.</p>	
Early Intervention/SoonerStart	<p>Natalie Dixon distributed copies of the December, 2016 SoonerStart Program Report (<u>please see attachments</u>) to the Cleveland County Board of Health and staff.</p> <p>Rodney Barrett, Early Intervention/SoonerStart Programs Manager,</p>	



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	presented the Sooner Start Report for December, 2016 to the Cleveland County Board of Health and staff.	
Administration	<p>Natalie Dixon distributed copies of the Administrator's Report (<u>please see attachment</u>) to the Cleveland County Board of Health and staff.</p> <p>Keith Reed, Administrator, provided:</p> <ul style="list-style-type: none">• Staff/Personnel update vacancies and pending approvals. A discussion was had regarding the expanded district now including Garvin, Murray and Grady Counties. Operational updates included the State budget. The Community Health Improvement Plan is progressing with Open Streets-Norman is scheduled. The computer exchange has been completed. We are waiting for the wipe and return of county computers. The program for insurance reimbursement for immunizations is very close, hopefully rollout in February.• Accreditation updates included the official announcement of accreditation. We are the only county out of 3 in the state that passed accreditation. <p>Strategic Planning updates, including the social marketing project is developing Visual Imaging has taken over Facebook postings, Open Streets is will be discussed at Thursday's meeting. The Farmer's Market is planning to start early this year and is being supported by bus branding and social media- will ask Darry for help, the Veteran's Navigator project is fully engaged and is participating in an event January 19: Veterans to Farmers- Mark Braley will bring report next month, dental screening program currently providing fluoride varnishing and dental education- is the only site doing this and is only possible due to the board's support, the Reach Out & Read program pilot is continuing with coordination through Child Guidance program, the Health Fair project is adding to support Open Streets, and the electronic billboard is up and running and we</p>	



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	now have local control. The Community Kitchen, Diabetes/Heart Disease Prevention and Health Smart Curriculum, and County Connection projects currently do not have any updates to provide.	
<u>Adjournment:</u>	Board of Health Meeting adjourned at 8:04 am	Motion was made by Todd Gibson. Motion was seconded by Darry Stacy. All in favor.

Michael H. Messerli

Chairman
Cleveland County Board of Health

Minutes prepared by Natalie Dixon, Administrative Assistant

Children First

By April Jewell

Board of Health Meeting

Stats from 12-1-16 - 12-31-16

Completed Visits in Cleveland County	139
Completed Visits in McClain County	20
Active Clients in Cleveland County	102
Active Clients in McClain County	13
Referrals Received Living in Cleveland County	6
Referrals Received Living in McClain County	0
Referrals Still Pending	0

Staffing: Keely Barger started in Cleveland county 10/3/16 and is in the process of building a caseload.

Referrals: We received a total of 18 referrals for the month of November and 6 referrals for the month of December. Referrals are being worked as they are received, no pending referrals. Due to Phocis updates we were temporarily unable to access the WIC list. I am in the process of pulling the WIC list this month which should increase our referrals.

Productivity: We completed a total of 159 visits with 115 families served which averages to 27 completed visits and 20 active clients per nurse. Completed visits are typically low during December due to holidays and vacations.

Training: No trainings during December.

To: Cleveland County Board of Health
From: Amy Allen, Environmental Health Supervisor
Subject: Environmental Report for November 2016
Date: January 10th, 2017

Personnel

We have three total vacancies.

Closures

Public Bathing Facilities:

No facilities were closed to address imminent health hazards.

Restaurants and Other Facilities:

No facilities were closed to address imminent health hazards.

Events worked in Cleveland County

Event	Date
Wine Walk	November 5
After-Hours Food School	November 8
OU Football Home Game 5	November 12
Cleveland County Fairgrounds Craft Show	November 25

Complaints:

Restaurants:

There were various complaints throughout the month of November. 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 the month of November. In cooperation with the Cleveland County Sheriff's office, Norman Animal Welfare and Moore Animal Welfare 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 reported for the month of November.

Inspections:

High	92
Medium	77
Low	21
School	5
Pool	2
Temporaries	59
Total Inspections	256

Enforcement:

No facilities are currently on enforcement.

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Restaurants and Other Facilities:

No facilities were closed to address imminent health hazards.

Events worked in Cleveland County

Event	Date
OU Football Home Game 6	December 3
After-Hours Food School	December 13

Complaints:

Restaurants:

There were various complaints throughout the month of November. 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:

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Truck Wrecks:

No truck wrecks were reported for the month of November.

Inspections:

High	74
Medium	52
Low	12
School	21
Pool	9
Temporaries	35
Total Inspections	203

Enforcement:

No facilities are currently on enforcement.

Environmental Report				
2016/Quarter 4	Oct	Nov	Dec	Quarterly Total
Food Cards Issued	422	298	192	912
Food school Failures	0	0	0	0
Replacement Cards	11	13	9	33
Plan Reviews	4	8	3	15
Temp Licenses	82	58	35	175

Recent Plan Reviews			
Establishment	Address	City	Date Submitted
Swift Nutrition	920 W Main St	Norman	10/03/16
R P M Nutrition	520 SW 4th St	Moore	10/05/16
Major League Shaved Ice	724 NE 20th St	Moore	10/12/16
Dollar Tree #7062	1614 W Lindsey St	Norman	10/25/16
Super Taco Loco	1708 SW 24th	Norman	11/04/16
McAlister's Deli	1924 24th Ave W	Norman	11/09/16
La Bendicion	1818 W Main St	Norman	11/09/16
ACE Sushi	1251 Alameda St	Norman	11/16/16
Blakes' Barbecue	2100 N Eastern Ave	Moore	11/17/16
Barbecue by Finley	3246 NW 32nd	Newcastle	11/18/16
Chix N' Chillz	214 E Main St	Norman	11/22/16
Billy Sim's BBQ	2627 N Classen Blvd Ste 104	Norman	11/29/16
Bean's Daily Grind	990 County Street 2976	Blanchard	12/06/16
Paisley Café	300 Norman Center Ct	Norman	12/07/16
Skinny Slims	320 White St	Norman	12/15/17

Health Education Report

Cleveland County Board of Health Meeting
January 10, 2017

CC YMCA CATCH Program

- The Cleveland County YMCA continues to teach the CATCH curriculum in their after school program.

CCTP- CC Healthy Living Program

- The TSET HLP will be having their bimonthly taskforce meeting on January 19th, 12-1 at NRH. They continue to reach out to local businesses, schools, community organizations, and city governments to approach them about wellness policies.

Cleveland County Obesity Workgroup

- The workgroup continues to partner with CCHD and other organizations to help with the upcoming Open Streets event in April.
- The group is currently working on new ways to brand the workgroup within the C4T campaign to gain recognition within the community.

Cleveland County Substance Abuse Workgroup

- The workgroup is creating a marketing plan with informational flyers to distribute to doctor's offices and to parents of teens and young adults.

Cleveland County Mental Health Workgroup

- The workgroup is planning to start a Facebook page and website to host mental health information and community resources.

Cleveland County Child Health Workgroup

- A Variety Care provider attended the child health meeting in December. She expressed how underutilized they are within the Norman area.
- The workgroup is beginning to look at how a partnership with variety care could increase well child check appointments and immunizations.

CCTP-Healthy Noble Partnership

- The coalition recently held their Candy Canes and Carols event at the Kenneth King Park in Noble. They will begin gearing up for upcoming spring community events.

Cleveland County Health Department

- Our child passenger safety technicians provided a total of 207 car seat installations/inspections in 2016, and hosted 8 community check events.
- Both Cleveland County offices received "Excellence" level for this year's Certified Health Business program. There will be an awards luncheon in Norman on March 1st.
- Tara Douglas graduated from this year's Oklahoma Public Health Leadership Institute provided by OSDH.

Health Promotion/Events	Location	Date
CCHD Services Overview Presentation w/ Cleveland County Childcare Directors	Norman Library	Nov. 8 th
Training	Location	Date
Electronic billboard software training	CCHD	Nov. 15 th
Website management training	OKC	Nov. 16 th
Business etiquette training	CCHD	Nov. 18 th

Dental Health Education

Glenda Lee will help with the annual OK Mission Of Mercy (MOM) event again next month. This year it will be held in Woodward.

Dental Clinic	Total
Patients Seen	13
Restoration/Fillings	6
Cleanings/Scalings	11
X-Rays/Sealants/Exams	45
Fluoride Treatments	6
Miscellaneous (Consults, Oral Hygiene Instructions, Rx, etc)	13
Total Procedures	81

Friends For Life	Total
Children Seen in schools	1193



Nursing Services Cleveland County Board of Health January 10, 2017

STAFFING: Fortunately, we start the year with a full staff, mostly oriented, and ready to start another year. We are anticipating the addition of another full-time Nurse Practitioner to join our staff for coverage in Family Planning within the district.

CLINICS: Flu shots are continuing, with the peak of the season this month and next. The flu is reported to be “widespread” in Oklahoma, with 59 additional hospitalizations the last week of December. There have been 3 deaths, 2 over the age of 65, and one child (age 5-17) whose death was reported last week out of Rogers County.

We are currently working on increasing the availability for appointments for **WIC**, the nutrition education and supplement program. Processing Standards for WIC are appointments within 10 days for pregnant women and newborns, and 20 days for children up to age 5. We are having to work appointments in, and are still struggling to keep up in the Norman office. Moore is just barely hanging in there. We will continue to add appointments as we can.

COMMUNICABLE DISEASE: There is an outbreak of **mumps** in the State, but we have not had issues here in Cleveland County. We have had one investigation in Moore, and one in McClain County.

TB is on the rise across the country, and our numbers are showing it as well. This past month, we have identified 2 active cases, with children (under 5 years of age) as contacts. These have to be worked up and possibly put on preventive therapy (even with a negative skin test) until we do a 3 month follow-up. This is taking up a lot a clinic time

I included a year in review for the **Clinic stats**. If you notice, our STDs increased by approximately 1000 clients in a year, while our immunizations have decreased. **HOWEVER**, we have incorporated a new reporting system in Immunizations, so I’m not sure those numbers are correct. When I dig a little deeper, it shows that we have increased by a minimal amount this year. Overall, we have remained stable with staff shortages and increased public health demand.

Cleveland County Health Department

Monthly Clinical Activity, 2015

Cleveland County

SERVICE/PROGRAM	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Child Health	118	147	124	161	153	93	82	66	80	74	66	84	1248
Adult Health(wt.recheck,Hgb)	8	5	1	8	5	3	9	1	16	1	3	12	72
Dysplasia Follow-up	9	7	1	4	12	4	4	9	9	20	10	15	104
Communicable Disease	74	84	54	96	63	55	79	74	130	129	96	78	1012
Head Checks	58	72	37	86	50	28	38	40	105	101	67	71	753
Rashes	0	0	0	0	0	0	0	0	0	0	0	0	0
Disease Investigations	16	12	17	10	13	27	41	34	25	28	29	7	259
Family Planning	715	614	694	810	534	703	735	824	778	688	691	746	8532
Annual Exam	286	224	288	365	205	314	315	336	326	296	257	268	3480
Contraceptive Follow-Up	104	101	90	110	73	79	118	155	123	111	109	108	1281
Depo Only	117	91	93	106	83	116	110	115	123	110	109	133	1306
Early Start	0	0	0	0	0	0	0	1	0	0	1	0	2
Emergency Contraception	5	11	11	16	14	19	16	11	13	17	16	16	165
Pregnancy Tests	93	94	105	96	84	100	84	93	74	79	90	100	1092
Problem F/U	102	86	105	111	69	69	84	106	110	65	104	119	1130
Misc.(supplies/transfer-in/results)	8	7	2	6	6	6	8	7	9	10	5	2	76
STD	226	174	241	251	194	296	269	287	269	285	249	295	3036
Tuberculosis	65	58	71	73	49	76	73	89	71	82	68	71	846
PPD	6	6	10	10	11	13	8	12	2	9	12	7	106
Readings	8	4	12	13	10	8	10	7	3	9	10	9	103
Follow Up	31	30	33	34	21	38	41	54	44	38	28	31	423
Medications	18	18	16	15	7	13	9	14	19	26	16	21	192
CXR	2	0	0	1	0	4	4	2	3	0	2	3	21
Immunizations (OSIS)													
Clients Seen	622	525	585	485	416	465	709	1358	534	1728	1115	619	9161
Doses of Vaccine given	838	1092	1149	934	717	876	1411	2759	1048	2334	1651	1040	15849
WIC – Caseload (@ EOM)	3695	3134	3587	3689	3617	3740	3839	3807	3792	3941	3893	3762	<i>avg 3708</i>
Certifications/Re-certification	733	623	630	782	638	738	746	725	708	738	643	712	8416
f/u- wt.ck,pkg.change, breast pump	149	119	116	137	134	170	167	163	187	72	132	121	1667
Nutrition Education	260	221	185	309	255	277	253	223	280	254	221	246	2984
TOTAL Clients Seen	2979	2577	2702	3116	2453	2880	3126	3819	3062	4071	3294	2999	37078
Online Nutrition Ed	374	396	487	496	449	371	569	411	695	466	543	472	5729
TB - PT	34	38	39	33	49	39	46	54	59	57	50	54	
TB - DOT	3	5	3	3	4	2	3	2	2	2	2	2	
TB Pending	15	9	3	7	13	12	9	19	12	9	8	6	
BFPC	90	80	85	78	72	64	65	59	75	70	55	79	872

Cleveland County Health Department

Monthly Clinical Activity, 2016

Cleveland County

SERVICE/PROGRAM	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Child Health	75	97	73	101	124	105	54	91	100	106	90	73	1089
Adult Health(wt.recheck,Hgb)	2	3	2	4	10	17	18	27	28	25	30	25	191
Dysplasia Follow-up	9	14	18	11	10	6	23	21	7	9	12	9	149
Communicable Disease	135	116	65	77	95	35	37	79	128	128	102	85	1082
Head Checks	106	105	54	63	71	21	17	40	116	123	100	73	889
Rashes	0	0	0	0	0	0	0	0	0	0	0	0	0
Disease Investigations	29	11	11	14	24	14	20	39	12	5	22	12	213
Family Planning	771	774	875	707	665	822	722	922	743	697	762	767	9227
Annual Exam	314	316	356	259	222	331	294	378	285	261	260	308	3584
Contraceptive Follow-Up	109	131	130	121	133	152	113	163	136	112	164	118	1582
Depo Only	116	115	127	124	117	113	95	116	106	106	116	118	1369
Early Start	0	0	0	0	1	0	1	0	1	1	0	1	5
Emergency Contraception	13	15	23	16	13	12	9	20	22	16	18	20	197
Pregnancy Tests	100	99	113	81	103	96	104	118	77	76	83	70	1120
Problem F/U	112	85	118	102	71	108	101	119	109	113	117	125	1280
Misc.(supplies/transfer-in/results	7	13	8	4	5	10	5	8	7	12	8	7	94
STD	315	315	356	309	332	321	302	388	305	372	338	329	3982
Tuberculosis	65	66	74	169	85	103	77	88	68	87	67	118	1067
PPD	5	5	8	69	18	16	12	13	7	17	13	50	233
Readings	11	4	6	50	15	15	11	8	8	18	11	19	176
Follow Up	37	38	32	39	33	45	36	54	38	33	26	19	430
Medications	12	17	25	11	17	19	14	10	11	11	12	22	181
CXR	0	2	3	0	2	8	4	3	4	8	5	8	47
Immunizations (OSIIS)													
Clients Seen	494	467	509	385	389	324	578	1176	458	1551	845	569	7745
Doses of Vaccine given	975	890	1013	733	675	561	1156	2471	907	2188	1271	1115	13955
WIC – Caseload (@ EOM)	3838	4052	4123	3963	3857	3802	3771	3727	3734	3728	3744	3660	<i>avg 3833</i>
Certifications/Re-certification	668	725	856	748	624	665	653	692	702	806	683	648	8470
f/u- wt.ck, pkg.change, breast pump	120	289	268	98	114	109	119	123	90	111	83	102	1626
Nutrition Education	252	233	315	293	269	302	281	276	255	244	230	220	3170
TOTAL Clients Seen	2906	3099	3411	2902	2717	2809	2864	3883	2884	4136	3242	2945	37798
Online Nutrition Ed	634	586	529	430	588	570	379	610	351		338	509	5524
TB - PT	47	34	41	67	66	65	32	40	43		21	28	
TB - DOT	3	2	2	4	3	3	0	3	4		4	5	
TB Pending	14	12	8	14	24	3	12	20	18		15	13	
BFPC	74	84	114	93	90	85	42	85	82		71	68	888

CLEVELAND COUNTY BOARD OF HEALTH MEETING

January 10, 2017

SOONERSTART PROGRAM REPORT

Soonerstart Caseload December 31, 2016 (previous months in parentheses)

		Oct.	Nov.	Breakdown by County: (Includes those that are 3 yrs.)	
Referrals	?	(73)	(49)	Cleveland	?
Screened Out	?	(19)	(21)	Garvin	?
Ineligible	?	(2)	(1)	McClain	?
Exiting Program	?	(29)	(40)	Pottawatomie	?
Net Gain/Loss	?	(+23)	(-19)	Total	?
Total Active Clients	?	(285)	(265)		

Soonerstart Update:

- **Program Update-** We received notification about our most recent compliance monitoring that we were at 100% in all areas. This is a reflection of my staff's hard work to complete documentation in a timely manner and to maintain timelines for services. I attended the Interagency Coordinating Council Meeting on December 7th, which is the governing body for the Sooner Start Program. During this meeting it was discussed that the Sooner Start Program continues to be doing well over all, and will continue to take a conservative approach to our budget. Also due to some key vacancies in some regions it has been a challenge to meet the Sooner Start compliance guidelines. The Norman team has been sending two different evaluation teams to the Ada Region one day a month to conduct evaluations since they currently have no providers for the whole region and we are going to start sending a provider one day every other week to start seeing their clients. The new EDPlan client database program that was implemented Dec. 1st and we were trained on how to use it on Dec. 6th, 7th and 8th in three hour trainings. During the trainings we were imputing actual clients into the database which identified a number of issues with the program and we only have limited information input into the database so far until they have fixed the errors. As a result we discontinued using the previous database on Nov. 28th so we have very limited information in it so far.
- **Referrals-** Remain steady during the month of December but due to the change over to the new Database we no longer have access to current caseload numbers. We are continuing to do a great job of staying on top of new referral and getting them scheduled for evaluation in a timely manner.
- **Staffing-** We currently still have a SLP I vacancy waiting to go through the process of approval for posting and the OT III is still open since May of 2014. I have completed my first official full year as the Lead Clinician of Sooner Start.
- **Early Foundations-**The Early foundations program is continuing to be at capacity with six children enrolled and have one teaching assistant position open. During the month of August we enrolled three new children into

the Early Foundation program they seem to be adjusting well to the program and structure they are receiving. Currently, we are at capacity at Early Foundations, with six children enrolled. We have had a number of the instructional assistants resign and as a result have had to hire new staff and train them how to implement our program.

- **Training-** All Sooner Start staff has completed their Mandatory OSDH Training Requirements for 2016,

**Cleveland County Board of Health
Administrator's Report
January 10, 2017**

1. Personnel

a. Vacancies: 8 Active FTEs

Admin: Maintenance Supervisor 1 (Interviewing)

Sooner Start: 2 (recruiting – 1 OT; 1 SLP – posted)

Clerical: 2 (1-AT – awaiting applicant list; 1-PCA (Reallocating to AT))

Environmental: 3 (1-PHS posted; 2-PHS awaiting applicant lists)

2. Operations

a. State Budget

b. CHIP Update

c. Computer Exchange – Complete, but still awaiting return of county computers.

d. Immunizations – Insurance Reimbursement

3. Accreditation

a. Accreditation official!

4. Strategic Plan Update

Strategic Planning – Priorities

1. Social Marketing – *Visual Image Marketing and Branding – Facebook, Twitter*
 - Twitter: @CleCountyHealth
 - Facebook: Taken over postings
 - Caring4Tomorrow Campaign
 - a. Open Streets/Child Festival – To be discussed at Thursday’s meeting.
 - b. County Connections - NTR
 - c. Farmer’s Market* - Plan for early start this year.– Bus Wraps, Social Media
2. Veteran’s Navigator – *Mark Braley is fully engaged – Veterans to Farmers, Jan 19*
3. Dental Screening – *Fluoride Varnishing/Dental Education*
4. Community Kitchen – *No Update*
5. Diabetes/Heart Disease Prevention – *No Update*
6. Reach Out & Read/Growing Like a Read – *GLAR Pilot continue – ROR through Guidance program*
7. Health Smart Curriculum – *No Update*
8. Health Fair – Standard Package – *Will be adding in support of Open Streets*
9. Electronic Billboard – *Up... running....we now have local control*

