



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 13, 2017

AGENDA

- I. Call to Order
- II. Approval of May 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. Veterans Coordinator – Mark Braley
 - G. Administration – Keith Reed
- IV. Other Matters
- V. Adjourn



**Board of Health Meeting
Date: June 13, 2017**

Members Present: Darry Stacy, Pepper Martin, and Todd Gibson

Members Absent: Michael Messerli (Chairman), and Dr. Thomas Thurston

Others Present: Keith Reed, Beverly Bymun, Tara Douglas, Nancy Meehan, Daniel Thatcher, Debbie Dickson, Rodney Barrett, Mark Braley, Amy Allen, Natalie Dixon and Dr. Lisa Connery

Notice of the meeting was posted in the front lobby of the Cleveland County Health Department from Tuesday, 06-06-17 through Tuesday, 06-13-17. Notice of this meeting was also on file at the Cleveland County Courthouse.

Darry Stacy called the meeting to order at 7:31 a.m. with a quorum present. The minutes were read and the motion was made by Pepper Martin and seconded by Todd Gibson to accept the minutes as written from May 9, 2017. All were in favor.

Topic	Discussion	Action
Staff Reports: Children First	<p>Natalie Dixon distributed copies of the May, 2017 Children First report prepared by Jennifer England, interim Children First lead nurse, to the Cleveland County Board of Health members and staff (<u>please see attachment</u>).</p> <p>Nancy Meehan, Children First Nurse, presented the Children First report for May, 2017 to the Cleveland County Board of Health and staff.</p>	
Environmental Health	<p>Natalie Dixon distributed copies of the Environmental Health reports May, 2017 to the Cleveland County Board of Health members and staff (<u>please see attachment</u>).</p> <p>Amy Allen, Environmental Health Supervisor, presented Environmental Health reports for May, 2017 to the Cleveland County Board of Health and staff.</p>	



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	<p>Amy Allen amended the report to include a spa at a hotel is currently on enforcement with an Emergency Cease and Desist. A discussion was had regarding the City of Thomas.</p>	
Health Education	<p>Natalie Dixon distributed copies of the May, 2017 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 May, 2017 to the Cleveland County Board of Health and staff.</p> <p>A discussion was had regarding the percentage of original members that are still active the workgroups.</p>	
Nursing	<p>Natalie Dixon distributed copies of the Nursing Services Report May, 2017, and Cleveland County Monthly Clinical Activity Report, 2017 (<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 May, 2017, and Cleveland County Monthly Clinical Activity Report, 2017 to the Cleveland County Board of Health and staff.</p> <p>A discussion was had regarding staffing issues, mandated services, budget, Oklahoma City County, contracts, STD trends, services provided to Oklahoma City County residents, and OSDH Senior Leadership.</p>	
Early Intervention/SoonerStart	<p>Natalie Dixon distributed copies of the May, 2017 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, presented the Sooner Start Report for May, 2017 to the Cleveland County Board of Health and staff.</p>	



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Veterans Coordinator	<p>Mark Braley, Veteran's Coordinator, presented the Veteran's Coordinator Report to the Cleveland County Board of Health and staff.</p> <p>Since the last report, Mark Braley has attended 11 speaking engagements with a total attendance of 272. He has had speaking engagements in Ardmore and Oklahoma City that were by request due to an interest in education to potential start similar programs. Also, he spoke at the Veterans Caucus at the Capitol. Dr. Price, from the University of Oklahoma, has agreed to assist with grant writing efforts to fund VCAT (Veterans Community Actions Team). Mark has been speaking with Max Burke, National Coordinator of VCAT. VCAT has experienced success with its pilot programs in Michigan, San Antonio and San Diego. The goal is to formalize structure and coordinator of services to ensure that there is "no wrong door".</p>	
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.• Operational updates included the State budget. The agency will have a 2.8% reduction in State funds. Overall, it is better than the requested scenarios of 5, 10, and 15%. There are still concerns regarding a potential mid-year adjustment due to the pending litigation over the Tobacco Fee, which the health department supports since increased cost is the number one way to reduce smoking. Program cuts will effect FQHC (Federally Qualified Health Centers), OCAP (Oklahoma Child Abuse Prevention Program, and attrition. The project for insurance reimbursement for immunizations. Currently awaiting an update. The parking lot resurfacing project is in progress. The phone system replacement for Norman will begin the bidding process in July.	



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Administration (cont.)	<ul style="list-style-type: none">• Strategic Planning updates, including the social marketing project is developing Visual Imaging has taken over Facebook postings and has begun the Caring4Tomorrow Campaign, Social Marketing has developed some Family Planning videos that would be coming soon to Facebook (other programs will also be featured), the bus wraps will be ready soon, currently looking for a new contract for Open Streets, dental screening program currently providing fluoride varnishing and dental education, the Reach Out & Read program is continuing through Child Guidance program, the Health Fair project is growing as needed, and the electronic billboard is up and running. The Veteran's Navigator program, the Community Kitchen, Diabetes/Heart Disease Prevention and Health Smart Curriculum, and County Connection projects currently do not have any updates to provide.	
<u>Other Matters:</u>	A discussion was had regarding the upcoming discussion group on Friday. Keith Reed explained that the meeting is to explain the what and whys of the requested reimbursement for data costs per employee per year quarterly out of the Public Health funds which is a legitimate cost. However, there are concerns regarding traveling staff, timing, and process. Potential solution could be to increase the personnel budget. Confusion was caused when OMES assigned the costs to the "Supplies" code without a more appropriate available code.	
<u>Adjournment:</u>	Board of Health Meeting adjourned at 8:01 am	Motion was made by Todd Gibson. Motion was seconded by Pepper Martin. All in favor.



Michael H. Meserli

Chairman
Cleveland County Board of Health

Minutes prepared by Natalie Dixon, Administrative Assistant

Children First

By Jennifer England
Board of Health Meeting
Stats from 5/1/17 – 5/31/17

Completed Visits in Cleveland County	186
Completed Visits in McClain County	20
Active Clients in Cleveland County	110
Active Clients in McClain County	10
Referrals Received Living in Cleveland County	34
Referrals Received Living in McClain County	2
Referrals Still Pending	45

Staffing: One nurse is out on FMLA. The other staff is seeing her clients while she is gone.

Referrals: We received a total of 36 referrals for the month. Referrals are being worked as they are received. 2 referrals were accepted.

Productivity: We completed a total of 206 visits with 120 families served which averages to 41 completed visits and 24 active clients per nurse.

Training: Several nurses attended CPR recertification course.

To: Cleveland County Board of Health
From: Amy Allen, Environmental Health Supervisor
Subject: Environmental Report for May 2017
Date: June 13th, 2017

Personnel

We have one vacant position.

Closures

Public Bathing Facilities:

Nine facilities were briefly closed to address imminent health hazards. Our inspectors worked with the facilities to reopen safely.

Restaurants and Other Facilities:

One facility was briefly closed to address imminent health hazards. Our inspectors worked with the facility to reopen safely.

Events worked in Cleveland County

Event	Date
Cinco de Mayo	May 5
Rose Rock Festival	May 5
May Arts Festival	May 6
After-Hours Food School	May 9
Circus	May 13
Beats & Bites	May 13
May Daze	May 19-20

Complaints:

Restaurants:

There were various complaints throughout the month of May. 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 May. 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 May.

Inspections:

High	100
Medium	60
Low	75
School	30
Pool	27
Temporaries	14
Total Inspections	306

Enforcement:

No facilities are currently on enforcement. 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				
2017/Quarter 2	Apr	May	Jun	Quarterly Total
Food Cards Issued	320	281		601
Food school Failures	0	0		0
Replacement Cards	11	14		25
Plan Reviews	9	6		15
Temp Licenses	19	14		33

Recent Plan Reviews			
Establishment	Address	City	Date Submitted
Crispin Grass-Fed Beef	409 N 11th	Thomas	04/04/17
Longhorn Steakhouse	210 INTERSTATE DR	Norman	04/05/17
Boyd Hall	311 W BOYD	Norman	04/12/17
Snowfox	755 SW 19th St	Moore	04/13/17
City Flavors	2900 S Service Rd	Moore	04/19/17
NNHS Coffee Bar	1809 Stubbman	Norman	04/20/17
Roger's Butcher Shop	100 N Main	Newcastle	04/21/17
Tri-City Diner	1107 Hwy 37	Newcastle	04/21/17
Pot Belly Sandwich Shop	780 SW 19TH ST SUITE 100	Moore	04/27/17
Café Rica	111 24th Ave NW Suite 120	Norman	05/02/17
Shiva Indian Cousine	1320 E Lindsay St	Norman	05/22/17
Tri City Nutrition	914 NW 32nd	Newcastle	05/23/17
Washington Public Schools	101 E Kerby Ave	Washington	05/24/17
Coriander Café	323 White St	Norman	05/24/17
Fresca Hospitality	3714 Reid Pryor Rd	Norman	05/24/17

Health Education Report

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CC YMCA CATCH Program

- The Cleveland County YMCA has wrapped up their CATCH program at the end of the school year. They will continue to incorporate some of the games from CATCH in their community summer initiatives.

CCTP- CC Healthy Living Program

- The TSET HLP will begin their new grant year in July. They are expected to experience some budget cuts to the local programs. The biggest impact is expected to be the program's ability to buy incentive items, and some travel restrictions.

Cleveland County Obesity Workgroup

- The group is working on partnering with the summer feeding program at Irving and a few local farmers to see if they would be able to set up and sell low cost produce to families and the surrounding apartment complexes in the area. The group has already had 2 farmers express interest in a travelling market.
- Workgroup partners will help to promote Farmer's Markets across the county.

Cleveland County Substance Abuse Workgroup

- The workgroup continues to reach out to local medical providers to create an inventory of who has an existing internal policy regarding the use and enforcement of the Prescription Monitoring Program.

Cleveland County Mental Health Workgroup

- The workgroup recently partnered with Transition House of Norman to help host their annual June Bug Jam event. The event served as a fundraiser for Transition House and well as brought attention to mental health issues within our community. CCHD had a representative participate in the talent show.

Cleveland County Child Health Workgroup

- The workgroup continues to plan a back to school event in partnership with alameda church of Christ, United Way, Variety Care, and Eastside Businesses Association.
- The workgroup continues to plan ways to promote well child checks to parents in the community.

CCTP-Healthy Noble Partnership

- The Healthy Noble Partnership will begin planning their annual BEAR (be excited about recreation) event to be held in September. The event date has yet to be determined.

Cleveland County Health Department

- The Health Educators will continue working with First Steps men's and women's drug rehab facilities to provide a series of health education presentations. Topics will include nutrition, stress management, tobacco cessation, and hepatitis.
- Health Ed will once again be partnering with City of Moore's Park and Recreation department to help host their annual Play in the Park Program. Each Friday during the months of June and July, we will be going to a different park in Moore and providing a short health education lesson and providing games and activities for the children.
- Erin has had several calls from various organizations wanting to provide Mental Health First Aid training to their staff.

Trainings	Location	Date
DHS Lecture Series "OK Children of Imprisoned Moms"	OKC	May 17 th
Health Promotion	Location	Date
CCHD Services Presentation at Mary Abbott House	Norman	May 4 th
First Steps Women's Facility sexual health presentation	OKC	May 21 st
First Steps Men's Facility sexual health presentation	OKC	May 22 nd
Play in the Park	Moore	June 2 nd
Car Seat Check Event at West Side Norman Library	Norman	June 3 rd
June Bug Jam	Norman	June 3 rd

Dental Health Education

-Dr. Winfree has been using Silver Diamine Fluoride (SDF) in the dental clinic with great success over the past two months. SDF solution is commonly used to stop cavities in primary teeth of children, especially those who are young and might be harder to perform dental procedures on. SDF application is quick and non-invasive, and helps with managing multiple cavities in children who might have to be referred to a pediatric specialist otherwise. Current studies suggest the SDF not only stops existing cavities but may also help prevent the formation of new ones.

Dental Clinic	Total
Patients Seen	17
Restoration/Fillings	26
Cleanings/Scalings	10
X-Rays/Sealants/Exams	25
Fluoride Treatments	9
Miscellaneous (Consults, Oral Hygiene Instructions, Rx, etc)	13
Total Procedures	83

Friends For Life	Total
Children Seen in Schools	411



Nursing Services
Cleveland County Board of Health
June 13, 2017

STAFFING: Unfortunately, as fast as things change around here, they don't move as fast at OSDH. We did get the approval for the Breastfeeding Peer Counselor in Moore and have interviewed and selected someone. Jennifer England is acting as our interim Lead Nurse in Children First. She drives up from Lawton 2 days a week. And so far, the State is not approving the filing of our RN in the Moore office, AND we received another resignation in Moore this week. Hopefully, there will be more information as the budget gets finalized.

CLINICS: We continue to have an influx of STD clients in the Moore office. They saw a total of 243 clients this last month. The Friday before the holiday, the nurses had 11 STDs checked in by 9:00 in the morning, and because of the lab restrictions for the holiday, they had to be done by 10:30. And they still turned clients away.

COMMUNICABLE DISEASE: All is quiet.

Cleveland County Health Department

Monthly Clinical Activity, 2017- CCHD

SERVICE/PROGRAM	January	February	March	April	May	June	TOTAL
Child Health	111	91	327	312	288		1129
Adult Health(wt.recheck,Hgb)	37	37	88	91	87		340
Dysplasia Follow-up	11	16	16	23	16		82
Communicable Disease	136	143	104	152	98		633
Head Checks	120	132	89	142	80		563
Rashes	0	0	0	0	0		0
Disease Investigations	16	11	15	10	18		70
Family Planning	808	686	810	657	739		3700
Annual Exam	324	247	327	256	277		1431
Contraceptive Follow-Up	123	132	122	87	149		613
Depo Only	125	96	124	114	99		558
Early Start	1	2	2	0	1		6
Emergency Contraception	13	23	16	18	17		87
Pregnancy Tests	103	86	92	81	101		463
Problem F/U	112	96	124	93	92		517
Misc.(supplies/transfer-in/results	7	4	3	8	3		25
STD	342	352	410	348	382		1834
Tuberculosis	67	55	75	76	120		393
PPD	15	10	9	14	25		73
Readings	10	13	15	20	27		85
Follow Up	24	14	37	29	49		153
Medications	15	14	13	11	15		68
CXR	3	4	1	2	4		14
Immunizations (OSIS)							
Clients Seen	490	479	512	375	361		2217
Doses of Vaccine given	1008	989	1090	801	720		4608
WIC – Caseload (@ EOM)	3703	3676	3812	3802	3900		<i>avg. 3778</i>
Certifications/Re-certification	736	713	869	735	765		3818
f/u- wt.ck,pkg.change, breast pump	87	90	106	89	111		483
Nutrition Education	299	218	258	230	296		1301
TOTAL Clients Seen	3124	2880	3575	3088	3263		15930
Online Nutrition Ed	598	510	448	462	414		2432
TB - PT	32	25	27	33	34		151
TB - DOT	7	6	3	5	5		
TB Pending	12	14	13	13	12		
BFPC	105	105	53	71	83		417

CLEVELAND COUNTY BOARD OF HEALTH MEETING

June 13, 2017

SOONERSTART PROGRAM REPORT

SoonerStart Caseload May 31, 2017 (previous month in parentheses)

Referrals	53	(68)	Breakdown by County:	
Eligible	26	(19)	Cleveland	230
Ineligible	11	(7)	Garvin	22
Exiting Program	32	(23)	McClain	26
Total Active Clients	275	(282)	Other Counties	8
			Total	286

SoonerStart Update:

- **Program Update-** I was asked to apply for an appointment of the Governor to serve on the Interagency Coordinating Counsel which is the governing board of Sooner Start as the Service Provider representative. I am still filling in for the Lead Clinician in Grady Co. who is on maternity leave until mid-July so I have taken over supervision of the EI nurse until her return. I have also been providing technical assistance to the two new employees in Pontotoc Co. on the roles and responsibilities of Sooner Start providers. During the month of May referrals were slightly below average for us, we are continuing to do a great job of getting new referrals screened and schedule for an evaluation in a very timely manner often just one week out still. We currently have 247 children on an IFSP and 286 in our local program.
- **Staffing-** We continue to have two vacancies, our Occupational Therapist III and the Speech Pathologist I are still posted. We interviewed for the SLP I position but our selection declined our offer and has accepted another position. Our contract PT is pregnant and is due in August so we will transition her clients to other providers on our staff in the near future.
- **Early Foundations-** We are going through the process of selecting new students for the Early Foundations Program, we have the capability to have six children enrolled when fully staffed with teaching assistance. There are three children that will transition to the school system in August which will create three new opening. There is only one child that will be receiving Early Foundation services on a school contract for the entire upcoming year, and one other one will go to school contract in January.
- **Trainings-** Three clinicians attended the Children’s Behavioral Health Conference in May, and will be presenting during our staff meeting a brief discussion of what was presented. We also had a team day to discuss updates to the EdPlan database last month.

**Cleveland County Board of Health
Administrator's Report
June 13, 2017**

1. Personnel

- a. Vacancies: 7.5 Active FTEs
 - Sooner Start: 2 (recruiting – 1 OT and 1 SLP)
 - Clerical: 2 (2-AT Norman awaiting approvals)
 - Environmental: 1 (1-PHS awaiting approval)
 - Nursing 2.5 (.5-BFPC Moore interviewing; 1 Moore RN Clinic awaiting approval; 1 Norman C1 Supervisor awaiting approval)

2. Operations

- a. State Budget – 2.8% reduction.
- b. Immunizations – Insurance Reimbursement/reconciliation project continues.
- c. Parking lot resurfacing scheduled.
- d. Phone system replacement for Norman – working on estimates/bid process

3. Strategic Plan Update

Strategic Planning – Priorities

1. Social Marketing – *Visual Image Marketing and Branding – Facebook, Twitter*
 - Twitter: @CleCountyHealth
 - Facebook: Managed by VI
 - Caring4Tomorrow Campaign
 - a. Open Streets/Child Festival – Searching for new contract.
 - b. County Connections - NTR
 - c. Farmer’s Market* - Bus Wraps, Social Media...In process
2. Veteran’s Navigator – *See Mark Braley’s Report*
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 – *Grows as needed.*
9. Electronic Billboard – *Up... running*

