



Cleveland County  
Health Department

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

**March 13, 2018**

**AGENDA**

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



**Board of Health Meeting**  
**Date: March 13, 2018**

**Members Present:** Darry Stacy (Chairman), Todd Gibson, Michael Messerli, Dr. Thomas Thurston, and Pepper Martin

**Members Absent:** none

**Others Present:** Beverly Bymun, Tara Douglas, Tracie Rochester, Debbie Dickson, Rodney Barrett, Amy Allen, and Dr. Lisa Connery

Notice of the meeting was posted in the front lobby of the Cleveland County Health Department from Tuesday, 03-06-18 through Tuesday, 03-13-18. 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 Michael Messerli and seconded by Todd Gibson to accept the minutes as written from February 13, 2018. All were in favor.

Topic	Discussion	Action
<b>Staff Reports: Children First</b>	<p>Natalie Dixon distributed copies of the February, 2018 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>Tracie Rochester, Children First Nurse, presented the Children First report for February, 2018 to the Cleveland County Board of Health and staff.</p>	
<b>Environmental Health</b>	<p>Natalie Dixon distributed copies of the Environmental Health reports February, 2018 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 February, 2018 to the Cleveland County Board of Health and staff.</p>	



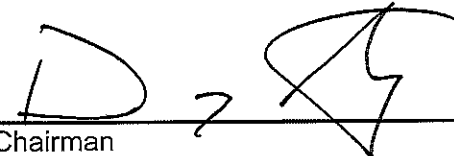
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<b>Health Education</b>	<p>Natalie Dixon distributed copies of the February, 2018 Health Education Report to the Cleveland County Board of Health members and staff (<u>please see attachment</u>).</p> <p>Tara Douglas, Health Education Supervisor, presented the Health Education Report for February, 2018 to the Cleveland County Board of Health and staff.</p> <p>A discussion was had regarding the Stepping Up meeting and having someone attend.</p>	
<b>Nursing</b>	<p>Natalie Dixon distributed copies of the Nursing Services Report February, 2018, and Cleveland County Monthly Clinical Activity Report, 2018 (<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 February, 2018, and Cleveland County Monthly Clinical Activity Report, 2018 to the Cleveland County Board of Health and staff.</p>	
<b>Early Intervention/ SoonerStart</b>	<p>Natalie Dixon distributed copies of the February, 2018 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 February, 2018 to the Cleveland County Board of Health and staff.</p>	
<b>Administration</b>	<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>Beverly Bymun, District Nurse Manager, provided:</p> <ul style="list-style-type: none"><li>• Staff/Personnel update included authorized vacancies, and the recall policy.</li><li>• Operations update included state budget update with completion of the RIFs, CCHD payroll summary update including update on</li></ul>	



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	<p>WIC and FTEs, immunizations update included the Deputy Commissioners agreement to re-visit plans to propose a settlement for past money spent for immunizations.</p> <ul style="list-style-type: none"><li>• Joint Commission on Public Health was discussed. The deadline has been extended to mid-March for final recommendations to the Governor's office. It appears the recommendations will include increased transparency in budgeting and increased autonomy for CHDs, however, they will stop short of recommending decentralization. All in all, they seem to be positive and reasonable recommendations.</li><li>• Strategic Planning updates included Open Streets Norman is April 15, 2018.</li></ul>	
<b><u>Other Matters:</u></b>	<p>A discussion was had regarding city-county requirements.</p> <p>Healthy Living project update included First Baptist Church has accepted the purchase offer.</p>	
<b><u>Adjournment:</u></b>	<p>Board of Health Meeting adjourned at 7:57 am</p>	<p>Motion was made by Michael Messerli. Motion was seconded by Todd Gibson. All in favor.</p>

  
Chairman  
Cleveland County Board of Health

Minutes prepared by Natalie Dixon, Administrative Assistant

Cleveland County BOH Meeting  
Date: 03/15/2018

# Children First

By Jennifer England  
Board of Health Meeting  
Stats from 2/1/18 to 2/28/2018

<b>Completed Visits in Cleveland County</b>	109
<b>Completed Visits in McClain County</b>	20
<b>Active Clients in Cleveland County</b>	98
<b>Active Clients in McClain County</b>	13
<b>Referrals Received Living in Cleveland County</b>	7
<b>Referrals Received Living in McClain County</b>	1
<b>Referrals Still Pending</b>	3

**Staffing:** One vacant position. One nurse has a reduced caseload due to school.

**Referrals:** We received a total of 8 referrals for the month. We no longer have a waiting list.

**Productivity:** We completed a total of 129 visits with 111 families served which averages to 26 completed visits and 22 active clients per nurse. We had a total of 59 nurse cancelled visits, most are related to weather and the measles outbreak.

**Training:** Staff also had a one day PAP meeting for Protocol Review

**To:** Cleveland County Board of Health  
**From:** Amy Allen, Environmental Health Supervisor  
**Subject:** Environmental Report for January 2018  
**Date:** March 13<sup>th</sup>, 2018

**Closures**

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**Public Bathing Facilities:**

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

**Restaurants and Other Facilities:**

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

**Events worked by Cleveland County Staff**

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<b>Event</b>	<b>Date</b>
<b>After-Hours Food School</b>	February 13

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**Complaints:**

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**Restaurants:**

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There were various complaints throughout the months of July and August. 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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Various complaints were worked. 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:

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No truck wrecks were reported.

### Inspections:

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High	76
Medium	38
Low	34
School	22
Pool	10
Temporaries	0
Total Inspections	180

### Enforcement:

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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				
2018/Quarter 1	Jan	Feb	Mar	Quarterly Total
Food Cards Issued	502	340		<b>842</b>
Food school Failures	0	0		<b>0</b>
Replacement Cards	18	8		<b>26</b>
Plan Reviews	5	11		<b>16</b>
Temp Licenses	0	0		<b>0</b>

Recent Plan Reviews			
Establishment	Address	City	Date Submitted
Stars & Stripes Pizza			01/04/18
Neighborhood Jam	102 W Main St	Norman	01/11/18
On Point Nutrition	819 SW 19th St Suite 2	Moore	01/26/18
Checkers Food Mart	506 N Porter	Norman	01/29/18
7-Eleven #045	1100 SW 19th	Moore	01/31/18
Sm'Okies Sourdough Situation	619 E Gray St	Norman	02/02/18
Levy Restaurants			02/08/18
Dollar General			02/09/18
Adventure Town			02/12/18
Terra Verde Discovery School Cafeteria	1000 36th Ave SE	Norman	02/13/18
Moore Los Tacos	122 N Broadway	Moore	02/14/18
Blessed & Grateful	303 W Chickasaw St	Washington	02/20/18
Gaberino's Homestyle Italian (Mobile)	283 34th Ave SW	Norman	02/23/18
Kimen's Comfort Kitchen	1100 E Constitution Ave Ste 120	Norman	02/23/18
Cosmic Sno	1301 24th Ave SW	Norman	02/27/18
Candyopolis	3325 W Main St	Norman	02/28/18
Frozen Mesa Winery	1808 W Lindsay St Ste 100	Norman	02/28/18



## **Health Education Report**

Cleveland County Board of Health Meeting  
March 13, 2018

### **CC YMCA CATCH Program**

- The Cleveland County YMCA continues to incorporate some of the games and lessons from CATCH in their afterschool program. Additionally they've used some of the CATCH curriculum for Noble Public Schools on Fridays when the schools are closed.

### **CCTP- CC Healthy Living Program**

- The TSET HLP Grantees continue to work with local community partners to encourage them to pass wellness policies.

### **Cleveland County Obesity Workgroup**

- The workgroup subcommittees are working to put together some educational materials to help farmer's market vendors to promote their produce, its nutritional benefits, and healthy ways to prepare it. VI is also currently working on sample logos to help brand the workgroup.

### **Cleveland County Substance Abuse Workgroup**

- The workgroup had a setback on the mailers for the Norman utility bills but will have the informational flyer on safe disposal in June.

### **Cleveland County Mental Health Workgroup**

- The workgroup now has a local mental health court judge attending the workgroup meetings to get resources for the court system.

### **Cleveland County Child Health Workgroup**

- The workgroup is partnering with local mother's day out programs to help alleviate elements of postpartum depression among women who don't have much of a support system in place.
- The workgroup is also looking to partner with local food bank staff to help them navigate clients in the SNAP enrollment process.

### **CCTP-Healthy Noble Partnership**

- The Healthy Noble Partnership will begin planning their April community gardening event at the Noble Library.

### **Cleveland County Health Department**

- Open Streets Norman will be April 15<sup>th</sup> from 1:00-5:00. The route will be along Webster Ave from Andrew Park down to Eufaula Street. The Caring 4 Tomorrow Facebook page has created an event for it that you can go RSVP for and receive updates about the event.
- The Pioneer Library System recently received several health literacy grants among their sites and will be partnering with our Health Education team to provide nutrition education and healthy snack demonstrations that would be open to the community.
- The grant funding at OSDH for the car seat program has been eliminated, so the recent shipment of car seats that we received may be our last until Injury Prevention Services can find alternative funding.

## Dental Health Program

The annual OK MOM event was this past month in Durant. This event was possible through the efforts of many volunteers and sponsors. 957 patients were served, 8,166 procedures performed to include for the first time permanent crowns. A total of \$1,157,501.20 in donated dental care. On average, each patient received \$1,209.51 in donated care.

Unfortunately, due to the recent RIF in OSDH, Glenda Lee is no longer with us. She was a tremendous asset to the Dental Health Program, and it will be a big loss for our agency. Dr. Winfree will continue to do dental clinics, but the outreach program will be on hold.

<b>Dental Clinic</b>	<b>Total</b>
Patients Seen	15
Restoration/Fillings	8
Silver Diamine Fluoride	
Exams/X-rays	29
Cleanings/Scalings	10
Fluoride Treatments	9
Sealants	17
Miscellaneous (Consults, Oral Hygiene Instructions, Rx, etc)	18
<b>Total Procedures</b>	<b>91</b>



## Nursing Services Cleveland County Board of Health March 13, 2018

**STAFFING:** I have no idea!?!?! We lost 2 LPNs in Moore, and there is one RN position in Norman that was vacated last month. But there is no movement at the state office to post or fill any positions at this time.

**CLINICS:** As I reported last month, February is always a slow month, clinic wise. We will be decreasing the number of appointments to accommodate the staffing patterns.

**MEASLES:** We investigated the confirmed case of Measles, with **781 contacts**. We utilized staff to make those calls, using anywhere **from 5 to 25 (first full day) staff members** to make those calls. We continued to call for the next 2 weeks, and at the end of the communicable period, there were no new cases. There were **approximately 74 that received an MMR** during that 2 week time period, but it could not be determined whether it was related to the case or not.

**FLU:** As of February 27, there were a total of 4,119 influenza-associated hospitalizations across the state, which surpasses the tracking initiated in 2009-2010 pandemic of 2,425 hospitalizations. There have been a total of 194 deaths across the state, including 1 child 5-17 years old.

The State Health Department decided to offer the flu vaccine at no charge starting February 15, but there has been limited interest.

**Cleveland County Health Department**  
**Monthly Clinical Activity, 2018- Cleveland County**

SERVICE/PROGRAM	January	February	March	April	May	June	TOTAL
<b>Child Health</b>	<b>266</b>	<b>180</b>					<b>446</b>
<b>Adult Health</b> (wt.recheck,Hgb)	<b>81</b>	<b>45</b>					<b>126</b>
<b>Dysplasia Follow-up</b>	<b>9</b>	<b>13</b>					<b>22</b>
<b>Communicable Disease</b>	<b>147</b>	<b>111</b>					<b>258</b>
Head Checks	132	92					224
Rashes	0	0					0
Disease Investigations	15	19					34
<b>Family Planning</b>	<b>734</b>	<b>513</b>					<b>1247</b>
Annual Exam	264	164					428
Contraceptive Follow-Up	123	120					243
Depo Only	148	100					248
Early Start	1	0					1
Emergency Contraception	23	11					34
Pregnancy Tests	63	61					124
Problem F/U	102	55					157
Misc.(supplies/transfer-in/results	10	2					12
<b>STD</b>	<b>324</b>	<b>199</b>					<b>523</b>
<b>Tuberculosis</b>	<b>70</b>	<b>48</b>					<b>118</b>
PPD	11	8					19
Readings	13	7					20
Follow Up	30	19					49
Medications	9	11					20
CXR	7	3					10
<b>Immunizations (OSIIS)</b>		0					
<b>Clients Seen</b>	<b>473</b>	<b>343</b>					<b>816</b>
Doses of Vaccine given	811	665					1476
<b>WIC – Caseload (@ EOM)</b>	<b>3449</b>	<b>3243</b>					<i>avg 3346</i>
<b>Certifications/Re-certification</b>	<b>703</b>	<b>475</b>					<b>1178</b>
f/u- wt.ck,pkg.change, breast pump	150	73					223
<b>Nutrition Education</b>	<b>174</b>	<b>124</b>					<b>298</b>
<b>TOTAL Clients Seen</b>	<b>3131</b>	<b>2124</b>					<b>5255</b>
<b>Online Nutrition Ed</b>	<b>636</b>	439					<b>1075</b>
TB - PT	28	25					53
TB - DOT	4	4					
TB Pending	9	15					
BFPC	53	42					95

CLEVELAND COUNTY BOARD OF HEALTH MEETING

March 13, 2018

SOONERSTART PROGRAM REPORT

SoonerStart Caseload February 28<sup>th</sup> 2018 (previous month in parentheses)

	Feb.	Jan.	Breakdown by County;	
Referrals	62	(64)	Cleveland	245
Eligible	21	(31)	Garvin	26
Ineligible	6	(11)	McClain	25
Exiting Program	16	(21)	Other Counties	7
Total Active Clients	303	(286)	Total	303

SoonerStart Update:

- **Program Update-** I attended the quarterly Lead Clinician meeting, our state budget for FY19 is moving forward with hopes that we will receive a two million dollar increase state wide. Zika virus is now an automatic qualifying condition for SoonerStart eligibility. We also received a monitoring report that stated our region meet performance requirements at 99.71% for the time period monitored. The snow days a couple of weeks ago will impact our state car usage rate, we need to drive 1000 miles a month and utilize our vehicles 18 days per month. But we only had 17 working days in February.
- **Staffing-** The Speech Language Pathologist I position is still posted and we will start the process of selecting possible applicants over the next few month from the upcoming graduation class. The Ada region is still without any providers so we are continuing to provide support to them, as well as to Potawatomie and Grady counties.
- **Early Foundations-** The Early Foundations program is functioning well, the director had her baby and her assistant is filling in for her during her absents. We are starting to identify possible students for next year, there will only be one child aging out though.
- **Trainings-** All SoonerStart staff attended a second training on Assistive Technology this one covered funding sources to aid families in getting resources for their child and families. The Department of Education staff and one of our providers attended a training on Attachment and bonding with your child. The Occupational Therapist attended training on Best Practices for Early Intervention for Children with Moderate and Sever Gross Motor Impairments.

**Cleveland County Board of Health  
Administrator's Report  
March 13, 2018**

**1. Personnel**

- a. Authorized Vacancies: 4 Active FTEs (SLP; AT; Clinic RN; C1 RN)
  - i. OSDH is working through a recall policy to fill new positions following the RIF. We cannot move forward on any affected positions until the policy is in place.

**2. Operations**

- a. State Budget Update
  - i. RIFs are now complete
    - 1. 2 unclassified positions lost (Nurse Practitioners)
    - 2. 6 classified losses in March (PCAs, LPNs, Business Manager)
- b. CCHD Payroll summary – Post-RIF Original Agreement
  - i. Revolving – ~ \$350,000
    - 1. 7 Inspectors paid via fees
  - ii. State – \$0.00
  - iii. Federal - ~ \$1,500,000.00
    - 1. Early Intervention – 14 staff members (+1 vacancy)
    - 2. WIC - 2 Nutritionists & 5 Temp BFPC
    - 3. Preparedness - 1 LERC
    - 4. Family Planning - 1 ARNP
  - iv. Local - ~ \$3,750,000 (59 staff: Max remaining subject to reimbursement) (+1 vacancy)

UPDATED Agreement: Based on last meeting's discussion, I have proposed to OSDH that approximately 7 FTEs must be moved to a Federal WIC fund source. This will increase our federal payroll by approximately \$400,000.00, while decreasing millage payroll by the same amount.

New numbers:

Revolving	~ \$350,000
State	– \$0.00
Federal	~ \$1,900,000.00
Local	~ \$3,350,000

Note that local payroll could increase if we are allowed to refill any positions.

- c. Immunizations – Insurance Reimbursement/reconciliation project update. The Deputy Commissioner for CFHS has agreed to re-visit plans to propose a settlement for past money spent for immunization that created revenue that was not directed back to the CCHD.

### **3. Joint Commission on Public Health**

The deadline has been extended to mid-March for final recommendations to the Governor's office. It appears the recommendations will include increased transparency in budgeting and increased autonomy for CHDs, however, they will stop short of recommending decentralization. All in all, they seem to be positive and reasonable recommendations.

### **4. Strategic Plan Update – April 15 Open Streets in Norman**

