



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.**

**May 9, 2017**

**AGENDA**

- I. Call to Order
- II. Approval of April 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. Open Streets – Christy Emig
  - G. Administration – Keith Reed
- IV. Other Matters
- V. Adjourn



**Board of Health Meeting**  
**Date: May 9, 2017**

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

**Members Absent:** Todd Gibson

**Others Present:** Keith Reed, Beverly Bymun, Tara Douglas, Vicki Borycki, Nancy Meehan, Christy Emig, Daniel Thatcher and Dr. Lisa Connery

Notice of the meeting was posted in the front lobby of the Cleveland County Health Department from Tuesday, 05-02-17 through Tuesday, 05-09-17. 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 Pepper Martin and seconded by Darry Stacy to accept the minutes as written from April 11, 2017. All were in favor.

Topic	Discussion	Action
<b>Staff Reports: Children First</b>	<p>Natalie Dixon distributed copies of the April, 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 April, 2017 to the Cleveland County Board of Health and staff.</p>	
<b>Environmental Health</b>	<p>Natalie Dixon distributed copies of the Environmental Health reports April, 2017 to the Cleveland County Board of Health members and staff (<u>please see attachment</u>).</p> <p>Keith Reed, Administrator, presented Environmental Health reports for April, 2017 to the Cleveland County Board of Health and staff in Amy Allen's absence.</p>	



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<b>Health Education</b>	<p>Natalie Dixon distributed copies of the April, 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 April, 2017 to the Cleveland County Board of Health and staff.</p>	
<b>Nursing</b>	<p>Natalie Dixon distributed copies of the Nursing Services Report April, 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 April, 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 the annual trends of flu deaths.</p>	
<b>Early Intervention/SoonerStart</b>	<p>Natalie Dixon distributed copies of the April, 2017 SoonerStart Program Report (<u>please see attachments</u>) to the Cleveland County Board of Health and staff.</p> <p>Vicki Borycki, Early Intervention/SoonerStart OT/PT Supervisor, presented the Sooner Start Report for April, 2017 to the Cleveland County Board of Health and staff.</p>	
<b>Open Streets</b>	<p>Natalie Dixon distributed copies of the April, 2017 Open Streets Report (<u>please see attachments</u>) to the Cleveland County Board of Health and staff.</p> <p>Christy Emig, Community Coordinator, presented the Open Streets Report for April, 2017 and showed Open Streets promotional video on Facebook to the Cleveland County Board of Health and staff.</p> <p>A discussion was had regarding the potential for increase attendance with a “main act”, and continuing efforts to coordinate an Open Streets event in</p>	



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	Moore.	
<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>Keith Reed, Administrator, provided:</p> <ul style="list-style-type: none"><li>• Staff/Personnel update vacancies and pending approvals.</li><li>• Operational updates included the State budget. Awaiting information regarding the budget. The project for insurance reimbursement for immunizations continues with an estimate time for another two months and chances of retroactive reimbursement. The parking lot resurfacing project is out to bid for Norman. Upcoming project for phone system replacement for Norman is being discussed.</li><li>• 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, dental screening program currently providing fluoride varnishing and dental education, the Reach Out &amp; 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.</li><li>• Cleveland County Health Department has won the County Health Department of the Year award from OSDH for our efforts in accreditation.</li></ul>	



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<b><u>Other Matters:</u></b>		
<b><u>Adjournment:</u></b>	Board of Health Meeting adjourned at 8:03 am	Motion was made by Pepper Martin. Motion was seconded by Darry Stacy. All in favor.



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Chairman  
Cleveland County Board of Health

Minutes prepared by Natalie Dixon, Administrative Assistant

# Children First

By Jennifer England  
Board of Health Meeting  
Stats from 4/1/17 – 4/30/17

<b>Completed Visits in Cleveland County</b>	173
<b>Completed Visits in McClain County</b>	22
<b>Active Clients in Cleveland County</b>	110
<b>Active Clients in McClain County</b>	11
<b>Referrals Received Living in Cleveland County</b>	29
<b>Referrals Received Living in McClain County</b>	0
<b>Referrals Still Pending</b>	22

**Staffing:** April Jewell's last day with children first was April 28, 2017. Jennifer England will replace her as interim lead beginning on May 1, 2017. One nurse will be out for a period of 12 weeks. The other staff will see her clients while she is gone.

**Referrals:** We received a total of 29 referrals for the month. Referrals are being worked as they are received. 5 referrals were accepted.

**Productivity:** We completed a total of 195 visits with 121 families served which averages to 33 completed visits and 20 active clients per nurse.

**Training:** Starla attended the Child abuse conference. Keely, Starla, Lyn, and Mary Lou attended 10th Annual Martha Collar Tech Reunion.

April is Child Abuse Awareness month. Blue ribbons have been placed on several trees out front as well as a display at the entry of the Health Department.

**To:** Cleveland County Board of Health  
**From:** Amy Allen, Environmental Health Supervisor  
**Subject:** Environmental Report for April 2017  
**Date:** May 9<sup>th</sup>, 2017

## **Personnel**

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We have one vacant position.

## **Closures**

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### **Public Bathing Facilities:**

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

### **Restaurants and Other Facilities:**

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No facilities were closed to address imminent health hazards.

## **Events worked in Cleveland County**

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<b>Event</b>	<b>Date</b>
<b>Medieval Fair</b>	March 31, April 1, April 2
<b>Norman Farmer's Market</b>	April 4
<b>Red &amp; White Game</b>	April 8
<b>After-Hours Food School</b>	April 11
<b>89'ers Day</b>	April 22
<b>Norman Music Fest</b>	April 27, 28, 29

## **Complaints:**

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### **Restaurants:**

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There were various complaints throughout the month of April. 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 the month of April. 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 for the month of April.

### Inspections:

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High	81
Medium	31
Low	53
School	34
Pool	6
Temporaries	19
Total Inspections	224

### 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				
2017/Quarter 2	Apr	May	Jun	Quarterly Total
Food Cards Issued	320			<b>320</b>
Food school Failures	0			<b>0</b>
Replacement Cards	11			<b>11</b>
Plan Reviews	9			<b>9</b>
Temp Licenses	19			<b>19</b>

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

## **Health Education Report**

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### **CC YMCA CATCH Program**

- The Cleveland County YMCA will wrap 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 continues to reach out to local business and schools to encourage them to pass wellness policies.

### **Cleveland County Obesity Workgroup**

- The group continues to work with VI to create a brand underneath the C4T campaign to make them more recognizable in the community.
- They are looking into the possibility of 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.

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

- The workgroup is reaching 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. OU SW Prevention Center has sample policies for any providers who would like to implement a policy.

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

- The workgroup is partnering with Transition House to help promote their annual June Bug Jam event that serves as their annual fundraiser and raises awareness about mental illness in the community. CCHD will have a representative at the event on June 3<sup>rd</sup>.

### **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.
- A group of local resource navigators in the Moore and Norman area received funding from the United Way of Norman for an Uber pilot program to provide transportation for clients with appointments at the represented agencies.

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

- The Noble SWAT team was recently awarded the National YAYA (Youth Advocates of the Year Award) by Tobacco Free Kids. The team officers will be taking a trip to Washington DC over the summer to represent Noble at an awards ceremony and will meet with legislators.

### **Cleveland County Health Department**

- The Health Educators are working with the First Steps men's and women's drug treatment facility to plan ongoing health education classes for their residents. They are interested in topics including sexual health, hepatitis, nutrition, tobacco cessation, and stress management.
- CCHD is working with the City of Norman to help provide public education regarding mosquito control efforts.

<b>Trainings</b>	<b>Location</b>	<b>Date</b>
COOP Site Activation Drill	CCHD	April 18
Martha Collar Tech Reunion	OKC	April 19
Suicide Prevention Conference	Norman	April 27
<b>Health Promotion</b>	<b>Location</b>	<b>Date</b>
Teen pregnancy prevention series at the Norman Central Library	Norman	April 13, 20, 27
Week of the Young Child Event at the Norman West Side Library	Norman	April 29
YMCA Health Kids Day Event	Norman	April 29

### **Dental Health Education**

-Glenda wrapped up her Friends for Life Outreach program for the year in the schools. She will continue to assist in the CCHD dental clinics.

<b>Dental Clinic</b>	<b>Total</b>
Patients Seen	12
Restoration/Fillings	5
Cleanings/Scalings	19
X-Rays/Sealants/Exams	19
Fluoride Treatments	6
Miscellaneous (Consults, Oral Hygiene Instructions, Rx, etc)	13
<b>Total Procedures</b>	<b>62</b>

<b>Friends For Life</b>	<b>Total</b>
Children Seen in Schools	1001



Nursing Services  
Cleveland County Board of Health  
May 9, 2017

**STAFFING:** Things are changing rapidly around here. We are still waiting on the approval for the Breastfeeding Peer Counselor in Moore; we are now looking for a Children's First Lead Nurse as April Jewel accepted a position as a Family Nurse Practitioner in the Family Planning Program for Cleveland County. And then we had a nurse leave the Moore office to pursue her education.

**CLINICS:** We are in the process of returning flu vaccine, keeping minimal amounts that are not expired. The last report on Flu deaths was 96.

**FAMILY PLANNING:** As I reported earlier, we have added another Nurse Practitioner to our staff. April Jewell will be helping fill in when the other nurses are traveling to outlying counties, as well as add support to the large caseload in Moore.

**STD:** We are still seeing a large number of STD clients (no thanks to Facebook). We have had several cases of Syphilis, but the majority of them are from OK County. I asked for a count of + Syphilis cases in Cleveland County for last year, and up to this month for this year.....They sent me 2015 numbers. I have asked for more recent numbers, so maybe I will have them by our meeting.

This is NATIONAL NURSING WEEK!

I'm very proud of the Nursing Staff we have. There are a total of 24 RNs, 2 LPNs, and 4 Nurse Practitioners at the Cleveland County Health Department.

## Cleveland County Health Department

### Monthly Clinical Activity, 2017- CCHD

SERVICE/PROGRAM	January	February	March	April	May	June	TOTAL
<b>Child Health</b>	<b>111</b>	<b>91</b>	<b>327</b>	<b>312</b>			<b>841</b>
<b>Adult Health(wt.recheck,Hgb)</b>	<b>37</b>	<b>37</b>	<b>88</b>	<b>91</b>			<b>253</b>
<b>Dysplasia Follow-up</b>	<b>11</b>	<b>16</b>	<b>16</b>	<b>23</b>			<b>66</b>
<b>Communicable Disease</b>	<b>136</b>	<b>143</b>	<b>104</b>	<b>152</b>			<b>535</b>
Head Checks	120	132	89	142			483
Rashes	0	0	0	0			0
Disease Investigations	16	11	15	10			52
<b>Family Planning</b>	<b>808</b>	<b>686</b>	<b>810</b>	<b>657</b>			<b>2961</b>
Annual Exam	324	247	327	256			1154
Contraceptive Follow-Up	123	132	122	87			464
Depo Only	125	96	124	114			459
Early Start	1	2	2	0			5
Emergency Contraception	13	23	16	18			70
Pregnancy Tests	103	86	92	81			362
Problem F/U	112	96	124	93			425
Misc.(supplies/transfer-in/results	7	4	3	8			22
<b>STD</b>	<b>342</b>	<b>352</b>	<b>410</b>	<b>348</b>			<b>1452</b>
<b>Tuberculosis</b>	<b>67</b>	<b>55</b>	<b>75</b>	<b>76</b>			<b>273</b>
PPD	15	10	9	14			48
Readings	10	13	15	20			58
Follow Up	24	14	37	29			104
Medications	15	14	13	11			53
CXR	3	4	1	2			10
<b>Immunizations (OSIS)</b>							
<b>Clients Seen</b>	<b>490</b>	<b>479</b>	<b>512</b>	<b>375</b>			<b>1856</b>
Doses of Vaccine given	1008	989	1090	801			3888
<b>WIC – Caseload (@ EOM)</b>	<b>3703</b>	<b>3676</b>	<b>3812</b>	<b>3802</b>			<i>avg. 3748</i>
<b>Certifications/Re-certification</b>	<b>736</b>	<b>713</b>	<b>869</b>	<b>735</b>			<b>3053</b>
f/u- wt.ck,pkg.change, breast pump	87	90	106	89			372
<b>Nutrition Education</b>	<b>299</b>	<b>218</b>	<b>258</b>	<b>230</b>			<b>1005</b>
<b>TOTAL Clients Seen</b>	<b>3124</b>	<b>2880</b>	<b>3575</b>	<b>3088</b>			<b>12667</b>
<b>Online Nutrition Ed</b>	<b>598</b>	<b>510</b>	<b>448</b>	<b>462</b>			<b>2018</b>
TB - PT	32	25	27	33			
TB - DOT	7	6	3	5			
TB Pending	12	14	13	13			
BFPC	105	105	53	71			334

## CLEVELAND COUNTY BOARD OF HEALTH MEETING

*May 9, 2017*

### **SOONERSTART PROGRAM REPORT**

#### **SoonerStart Caseload April 30, 2017 (previous month in parentheses)**

Referrals	68	(72)	Breakdown by County:	
Eligible	19	(26)	Cleveland	226
Ineligible	7	(10)	Garvin	25
Exiting Program	23	(22)	McClain	28
Total Active Clients	282	(275)	Other Counties	5
			Total	284

#### **SoonerStart Update:**

- **Program Update-** The last week of April the Lead Clinician in Grady Co. went on maternity leave for 12 weeks so I have taken over supervision of the EI nurse until her return. I have also been training two new employees in Pontotoc Co. on the roles and responsibilities of Sooner Start providers. During the month of April referrals were about 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 243 children on an IFSP and 282 in our local program. The new data base is starting to provide more reports now and our region has done some quality assurance procedures to make sure the data is correct in the data base.
- **Staffing-** We continue to have two vacancies, our Occupational Therapist III and the Speech Pathologist I are still posted. I continue to receive calls and emails from current students that are interested in our positions but they cannot be interviewed until they have graduated. Our contract PT has started seeing clients on her own now and is doing well so far.
- **Early Foundations-** We are at capacity at the Early Foundations Program, with six children enrolled, and are fully staffed at this time. 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. We are continuing to keeping track of potential students for next school year enrollment into the program.
- **Trainings-** Shyla Neher one of our Psychological Clinicians attended an week long training on Trust-Based Relational Intervention Training in Fort Worth, which was a training on how to work with children from "hard places." Two staff attended the Child Abuse/ Neglect Prevention Conference also.



**Cleveland County Board of Health  
Administrator's Report  
May 9, 2017**

**1. Personnel**

- a. Vacancies: 8.5 Active FTEs
  - Sooner Start: 2 (recruiting – 1 OT and 1 SLP)
  - Clerical: 3 (1-AT Moore Filled will start 05-15-17); (2-AT Norman awaiting approvals)
  - Environmental: 1 (1-PHS awaiting approval)
  - Nursing 2.5(.5-BFPC Moore awaiting approval; 1 Moore RN Clinic awaiting approval; 1 Norman C1 Supervisor awaiting approval )

**2. Operations**

- a. State Budget – Still waiting to see state budget.
- b. Immunizations – Insurance Reimbursement/reconciliation project continues. Estimate is another 2 months.
- c. Parking lot resurfacing out to bid for Norman.
- d. Phone system replacement for Norman

**3. 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 – Christy Emig to Report
    - b. County Connections - NTR
    - c. Farmer’s Market\* - Bus Wraps, Social Media...In process
2. Veteran’s Navigator – *NTR*
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*

