



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.**

**October 10, 2017**

**AGENDA**

- I. Call to Order
- II. Approval of September 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. Veteran’s Coordinator– Mark Braley
  - G. Administration – Keith Reed
- IV. Other Matters
- V. Adjourn



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

**Members Present:** Darry Stacy, Pepper Martin, Todd Gibson and Dr. Thomas Thurston

**Members Absent:** Michael Messerli (Chairman)

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

Notice of the meeting was posted in the front lobby of the Cleveland County Health Department from Tuesday, 10-03-17 through Tuesday, 10-10-17. 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 Darry Stacy to table the approval of the minutes as written from September 26, 2017. All were in favor.

Topic	Discussion	Action
<b>Staff Reports: Children First</b>	<p>Natalie Dixon distributed copies of the September, 2017 Children First report 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 September, 2017 to the Cleveland County Board of Health and staff in Jennifer England's absence.</p>	
<b>Environmental Health</b>	<p>Natalie Dixon distributed copies of the Environmental Health reports September, 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 September, 2017 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 September, 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 September, 2017 to the Cleveland County Board of Health and staff.</p>	
<b>Nursing</b>	<p>Natalie Dixon distributed copies of the September, 2017 Cleveland County Health Department Monthly Clinical Activity and 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 September, 2017 to the Cleveland County Board of Health and staff.</p>	
<b>Early Intervention/SoonerStart</b>	<p>Natalie Dixon distributed copies of the September, 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 September, 2017 to the Cleveland County Board of Health and staff. .</p>	
<b>Veteran's Coordinator</b>	<p>Mark Braley, Veteran's Coordinator, presented the Veteran's Coordinator Report for September, 2017 to the Cleveland County Board of Health and staff. Written report added after conclusion of the meeting (<u>please see attachment</u>).</p> <p>A discussion was had regarding the selection process for the pheasant hunt.</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>	



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	<p>Keith Reed, Administrator, provided:</p> <ul style="list-style-type: none"><li>• Staff/Personnel update vacancies, pending approvals, positions will the potential to remain active, and positions that will probably be lost.</li><li>• Operational updates included furloughs which will be one day per pay period for staff members who earn more than \$35,000 per year, which will lead to a 10% reduction in service. The budget shortfall for this year is \$10.4 million. VOBO to reduce 150-200 positions with equates to about 10% of the workforce. A discussion was had regarding the number of state employees versus the number of county employees, losing employees leading to lost capacity with minimal if any accomplishment, effects to other counties, timeline for revealing the plan, what levels of staff are expected to be effected, and any potential for fighting the plan. Insurance reimbursement/reconciliation project continues. We are currently obtaining quotes for resurfacing the parking lot in Moore.</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, new contract for Open Streets is currently pending, the Farmer's Market bus wraps and social media are in place, 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></ul>	
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<b><u>Other Matters:</u></b>	Keith attended the TIF meeting yesterday. The plan is to develop the area west of the railroad tracks next to the city center area. The goal is to build it up and attract businesses. The public health perspective looks good. There are big questions remaining like who is paying for what and what city is putting into it. The plan is to be flat funded for up to 25 years which is the end of the TIF. The money would not come from city tax just Ad Valorem tax	
<b><u>Adjournment:</u></b>	Board of Health Meeting adjourned at 8:07 am	Motion was made by Todd Gibson. Motion was seconded by Pepper Martin. 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 9/1/2017 to 9/30/2017

<b>Completed Visits in Cleveland County</b>	167
<b>Completed Visits in McClain County</b>	26
<b>Active Clients in Cleveland County</b>	94
<b>Active Clients in McClain County</b>	13
<b>Referrals Received Living in Cleveland County</b>	15
<b>Referrals Received Living in McClain County</b>	5
<b>Referrals Still Pending</b>	12

**Staffing:** One nurse was out on FMLA. The other staff is seeing her clients while she is gone. She has returned to work as of 10/2/2017.

**Referrals:** We received a total of 20 referrals for the month. Referrals are being worked as they are received.

**Productivity:** We completed a total of 193 visits with 107 families served which averages to 39 completed visits and 22 active clients per nurse. 3 clients graduated this month.

**Training:** Staff attended POD Operations training on September 15<sup>th</sup>.

**To:** Cleveland County Board of Health  
**From:** Amy Allen, Environmental Health Supervisor  
**Subject:** Environmental Report for July and August 2017  
**Date:** October 10<sup>th</sup>, 2017

## **Personnel**

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We have one vacancy.

## **Closures**

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### **Public Bathing Facilities:**

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No facilities were briefly closed to address imminent health hazards. Our inspectors worked with the facilities to reopen safely.

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

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No facilities were briefly closed to address imminent health hazards. Our inspectors worked with the facilities to reopen safely.

## **Events worked by Cleveland County Staff**

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<b>Event</b>	<b>Date</b>
<b>OU Football Game</b>	September 2
<b>After-Hours Food School</b>	September 12
<b>Cleveland County Free Fair</b>	September 7-10
<b>OU Football Game</b>	September 16

## **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	124
Medium	55
Low	16
School	25
Pool	22
Temporaries	16
Total Inspections	258

### Enforcement:

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One facility is 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 3	Jul	Aug	Sep	Quarterly Total
Food Cards Issued	423	972	476	<b>1871</b>
Food school Failures	0	0	0	<b>0</b>
Replacement Cards	13	35	16	<b>64</b>
Plan Reviews	11	19	10	<b>40</b>
Temp Licenses	16	24	225	<b>265</b>

Recent Plan Reviews			
Establishment	Address	City	Date Submitted
Smoothie Lounge	1005 N Main	Newcastle	07/03/17
America's Kwik Stop	10504 Highway 77	Lexington	07/03/17
Sno Bros Treats	977 County Street 2978	Blanchard	07/06/17
Fujisan	1705 Broadway Ave	Moore	07/14/17
Yuyu's Cozy Corner	408 W Main St	Norman	07/17/17
Wheeze The Juice	617 N Interstate Dr Room A105	Norman	07/17/17
Kendall's Restaurant	100 S Main St	Noble	07/18/17
Nacho Business	2620 Classen Blvd	Norman	07/18/17
La Luna Cantina & Grill	2812 Highway 62 Access Rd	Newcastle	07/25/17
Stella Nova	1415 W Main St	Norman	07/25/17
Santa Fe Donuts	1060 SW 4th St #240	Moore	07/26/17
Lincoln Elementary	915 Classen Blvd	Norman	08/02/17
NNHS Coffee Bar	1809 Stubbeman	Norman	08/03/17
NHS Coffee Bar	911 W Main	Norman	08/03/17
The Baked Bear	731 Asp Ave Suite B	Norman	08/07/17
Taco Casa	500 SW 19th St	Moore	08/09/17
Sisters Mediterranean Taste	1400 12th Ave SE Suite 312	Norman	08/10/17
Rusty's Custard Factory	301 E Main St	Norman	08/14/17
Chuckwagon OKC	908 SE 8th St	Moore	08/14/17
Peaceful Portions	10520 US Hwy 77	Lexington	08/15/17
Freezing Cow	320 SE 12th Ave Suite 106	Norman	08/18/17
Frosty's Rolled Ice Cream	321 White Street	Norman	08/18/17
Thirsty's Pop Stop	3700 W Tecumseh Rd #2302	Norman	08/21/17
The Sweet Life	2817 NW 32nd	Newcastle	08/24/17
Del Taco	110 12th Ave NE	Norman	08/24/17
Lazy Circles Brewing	422 E Main St	Norman	08/29/17
KT's Smokehouse	8329 N Council	Blanchard	08/30/17
Chix & Styxs	529 Buchanan Ave	Norman	08/30/17

**Health Education Report**  
Cleveland County Board of Health  
Meeting October 10, 2017

**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 partner with CCHD health educators to host several Certified Healthy Oklahoma application days around the county. Staff will be on site to help organizations walk through the application process.

**Cleveland County Obesity Workgroup**

- The workgroup will resume meeting on October 19<sup>th</sup> and will begin planning initiatives for 2018.

**Cleveland County Substance Abuse Workgroup**

- The workgroup will meet on the 12<sup>th</sup>.

**Cleveland County Mental Health Workgroup**

- The workgroup will meet on the 13<sup>th</sup>.
- Heartline Oklahoma received grant funding recently to address suicide prevention in Cleveland County. They will offer a wide variety of community trainings to agencies at no cost.

**Cleveland County Child Health Workgroup**

- The workgroup recently hosted a 211 community forum in Moore. A representation from Heartline Oklahoma presented on updates to the 211 system, the suicide prevention hotline, as well as local data regarding calls they receive from our area.
- The workgroup continues to promote the Uber Pilot program to help eliminate barriers for access to care in the Norman area.

**CCTP-Healthy Noble Partnership**

- The Healthy Noble Partnership helped host Walk to School Day on Wednesday, October 11<sup>th</sup>. Noble Schools all met at a common location and the kids were able to walk to school in one large group.

**Cleveland County Health Department**

- CASP (Community After School Program) recently reached out to our Health Educators wanting to partner on providing some trainings to their after school staff on how to incorporate more healthy activities and education into their existing program. As well as providing some bullying education for the kids.

<b>Trainings</b>	<b>Location</b>	<b>Date</b>
<b>Health Promotion</b>	<b>Location</b>	<b>Date</b>
Cleveland County Employee Health Fair	Norman	September 27 <sup>th</sup>
Certified Healthy Application Help Day- Norman West Library	Norman	October 2nd
Certified Healthy Application Help Day- Noble Library	Noble	October 3rd
Certified Healthy Application Help Day- Moore Library	Moore	October 3rd
Certified Healthy Application Help Day- S. OKC Library	OKC	October 5th
Certified Healthy Application Help Day- Norman Central Library	Norman	October 5th

### Dental Health Education

<b>Dental Clinic</b>	<b>Total</b>
Patients Seen	16
Restoration/Fillings/SDF	12
Cleanings/Scalings	14
X-Rays/Sealants/Exams	41
Fluoride Treatments	10
Miscellaneous (Consults, Oral Hygiene Instructions, Rx, etc)	19
Total Procedures	96



## Nursing Services Cleveland County Board of Health October 10, 2017

**STAFFING:** Other than the furloughs that will decrease our staffing and clinics by 10%, nothing is new.

**CLINICS:** We have decreased our appointments in WIC and STD at this time to accommodate the furlough days of our staff. We are trying to maintain our Family Planning appointments.

We started giving flu shots on October 2, but have not had a huge demand. There is a charge of \$25 for anyone without insurance, but they can be billed for the service. We did get some adult 317 (no charge) in the counties as of late last week. There will be a total of 100 doses in each office (we gave almost 700 of the 317 vaccine last year).

**COMMUNICABLE DISEASE:** Fortunately, there are no outbreaks of communicable diseases at this time.

# Cleveland County Health Department

## Monthly Clinical Activity, 2017

### Cleveland County

SERVICE/PROGRAM	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>Child Health</b>	111	91	327	312	288	191	138	202	194				1854
<b>Adult Health</b> (wt.recheck,Hgb)	37	37	88	91	87	86	76	55	78				635
<b>Dysplasia Follow-up</b>	11	16	16	23	16	10	10	19	16				137
<b>Communicable Disease</b>	136	143	104	152	98	40	32	74	98				877
Head Checks	120	132	89	142	80	28	24	59	76				750
Rashes	0	0	0	0	0	0	0	0	0				0
Disease Investigations	16	11	15	10	18	12	8	15	22				127
<b>Family Planning</b>	808	686	810	657	739	784	725	832	753				6794
Annual Exam	324	247	327	256	277	316	308	350	302				2707
Contraceptive Follow-Up	123	132	122	87	149	127	113	124	117				1094
Depo Only	125	96	124	114	99	132	103	120	111				1024
Early Start	1	2	2	0	1	0	0	0	0				6
Emergency Contraception	13	23	16	18	17	17	14	26	17				161
Pregnancy Tests	103	86	92	81	101	76	74	73	77				763
Problem F/U	112	96	124	93	92	108	106	128	120				979
Misc.(supplies/transfer-in/results	7	4	3	8	3	8	7	11	9				60
<b>STD</b>	342	352	410	348	382	362	384	409	318				3307
<b>Tuberculosis</b>	67	55	75	76	120	88	89	98	76				744
PPD	15	10	9	14	25	10	11	16	14				124
Readings	10	13	15	20	27	22	7	27	17				158
Follow Up	24	14	37	29	49	44	57	40	33				327
Medications	15	14	13	11	15	9	8	11	8				104
CXR	3	4	1	2	4	3	6	4	4				31
<b>Immunizations (OSIIS)</b>													
<b>Clients Seen</b>	490	479	512	375	361	368	499	958	338				4380
Doses of Vaccine given	1008	989	1090	801	720	717	1031	1951	691				8998
<b>WIC – Caseload (@ EOM)</b>	3703	3676	3812	3802	3900	3919	3912	3790	3730				avg 3805
<b>Certifications/Re-certification</b>	736	713	869	735	765	767	688	719	612				6604
f/u- wt.ck,pkg.change, breast pump	87	90	106	89	111	99	73	94	83				832
<b>Nutrition Education</b>	299	218	258	230	296	179	232	215	233				2160
<b>TOTAL Clients Seen</b>	3124	2880	3575	3088	3263	2974	2946	3675	2799				<b>28324</b>
<b>Online Nutrition Ed</b>	598	510	448	462	414	549	651	436	519				4587
TB - PT	32	25	27	33	34	42	45	44	41				323
TB - DOT	7	6	3	5	5	4	4	4	4				
TB Pending	12	14	13	13	12	10	18	10	10				
BFPC	105	105	53	71	83	87	71	45	58				678

CLEVELAND COUNTY BOARD OF HEALTH MEETING

October 10, 2017

SOONERSTART PROGRAM REPORT

SoonerStart Caseload September 30, 2017 (previous month in parentheses)

	Sept.	Aug.	Breakdown by County;	
Referrals	57	(64)	Cleveland	235
Eligible	13	(25)	Garvin	17
Ineligible	7	(13)	McClain	31
Exiting Program	30	(28)	Other Counties	5
Total Active Clients	286	(305)	Total	288

SoonerStart Update:

- **Program Update-** I attended the Interagency Coordinating Counsel which is the governing board of Sooner Start, during the meeting it was discussed that Sooner Start had a carryover from last fiscal year and as a result we have funding to fill vacant positions as needed. During the month of September our referrals decreased slightly to 57 for the month and with 30 children exiting the program our overall clients did decrease to 286.
- **Staffing-** We currently only have one vacancy the SLP I position, we interviewed for the OT III position and made a selection and she accepted the position and will be starting October 16, 2017. The Speech pathologist that was out due to surgery has returned to full time and has taken most of her clients back from the providers that were seeing them during her absence.
- **Early Foundations-** The Early Foundations program is fully staffed and all six of the students have started attending the program. The Director will be going on maternity leave at the end of February and should return in April.
- **Trainings-** One of our providers did a short in-service for the District Nurses on children on the Autism Spectrum. A few of our staff attended a prematurity workshop in Oklahoma City which reported as an excellent presentation. Staff continue to work on completing their annual training requirements and completing their licensure CEU's.

The White House Veteran's Complaint line is now operational, 855-948-2311.

#### Senate Veterans Committee

- Commissioned a study to identify current utilization and future opportunities for businesses owned by disabled veterans to do business with the state.

Gained VA Veteran Justice Outreach specialists, Omar and Jessica. They assist veterans that are currently in the justice system by providing contacts, court ordered mental health exams, and assist the veteran in satisfying court orders.

I was appointed by the president of the National Association of Counties to serve as a member of the Veterans and Military Services Committee.

I submitted letters of appreciation through local legislators in Oklahoma and Texas for the companies that donated to the Fishing for Freedom program.

I attended OU's Student Veteran Association event which was attended by approximately 150 people. The Canadian Valley Vo Tech job fair.

Oklahoma's Troops to Teachers has been funded through the Department of Education and a new director named. I met Director Jon Parker at the ODVA Employment Round-table.

The walk-in flu clinic will be open October 10-27, 2017

I set up the CCVS display at the Moore open streets event and contacted approximately 20 veterans.

I attended the Warrior Community Integration Symposium in Atlanta where I had the opportunity to speak with leaders of the Veteran community and programs from across the country. There were 410 attendees, 210 organizations, and 27 states represented.

The Warriors for Freedom organization contacted me to offer programs in the outdoors for our Cleveland County Veterans. I attended a recent dove hunt offered by them and provided an overview of our program. Gauges High is the outfitter that sponsors the hunts and has asked me to select two veterans from Cleveland County to attend the January pheasant hunt.

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

**1. Personnel**

- a. Vacancies: 7 Active FTEs
  - Sooner Start: 1 (recruiting 1 SLP)
  - Clerical: 3 (3-AT Norman awaiting approvals)
  - Environmental 1 (PHS awaiting approvals)
  - Nursing 2 (1 Moore RN Clinic awaiting approval; 1 Norman C1 Supervisor awaiting approval)

**2. Operations**

- a. State Budget – Furloughs, VOBOS, RIFs.
  - i. Estimated impact on services
  - ii. Impact on local budget
- b. Immunizations – Insurance Reimbursement/reconciliation project update.
- c. Parking lot resurfacing in Moore – obtaining quotes.

**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 – New Contract pending.
    - b. County Connections - NTR
    - c. Farmer’s Market\* - Bus Wraps, Social Media...In place
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*

