

Fort Wayne-Allen County Department of Health Minutes  
Board of Directors Meeting  
July 16, 2012

The regular meeting of the Board of Directors of the Fort Wayne-Allen County Department of Health was called to order in the County Council Chambers located at 200 East Berry Street, Fort Wayne, Indiana, at 5:30 p.m., pursuant to the notice sent to all Directors in accordance with the bylaws.

The following Directors were present: Joe Steensma, Mary Hess, Terri Farr, Dr. William Pond, and Patricia Hays. Dr. Todd Rumsey and Rick Regedanz were not present.

Joe Steensma, President, presided over the meeting. Jennifer Miller recorded the proceedings of the meeting.

Joe Steensma called the meeting to order at 5:30 p.m. The minutes from the previous meeting were approved. Motion was made to approve the April 16, 2012 minutes by Dr. Pond and seconded by Patricia Hays.

Motions Passed at this Meeting:

- Motion was made to approve the April 16, 2012 minutes by Dr. William Pond and seconded by Patricia Hays. (MPU)
- Motion to accept the findings of the Human Resource department job reclassification project was made by Patricia Hays and seconded by Dr. William Pond.
- Motion to adjourn the meeting was made by Dr. William Pond and seconded by Mary Hess. (MPU)

Sewer Board Update – Mindy Waldron, Department Administrator:

Mindy Waldron gave the report for Gary Chapple, director of pollution control. Mindy said at this time there are no new projects for the Sewer Board.

Health Commissioner's Report – Deborah A. McMahan, MD

- Dr. McMahan gave an update on the Life Skills Curriculum Strategic plan. The initial meeting brought over 30 community STD educators from state and local levels together who agreed there is a need of such a curriculum. It was determined that a life skills curriculum is needed in order to better equip youth to make good decisions in all areas of their lives. The next meeting will take place in early August.
- Dr. McMahan asked Dr. Pond to provide an update on the Prescription Drug Abuse Task Force. Dr. Pond said the group has submitted legislation that if passed, would allow for the Medical Licensing Board to use fees to hire investigators. This is seen as a first step in combating the problem.

SEE ACTUAL COMMISSIONER'S REPORT FOR ALL OTHER ISSUES.

Infectious Disease Report – Deborah A. McMahan, MD.

- Dr. McMahan said there are currently seven cases of TB in the Allen County. An eighth case is suspected as well. One TB death has occurred. The multiple drug resistant TB patient is doing well and is not expected to have surgery. Mindy Waldron said that overall costs for this patient are below what was anticipated.
- Dr. McMahan also shared that there is an increase in syphilis cases. She explained that helping the partners of those who are infected is difficult because many times, partners are anonymous. There was discussion by various board members about effective ways to treat and prevent these illnesses.

SEE ACTUAL INFECTIOUS DISEASE REPORT FOR ALL DATA REPORTED.

Administrator's Report – Mindy Waldron

- Mindy briefly reported on the drill at the post office. She said over all the drill was very successful. The drill helped identify areas that need improvement and highlighted the ability of the staff to be flexible, remain calm and work together.
- The recent power outages provided many challenges for the department. The Medical Annex lost power for 6 days. The generator at the location worked well and staff was able to work through all related issues.
- Mindy provided an update on the 2012 and 2013 budgets. The current 2012 budget figures are all on track. Expenses are right in line with what was projected. Large increases for 2013 are expected in healthcare, PERF and vehicle insurance. Additionally, revenue is not expected to increase for 2013. Careful consideration is being taken as the new budget is developed. It is possible position cuts will have to offset the increased costs.

SEE ACTUAL ADMINISTRATOR'S REPORT FOR ALL INFORMATION SHARED.

Personnel Report – Mindy Waldron

- Three new individuals have been hired into the department. Kimberly Hundley is a part-time administrative assistant shared by the HIV/STD and Community Health Departments. Kimberly Hoffman is a full-time administrative assistant for the Immunization Department and Chaunda Hall is the new part time HIV/STD Disease Intervention Specialist.
- Mindy reported the final results of the Human Resources job reclassification. The department had 53 job descriptions under consideration. Twelve positions were affected by the reclassification. Three were downgraded and nine were upgraded. The HR department also recommended that the pay rate increases that were recommended in 2008-2009 for the Health Commissioner and Department Administrator, and declined at that time, be implemented. Patricia Hays made a motion to accept the HR recommendations and Dr. Pond seconded the motion.

Intern Project Presentation – Paternity/Birth Data

- Andrew Pirocato's project on paternity/birth data was presented to the board via DVD. Discussion of the project followed the presentation.

Old Business: none

New Business: none

Adjournment: 7: 45 p.m.

Next Board Meeting: October 15, 2012

Respectfully Submitted,

Deborah A. McMahan, MD  
Health Commissioner

Joseph Steensma, Ed.D., MPH, CIH  
Board President