

FLOYD COUNTY HEALTH DEPARTMENT 2013 ANNUAL REPORT

MISSION STATEMENT

The mission of the Floyd County Health Department is to promote, provide, and coordinate public health services for Floyd County, Indiana.

Health Officer
Tom Harris, MD
(812) 948-4726

Administrator
Charlotte Bass
(812) 948-4726

1917 Bono Road
New Albany, IN 47150
www.floydcountyhealth.org

FLOYD COUNTY HEALTH DEPARTMENT

Appointments are made under Indiana Statute IC 16-20-2-2 by the Mayor and County Commissioners, according to population ratio.

2013 BOARD OF HEALTH MEMBERS, SECRETARY & ATTORNEY

BOARD MEMBER

TERM of OFFICE

Tom Andres, M.D	01/01/12 - 12/31/15
Cindy Dickey	03/12/13 - 12/31/14
Alice Miles, R.N.	01/01/11 - 12/31/14
Cindy Andres, R.N.	03/21/13 - 12/31/15
William Garner, III, M.D.	01/01/13 - 12/31/16
Jan Craig, R.N., Vice Chair	01/01/13 - 12/31/16
Ashley Jones, R.N.	01/01/14 - 12/31/17

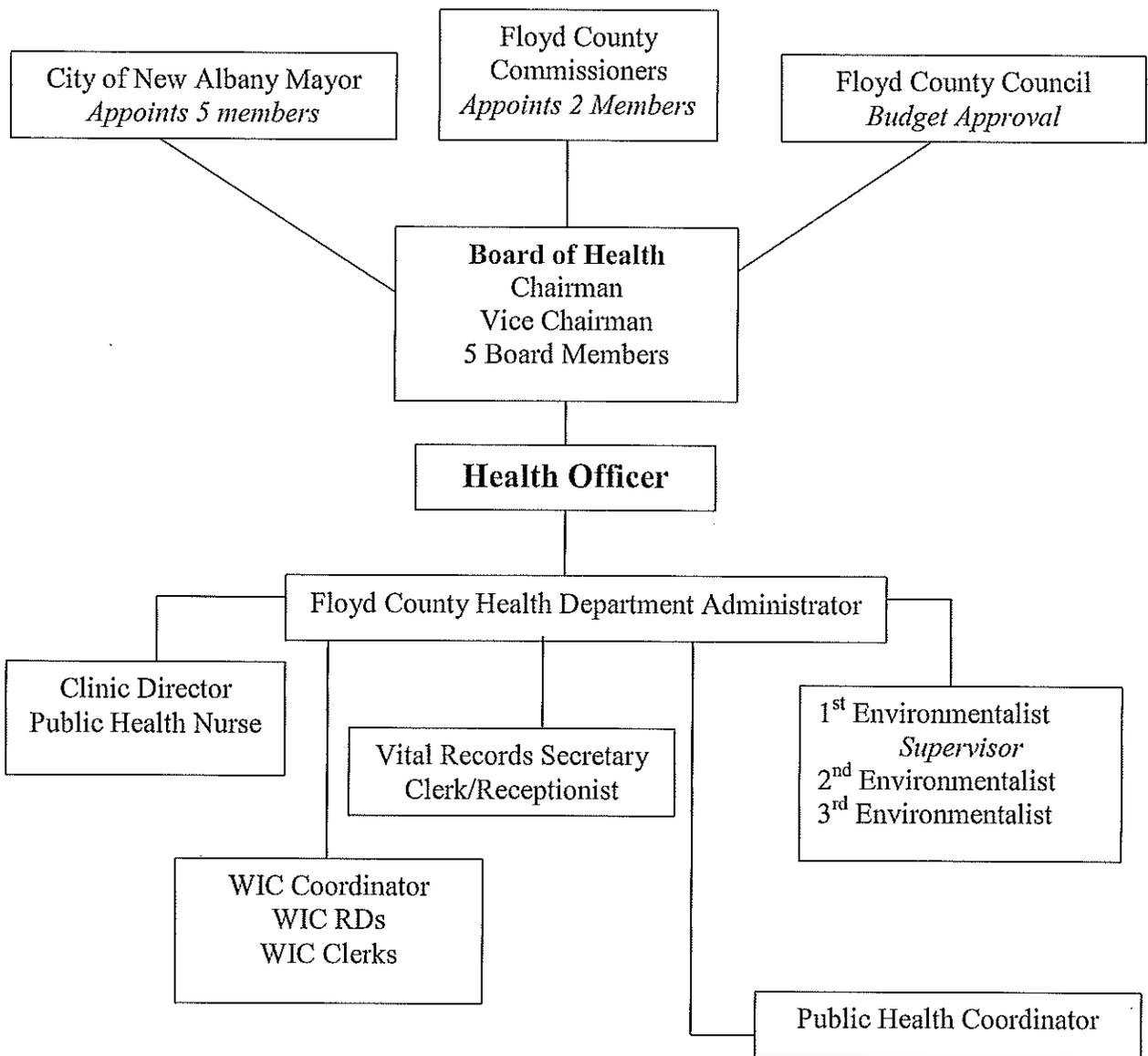
HEALTH OFFICER AND BOARD SECRETARY

Thomas Harris, M.D., FACEP, FAAEM 01/01/11 - 12/31/14

BOARD ATTORNEY

Rick Fox, J.D.

Floyd County Health Department



Floyd County Health Department

1917 BONO ROAD • NEW ALBANY, INDIANA 47150

Phone (812) 948-4726 • FAX: (812) 948-2208



26 January 2014

Letter from Health Officer

2014 proved to be a year of adaptation for the Floyd County Health Department.

The excellent Maternal-Child Health Clinic, a Floyd County institution for over a generation, was closed due to a narrow minded decision by the Federal government to defund that type of operation. The MCH clinic had been largely responsible for keeping the infant mortality rate locally under the national level, and served to provide multiple services to pregnant women beyond prenatal care. Its services will be missed. The highly professional staff served until the end, coordinating the transfer of records to the follow on agency.

The Public Health Nursing section has continued to provide a large number of immunizations, 3379 to be exact. We are working on ways to improve Floyd County's reporting of preschool immunization entry, as some local providers are under reporting, leaving the perception of an under vaccinated population. The section has also worked to improve communications at the regional and state levels. This led to a highly effective investigation of a Legionnaire's outbreak at a local nursing home, integrating state and local environmental teams.

The Environmental section continued to complete its tasks, adding a mosquito spraying program and coordinating with the city government. Restaurant inspections also continued, despite the vocal opposition of a single business owner. Preparedness efforts resulted in an excellent L-Tar score from the Federal government, and also led to 86 classroom lockdown kits being assembled and passed to the local school systems. The Scenic Valley septic issue is drawing to a finalized plan. A system of quality assurance has been put into practice and is allowing us to adapt to new tasks and activities with superior follow up.

WIC has also adapted to the changing health care and funding environment. We are currently assisting over 1600 families. About 18 percent of Floyd County families are using some form of nutritional assistance.

The Yardstick by which we measure our prosperity is the health and happiness of our people

Our one person vital records team continues to outshine the accomplishment of far larger groups at other departments.

I am proud to serve as the Local Health Officer for Floyd County. In the coming year we anticipate increased integration with other agencies, and plan to deal creatively with the challenges that only public health can provide.

A handwritten signature in black ink that reads "The Honors". The letters are cursive and somewhat stylized, with a prominent initial "T".

Services Provided

The previous organization chart depicts how the Floyd County Health Department is organized by division to carry out its mission. Below is a listing of these divisions and the services they provide to the citizens of Floyd County:

- **Public Health Nurses**
 - Adult and Children Immunizations
 - TB Program: Testing, chest x-rays and medication if needed. Active cases require quarantine. Nurse directly observes therapy daily at patients home.
 - Communicable Diseases : Each reported disease requires an investigative report which is entered into the state data base.
 - Blood Pressure Screening
 - Nutrition Counseling
 - Review of School Immunization Records
 - Hearing & Vision Testing in Schools and Related Reporting
 - Head lice screening and treatment
- **Environmentalists**
 - Onsite Sewage Systems (Residential and Commercial) defined as all equipment and devices necessary for proper conduction, collection, storage, treatment and on-site disposal of sewage.
 - Site Survey & Approvals
 - Plan Reviews: review of plans submitted to Floyd County Health Department to assure all system requirements are met prior to permitting.
 - Permits
 - Inspections
 - Follow up on Complaints: onsite sewage system refusal to accept sewage, effluent discharge resulting in ponding, seepage, or other discharge of the effluent to the ground surface or to surface waters, effluent discharged causing contamination of potable water supply, ground water or surface waters.
 - Dye Tests
 - In-field consultations
 - Loan Approvals (occupied homes only): Inspection of existing onsite sewage system based on drawing from Floyd County Health Department inspection or location of onsite sewage system marked by property owner. While water is running in the home Floyd County Health Department staff inspects the onsite sewage system for failure (see above complaint description of definition of failure).

- Food Establishments
 - Permits
(Retail, Temporary, Farmer's Markets, Harvest Homecoming, Bed & Breakfast)
 - Inspections (pre-operational, routine and follow-ups)
(Retail, Temporary, Farmer's Markets, Harvest Homecoming, Bed & Breakfast, Schools, Institutions, Mobile Units)
 - Food Borne Illness Investigations
 - Plan Reviews: Review of plan review packet (provided to establishment by Floyd County Health Department) and of building design.
 - Follow up on Complaints
- Swimming Pools (Public and Semi-Public as defined in 410 IAC 6-2.1)
 - Permits
 - Weekly Water Sample Results
 - Inspections
 - Follow up on Complaints
- Animal Quarantines
 - Bite Reports: Enter information from bite report received from individual, animal control, hospital, urgent care or police department onto Official Indiana Animal Bite Report Form.
 - Quarantines: Quarantine animal per guidelines listed on Official Indiana Bite report Form.
 - Rabies Samples: Sample shipped to Indiana State Department of Health by Animal Control. Floyd County Health Department completes chain of custody letter to accompany the sample. All pertinent information is entered into Indiana State Department of Health database, LimsNet. Victim of animal bite is informed of rabies sample results.
- Tattoo Parlors
 - Permits
 - Inspections
 - Follow up on Complaints
- Methamphetamine Laboratories
 - Abatement Letters: Letter will include the report from the Indiana State Police, a list of qualified inspectors and information of the owner's responsibilities to make sure the property is properly cleaned or left unoccupied.
 - Clean-up Verification
- Chemical Spills
 - On-Site Documentation: When the Floyd County Health Department receives a report of a spill, the Health Department will make a report of conditions at the site.

- Lead (after medical staff has confirmed elevated blood lead levels)
 - Risk Assessment
 - Risk Assessment Report
 - Education of Exposed Family
 - Post Remediation Assessment
 - Follow up on Complaints
 - Investigations
 - Abatement Letters: An Order is given to the owner to stop whichever code, ordinance, etc. they are violating and become compliant. Example: Garbage complaint – Owner would be ordered to stop dumping garbage and would be given notice of how to properly store and dispose of the garbage. The code that is being violated would also be cited and the reason it is public health nuisance or hazard.
 - Mold Investigations w/Indiana State Department of Health
 - Other
 - Water Samples
 - Search Public Records (septic drawings; food inspections)
- **Vital Statistics**
 - Birth Certificates
 - Paternity Affidavits
 - Legal Change of Name
 - Certification of Home Birth
 - Affidavit of Amendment: Correction is done to an existing birth record that contains inaccurate information. That task is accomplished by typing an amendment using certain state approved documents that the customer provides that substantiate the change.
 - Adoptions: Adoption notification by Indiana State Department Health requires deletion of original birth record and establishment of a new record with new information from adoption order entered into books, index and computer data base.
 - As of January 1, 2011 Floyd County Health Department went on line with the ISDH (Indiana State Department of Health) Death Registry System.
 - Death Certificates
 - Genealogy Research
- **Public Health Preparedness Coordinator**
 - Planning and training for disasters (i.e., pandemic, tornado, earthquake, etc.)

Staff Development 2013

Staff	HIPAA Training	Hazard Material Training	Training on National Incident Management System								Center for Domestic Preparedness	Pandemic Planning and Preparedness		
			100 Level	200 Level	300 Level	400 Level	700 Level	701 Level	702 Level	703 Level			704 Level	800 Level
Dr. Harris	X	X					X							
Charlotte Bass	X	X	X	X	X	X	X	X				X		X
Maria Dodge	X													
Nancy Grantz	X		X											X
Tamya Spear	X	X										X		X
Robin Isaacs	X	X												X
Julia Hayes				X								X		
Dawn Stackhouse	X							X						X
Janice Dickman								X						
Pat Oliver								X						
Lisa Spencer								X						
Legend for Training on National Incident Management System														
100 Introduction to Incident Command System														
200 Single Resources and Initial Action Incidents														
300 Intermediate ICS for Expanding Incidents														
400 Advanced ICS Command and General Staff - Complex Incidents														
700 NIMS An Introduction														
701 NIMS Multiagency Coordination System														
702 National Incident Management System - Public Information System														
703 Resource Management Course														
704 Communications and Information Management														
800 National Response Framework, An Introduction														

Funding Sources

Funding for the Health Department comes from the following:

- **Property Tax Receipts and Fees**
 - County property taxes
 - Revenues for services provided
 - Donations
- **Tobacco Settlement Master Grant**
 - Tobacco settlements and state taxes
- **Local Health Maintenance Grant**
 - Tobacco settlements and state taxes
- **Preparedness & Response Grant**
 - Center for Disease Control (CDC) funds
- **Women, Infants & Children (WIC)**
 - United States Department of Agriculture

Below there is an illustration of the various funding sources.

Funding Sources

Major Services Provided	Property Tax Receipts & Fees	Tobacco Settlement Master Grant Fund	Local Health Maintenance Grant Fund	Maternal & Child Health	Preparedness & Response Grant	U.S.D.A. Grant	Fees	Medicaid
Public Health Nursing	X	X	X				X	X
Environmentalists	X	X					X	
Vital Statistics	X						X	
Public Health Coordinator					X			
WIC						X		

Environmentalists Statistics

	<u>2013</u>	<u>2012</u>	<u>2011</u>			
Food						
Food Establishment Inspections/Plan Reviews	510	467	557			
Septic						
Survey/Inspections--New	160	35	108			
Survey/Inspections--Repairs	51	27	38			
Survey/Inspections--Replacement	69	24	78			
General (sewage complaints, loan approvals, outbuildings, pool, garages, home additions, soil evaluations, dye tests, Septic evaluations, house/mobile and home replacements)	451	438	420			
Other Inspections and Complaints						
Animal Quarantine/Release	186	173	269			
Animal/Fowl Complaints	23	4	19			
Rodent/Insect Complaints	192	298	315			
Spills	4	4	12			
Air, Abestos Test/Referral	14	1	19			
Lead Inspections	0	2	1			
Radon Referrals	0	4	0			
Open Burning Complaints	3	3	1			
Garbage/Dumping Complaints	44	95	56			
Swimming Pool Inspections	6	26	21			
Water Samples	3	3	2			
Tattoo Parlors and Complaints	4	23	12			
Unfit Conditions	78	82	79			
Meth Labs	25	9	14			
Smoking	2	4				

Public Health Nursing

	<u>2013</u>	<u>2012</u>	<u>2011</u>			
Immunization Program						
Clients Seen (unduplicated)	1625	1654	2533			
Clients Seen (non county residents)	432	542	368			
Total Immunizations given	3379	3361	4931			
Tuberculosis Program						
TB tests given and read	803	796	818			
On site TB skin testing (# of facilities)	13	9	25			
Medical Assistance-Indigent Care						
Assistance with physician visits/prescription medicine	5	0	20			
Chest x rays	3	8	4			
Head Lice (Indigent Care)						
Treatment Dispensed	160	194	260			
Head Lice Checks (Preschoolers and Adults)	62	20	212			
FLU and Pneumonia Vaccines						
FLU-Clients served	774	786	517			
Pneumonia-Clients served	104	13	10			
Number of Flu Clinics held (offsite)	12	17	12			
Screening Testing						
Blood Pressure Screening	0	0	126			
Weight Screening	0	0	56			
Nutrition Education	0	0	62			

**Floyd County Health Department
Property Tax Receipts and Fees Fund
Revenue and Expenses
Fiscal Years Ending December 31**

	<u>2013</u>	<u>2012</u>	<u>2011</u>
Revenue			
Taxes:			
Property Tax	\$ 391,852.74	\$ 382,319.68	\$ 362,887.82
Auto and Air Tax	\$ 3,039.95	\$ 1,637.32	\$ 31,982.91
Financial Tax	\$ 861.66	\$ 1,720.18	\$ 1,784.86
Vital Records:			
Birth Certificates	\$ 34,915.00	\$ 35,241.00	\$ 35,708.00
Death Certificates	\$ 47,119.55	\$ 44,605.27	\$ 43,129.05
Genealogy	\$ 320.00	\$ 310.00	\$ 337.00
Death Reg.			\$ 294.00
Coroners	\$ 10,836.45	\$ 9,646.48	\$ 9,409.45
Environmental:			
Environmental Audit			\$ 150.00
Inspection for loan		\$ 620.00	\$ 500.00
Septic Permits (new)	\$ 6,500.00	\$ 5,275.00	\$ 6,725.00
Disability	\$ 14.00		
Site Approval	\$ 4,980.00		
Loan Approval	\$ 600.00		
Replacement Permits	\$ 3,520.00	\$ 1,875.00	\$ 2,285.00
Site Surveys	\$ 3,220.00	\$ 2,290.00	\$ 2,750.00
Installer License	\$ 2,400.00	\$ 2,400.00	\$ 3,300.00
Outbuilding Permits		\$ 4,330.00	\$ 3,830.00
Food Establish. Permits	\$ 52,876.55	\$ 54,112.00	\$ 54,678.90
Pool Permits	\$ 670.00	\$ 850.00	\$ 700.00
Tattoo	\$ 2,075.00	\$ 3,350.00	\$ 2,100.00
Plan Review	\$ 3,000.00	\$ 950.00	\$ 650.00
Temp Food	\$ 9,197.50	\$ 5,941.00	
Restaurant Follow-up	\$ 1,267.50	\$ 2,713.00	\$ 1,125.00
Septic Reinspection	\$ 150.00		
Farmer's Market	\$ 355.00		\$ 800.00
FICA Overpayment			\$ 89.58
Immunizations	\$ 7,301.00	\$ 5,335.00	\$ 9,835.00
Miscellaneous Revenue:			
Refund Liability Ins	\$ 1,549.00		
Donation			\$ 105.00
Total Revenue	<u>\$ 588,620.90</u>	<u>\$ 565,520.93</u>	<u>\$ 575,156.57</u>
Cash Balance Brought Forward From	\$ 179,087.89	\$ 125,346.85	\$ 13,302.54
Total Cash	<u>\$ 767,708.79</u>	<u>\$ 690,867.78</u>	<u>\$ 588,459.11</u>

**Floyd County Health Department
Property Tax Receipts and Fees Fund
Revenue and Expenses
Fiscal Years Ending December 31**

	<u>2013</u>	<u>2012</u>	<u>2011</u>
Expenses			
Personnel:			
Payroll	\$ 302,347.19	\$ 302,137.54	\$ 297,116.52
Employee Benefits	\$ 146,687.44	\$ 135,770.96	\$ 129,775.94
Board of Health	\$ 2,264.00	\$ 2,830.00	\$ 2,264.00
Longevity	\$ 10,900.00	\$ 6,100.00	\$ 6,000.00
Other Expenses:			
Travel	\$ 3,885.59	\$ 2,307.31	\$ 2,403.51
MCH Local	\$ 17,592.95	\$ 14,218.17	\$ 13,476.00
Rabies Control	\$ 309.99		\$ 500.00
Telephone/Cell Phone	\$ 1,119.17	\$ 658.07	\$ 1,291.89
Printing	\$ 2,016.78	\$ 1,274.64	\$ -
Rent	\$ 17,346.56	\$ 18,923.52	\$ 18,923.52
Bonds	\$ 158.00	\$ 158.00	\$ 158.00
Coroner's Training Bd	\$ 10,836.45	\$ 9,646.48	\$ 9,409.45
Liability Ins.	\$ 6,286.00	\$ 5,341.00	\$ 4,510.00
Office Supplies	\$ 2,928.71	\$ 953.30	\$ 332.98
Comm. Disease	\$ 8,786.23	\$ 6,197.17	\$ 29.99
Maintenance & Gas	\$ 3,038.41	\$ 2,873.59	
Copier Maintenance	\$ 3,056.66	\$ 1,202.57	
Postage	\$ 508.89	\$ 167.68	
Institutional & Medical	\$ 821.00	\$ 1,019.89	\$ 502.39
Total Expenses	\$ 540,890.02	\$ 511,779.89	\$ 486,694.19
Cash Balance	\$ 226,818.77	\$ 179,087.89	\$ 101,764.92

Floyd County Health Department
Tobacco Settlement Master Trust Grant Fund
Revenue and Expenses
Fiscal Years Ending June 30

	<u>2013</u>	<u>2012</u>	<u>2011</u>
Revenue			
Master Trust Grant Funds	\$ 33,924.58	\$ 33,921.23	\$33,921.23
Over Payment		\$ 20.70	
Reimbursement from ISDH			
Reimbursement from County		8.36	
Adult Vaccines:	\$26,651.42	\$ 20,428.00	\$15,722.00
		\$ -	
Total Revenue	<u>\$ 60,576.00</u>	<u>\$ 54,378.29</u>	<u>\$ 49,643.23</u>
Cash Balance Brought Forward			
From Prior Year	\$ 24,566.22	\$ 32,423.74	\$ 30,452.00
Total Cash	<u>\$ 85,142.22</u>	<u>\$ 86,802.03</u>	<u>\$ 80,095.23</u>
Expenses			
Printing		\$ 41.95	\$ 1,871.45
Cyber Tek	\$ 1,050.00		
Medical Supplies	\$ 3,783.35	\$ 3,696.31	\$ 3,706.62
General Office Supplies	\$ 3,585.61	\$ 2,124.11	\$ 2,382.74
Adult Vaccines	\$ 24,350.81	\$ 19,210.08	\$ 14,115.67
Admin Fees	\$ 2,300.19	\$ 2,690.97	
Computer Programming			\$ 345.00
West Nile Virus		\$ 1,425.84	\$ 663.52
Indigent Program	\$ 4,000.00	\$ 5,000.00	\$ 1,100.38
P-T Environmental Clerk	\$ 15,812.95	\$ 8,823.00	\$ 13,047.00
Postage		\$ 898.47	\$ 1,855.99
Travel/Staff Training	\$ 1,572.36	\$ 1,578.54	\$ 3,672.60
Copier Maintenance Agr.	\$ 1,507.78	\$ 871.85	\$ 1,134.96
Stercycle	\$ 266.68		
Clinic Expenses	\$ 300.00	\$ 1,043.49	\$ 924.25
Vaccine Monitoring Sys.	\$ 300.00	\$ 175.00	\$ 325.00
Equipment		\$ 13,898.70	\$ 2,335.42
Public Health Nurse		\$ 757.50	
Medical Equipment	\$ 737.85		\$ 190.89
Total Expenses	<u>\$ 59,567.58</u>	<u>\$ 62,235.81</u>	<u>\$ 47,671.49</u>
Cash Balance	<u>\$ 25,574.64</u>	<u>\$ 24,566.22</u>	<u>\$ 32,423.74</u>
Total	\$ 25,574.64	\$ 24,566.22	\$ 32,423.74

**Floyd County Health Department
Local Health Maintenance Grant Fund
Revenue and Expenses**

	<u>2013</u>	<u>2012</u>	<u>2011</u>
Revenue			
Grant	\$ 48,859.00	\$ 48,859.00	\$ 48,859.00
Flu and Pneumonia Vaccine	\$ 3,725.00	\$ 8,680.00	\$ 10,935.00
Total Revenue	<u>\$ 52,584.00</u>	<u>\$ 57,539.00</u>	<u>\$ 59,794.00</u>
Cash Balance Brought Forward From Prior Year	\$ 72,284.23	\$ 61,069.39	\$ 82,712.34
Funds Dedicated			\$ -
Total Cash	<u>\$ 124,868.23</u>	<u>\$ 118,608.39</u>	<u>\$ 142,506.34</u>
Expenses			
Personnel (compensation)	\$ 28,331.13	\$ 27,872.26	\$ 24,890.24
Insurance	\$ 6,304.74	\$ 6,971.88	\$ 1,867.17
FICA	\$ 2,001.54	\$ 2,034.28	\$ 1,816.50
PERF	\$ 3,457.15	\$ 2,995.96	\$ 2,648.41
Longevity			\$ 200.00
Unemployment Insurance	\$ 254.26	\$ 58.31	\$ -
Printing			\$ 1,098.61
Medical Supplies			\$ 102.61
Travel			\$ 1,434.88
Indigent & Prof. Service	\$ 7,084.33	\$ 5,175.80	\$ 10,814.60
Environmental Clerk			\$ 8,944.75
Part-Time RN		\$ 967.00	\$ 2,765.00
Internet		\$ 248.67	\$ 324.35
Equipment			\$ 22,341.10
Flu Profit Transfer to 6501	\$ 3,504.20		\$ -
Postage			\$ 2,188.73
Total Expenses	<u>\$ 50,937.35</u>	<u>\$ 46,324.16</u>	<u>\$ 81,436.95</u>
Cash Balance Before Dedicated Funds	\$ 73,930.88	\$ 72,284.23	\$ 61,069.39
Funds Dedicated for Future Year			
Cash Balance	<u>\$ 73,930.88</u>	<u>\$ 72,284.23</u>	<u>\$ 61,069.39</u>

**Floyd County Health Department
Local Health Maintenance Administration Fees
Revenue and Expenses**

2013

Revenue

Flu and Pneumonia Vaccine	\$ 5,494.20		
Total Revenue	<u>\$ 5,494.20</u>		

Cash Balance Brought Forward
From Prior Year

Funds Dedicated

Total Cash	<u>\$ 5,494.20</u>		
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Cash Balance Before Dedicated Funds	<u>\$ 5,494.20</u>		<u>\$ -</u>
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Funds Dedicated for Future Year

Cash Balance	<u><u>\$ 5,494.20</u></u>		<u><u>\$ -</u></u>
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Floyd County Health Department
Tobacco Settlement Master Admin Fees
Revenue and Expenses
Fiscal Years Ending June 30

2013

Revenue

Master Trust Admin Fees \$ 7,337.97

Total Revenue	\$ 7,337.97		
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Cash Balance Brought Forward
From Prior Year

Total Cash	\$ 7,337.97		
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Expenses

Total Expenses			
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Cash Balance	\$ 7,337.97		
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Total	\$ 7,337.97		
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