

**Franklin County District Board of Health
Minutes of the Board of Health
June10, 2014**

Meeting Location: Memorial Hall, South Conference Room

Call to Order: Jack Bope, President, called the meeting to order at 9:30 a.m.

Board Members Present:

Jack Bope, Jr.

Jerry Lupfer

Dana McDaniel

Annmarie Sommer, MD

Joe Weaver

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Peggy Bartow, Human Resources Manager

Charlie Broschart, Division Manager, Environmental Health

Terry Bugg, Supervisor, Immunization Program

Jeff Gibbs, Division Manager, Environmental Health

Niki Lemin, Director of Environmental Health/Assistant Health Commissioner

Melissa McArthur, Supervisor, Nuisance Abatement Program

Dan Sinclair, RS, IDDE Program

Dr. Miller Sullivan, Medical Director

Deidra Wolf, Executive Assistant, Administration

John Wolf, Finance & Business Operations Director

Debbie Wright, Director of Nursing/Assistant Health Commissioner

Legal Counsel

Joseph R. Durham, Eastman & Smith Ltd.

Adria Fields, Franklin County Prosecuting Attorney's Office

Guests:

None

Meeting Minutes:

The minutes of the May 13, 2014 meeting, were approved upon a motion by Mr. Lupfer with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Old Business: None

New Business: None

Administration/Public Hearings: None

Monthly Financial Report:

John Wolf provided the Board with copies of the Budget to Actual Report and the Change in Cash Position reports. Mr. Wolf reported that with 41% of the 2014 year complete Administration spent 39% of budgeted expenditures, Nursing spent 37% of budgeted expenditures and Environmental Health spent 43% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 7%, Rabies 34%, Regional Public Health Infrastructure 26%, Construction and Demolition Debris fund 42% and Ground Water monitoring 48%. Overall 40% of the 2014 Operating Budget has been spent, yielding a positive variance of 1%.

Mr. Wolf announced that the Finance Committee will meet on Tuesday, July 8, 2014, at 8:30 a.m.

Resolutions:

Resolution 14-060 to approve monthly operating expenses was approved upon a motion by Dr. Sommer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-061 to approve purchases was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-062 to adopt staff recommendations, issue orders for nuisance abatements and refer persons and/or properties to/or advise the Franklin County Prosecuting Attorney or appropriate municipal law director(s) regarding prosecution, injunctive or other appropriate relief was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-063 to approve purchases for the Environmental Crimes Task Force Unit of Central Ohio using restitution funds authorized by the Clean-Up Fund Committee (not to exceed \$7,000.00) was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-064 to amend Resolution 14-045 to authorize the Health Commissioner to renew a contract with Columbus Public Health for local Public Health Emergency Preparedness (PHEP) and Cities Readiness Initiative (CRI) to receive additional funding for a total of \$336,016.28 was approved upon a motion by Dr. Sommer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-065 to adopt the Franklin County Public Health Fiscal Manual was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-066 to amend the 2014 Operating Budget was approved upon a motion by Dr. Sommer with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 14-067 to authorize the Health Commissioner to enter into an agreement with Verizon Wireless for cellular telephone services was approved upon a motion by Mr. Weaver with a second by Dr. Sommer – Ayes: All Nays: None – motion carried.

Resolution 14-068 to authorize the Health Commissioner to enter into a cooperative purchasing agreement with Lucas Metropolitan Housing Authority and Enterprise for the lease or replacement of fleet vehicles was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-069 to auction surplus property was approved upon a motion by Mr. Weaver with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 14-070 to renew a contract with the Ohio Department of Health for Reimbursement of enforcement of Chapter 3794 Smoke-Free Workplace Law was approved upon a motion by Mr. McDaniel with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 14-071 to authorize the Health Commissioner to enter into a contract with Matthew Stefanak, Independent Consultant, for state, regional and local Public Health Emergency Preparedness services (not to exceed \$28,644.00) was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-072 to authorize the Health Commissioner to enter into a contract with the Association of Ohio Health Commissioners (AOHC) for state, regional and local Public Health Emergency Preparedness services (not to exceed \$15,000.00) was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Personnel Actions:

Mr. McDaniel approved the following personnel actions with a second by Dr. Sommer: New Position – Environmental Seasonal Position – Solid Waste Program Truck Inspections, Eric Brown, effective June 16, 2014; Posting a Vacancy – Administration – Graphic Designer (Full-Time) Ayes: All Nays: None – motion carried.

Environmental Health Report:

Mrs. Lemin referred to her written report highlighting that staff continues to review the Environmental Health Regulations and there will be a third reading at next month's Board meeting. She stated that she plans to have all of the regulations complete and ready to take effect January, 1, 2015.

Mrs. Lemin updated the Board on recent meetings with the Franklin County Commissioners to discuss the Sierra Club Consent Decree, Water Pollution Control Loan Fund (WPCLF) and the National Pollution Discharge Elimination System (NPDES).

Public Health Nursing Report:

Mrs. Wright referred to her written report highlighting that staff is working closing with our 15 school districts to establish relationships to better connect with them and provide various services. She also informed the Board that FCPH received a new refrigerator and freezer for vaccines. She also reported that we are upgrading to a larger vehicle to haul supplies and equipment to our community immunization clinics.

Mrs. Wright informed the Board that FCPH continues to follow up on the mumps outbreak. She stated that the FCPH, the Ohio Department of Health and other local health departments continue to work with the 6 local health departments affected by the measles outbreak.

Administration Report:

Ms. Tilgner gave the Administration Report in Ms. Kline's absence. She informed the Board that the Emergency Preparedness Supervisor position remains vacant. She also informed the Board that the Central Region Tabletop Exercise was held on May 15. Staff has also been busy preparing the 2014 Mosquito Control season materials and updating the website content.

Health Commissioner's Report:

Ms. Tilgner informed the Board that she continues meeting with each jurisdiction to discuss future funding of public health. She will provide a written report to the Board before the August Board meeting.

Public Health Accreditation Update:

Ms. Tilgner informed the Board that staff completed the Community Health Improvement Plan (CHIP) and submitted the accreditation application to the Public Health Accreditation Board (PHAB) on May 21st and the application was accepted. Mitzi Kline will serve as our interim accreditation coordinator and will travel to Virginia for training. From there, FCPH will have one year to submit documentation to PHAB. Staff is already working on the documentation.

Medical Director's Report:

Dr. Sullivan held a brief discussion about Lyme Disease which was identified in 1975, originating in Lyme, Connecticut. Lyme Disease is an infectious disease caused by the bacteria *Borrelia burgdorferi*, and is transmitted to humans via a specific type of tick bite. The tick must be present to transmit the disease. Symptoms include, rash, flu-like illness, and needs to be treated to prevent long-term complications. The tick, known as the black legged or deer tick, is now in Franklin County and is starting to spread. Dr. Sullivan stated the importance of health care providers being aware and educating the public about Lyme Disease. He stated that it is important to treat Lyme Disease early and aggressively.

Legal Counsel's Report:

Ms. Fields informed the Board that some nuisance cases that have been on-going are close to being compliant.

Mr. Durham informed the Board that he was recently reappointed to the National Association of County and City Health Officials (NACCHO) Public Health Law Workgroup.

Adjourn regular meeting, 10:27 a.m.

Respectfully submitted,

Mr. Jack Bope, President

Susan A. Tilgner, Secretary