

**Franklin County District Board of Health  
Minutes of the Board of Health  
August 12, 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  
Joe Weaver

**Board Members Excused:**

Annemarie Sommer, MD

Susan A. Tilgner, Health Commissioner/Secretary

**Staff Present:**

Peggy Bartow, Human Resources Manager  
Charlie Broschart, Division Manager, Environmental Health  
Terry Bugg, Supervisor, Immunization Program  
Garrett Guillozet, Supervisor, Food Safety Program  
Jeff Gibbs, Division Manager, Environmental Health  
Mitzi Kline, Communication and Community Health Director  
Niki Lemin, Director of Environmental Health/Assistant Health Commissioner  
Jennie McAdams, Workforce Development Coordinator  
Melissa McArthur, Supervisor, Nuisance Program  
Dr. Miller Sullivan, Medical Director  
Stacie Williamson, Supervisor, CMH Program  
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:**

Gary Blosser  
Carlos Deluna  
Sandy Kin, Court Reporter

**Meeting Minutes:**

The minutes of the July 8, 2014 meeting, were approved upon a motion by Mr. Weaver with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

**Old Business:** None

**New Business:** None

**Administration/Public Hearings:**

Hearing 14-003

Variance Application: Franklin County District Board of Health Regulation #720 (Sewage Treatment Systems); 2025 Daugherty Avenue, Hamilton Township, Tax District 150, Parcel Number 000636, owned by Carlos and Jose Deluna (presented by Jim Lynch, RS)

Jim Lynch, Charlie Broschart and Carlos Deluna were sworn in by the court reporter. Mr. Lynch gave testimony before the Board and explained the variance request. He stated that he did not recommend the variance be granted.

Mr. Deluna gave his testimony before the Board and explained the need for the variance. Mr. McDaniel made a motion to approve the variance upon the condition that the structure is altered with any appropriate permits to allow access to the household sewage treatment system septic tank. Mr. Weaver seconded the motion – motion carried.

Hearing 14-004

Variance Application: Franklin County District Board of Health Regulation #720 (Sewage Treatment Systems); 5536 Swisher Road, Madison Township, Tax District 180, Parcel Number 001699, owned by Gary K. and Vicki L. Blosser (presented by Jim Lynch, RS)

Jim Lynch, Charlie Broschart and Gary Blosser were sworn in by the court reporter. Mr. Lynch gave testimony before the Board and explained the variance request. He stated that he did not recommend the variance be granted.

Mr. Blosser gave his testimony before the Board and explained the need for the variance. Mr. Lupfer made a motion to approve the variance upon the condition that a riser(s) is installed on the existing household sewage treatment system septic tank within 30 days. Mr. McDaniel seconded the motion – motion carried.

**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 58% of the 2014 year complete Administration spent 51% of budgeted expenditures, Nursing spent 51% of budgeted expenditures and Environmental Health spent 42% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 15%, Rabies 45%, Regional Public Health Infrastructure 67%, Construction and Demolition Debris fund 59% and Ground Water monitoring 83%. Overall 51% of the 2014 Operating Budget has been spent, yielding a positive variance of 7%.

**Resolutions:**

Resolution 14-077 to approve monthly operating expenses was approved upon a motion by Mr. McDaniel with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 14-078 to authorize Franklin County Public Health to provide health services to political subdivisions in 2015 was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-079 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. Weaver with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-080 to authorize the Health Commissioner to renew an agreement with Pickaway County Health Department for Epidemiology Services (\$6,000.00) was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel.

Ayes: All Nays: None – motion carried.

Resolution 14-081 to adopt findings on investigations of Chapter 3794, Ohio Smoke-Free Workplace Law was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-082 to approve purchases was approved upon a motion by Mr. McDaniel 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 Mr. Lupfer: End of Season; Environmental Seasonal Position – Solid Waste Program Truck Inspections, Eric Brown, effective August 14, 2014; Nursing Seasonal Position- Immunization Program, Kemhorn Mean, effective August 15, 2014; Add a Position -Nursing, BCMH Nurse, 2 full-time positions; New Position – Nursing – BCMH Nurse, Cynthia Nottingham, effective August 25, 2014, Administration- MRC Coordinator, part-time position Tessa Fite, effective July 14, 2014, Administration – Graphic Designer, Adam Mark, effective August 25, 2014 Ayes: All Nays: None – motion carried.

**Environmental Health Report:**

(Attached)

**Public Health Nursing Report:**

(Attached)

**Administration Report:**

(Attached)

**Health Commissioner's Report:**

Ms. Tilgner has been working with Mr. Wolf on the 2015 budget. She also shared that the president of the National Association of County and City Health Officials (NACCHO) was in Holmes County, Ohio, and Mrs. Tilgner met with him and other health department officials involved in the measles outbreak. She stated that our Central Regional Public Health coordinator helped to get staff to assist with the outbreak. Ms. Tilgner stated that national storytelling will take place

to relay the importance of infrastructure being in place for public health events such as the measles.

**Public Health Accreditation Update:**

Ms. Tilgner stated that we are moving forward with accreditation training and that she and Ms. Kline attended an accreditation learning community meeting they were able to come back with valuable information.

**Medical Director's Report:**

Dr. Sullivan held a brief discussion on Ebola. Ebola is a viral hemorrhagic fever which originated in west Africa causing very serious illness and mortality. The first case was in 1976 in the Republic of the Congo near the Ebola River. There have since been several outbreaks in rural areas lasting for several months and eventually they are contained. The current outbreak has been going on for the past 6 months and has spread. The World Health Organization (WHO) has declared this to be a public health emergency. The main countries where the Ebola outbreaks are located are Sierra Leone, Guineas, Liberia and Nigeria. At least 1800 cases have been identified and mortality has reached 50 – 60%. Ebola is spread through body secretion and can be prevented by meticulous hygiene and isolation. Dr. Sullivan stated that the symptoms to surface between 2 and 21 days. Treatment is supportive (fluids, nutrition and treating complications as they arise). An advisory has gone out to clinicians as to what to look for, what to be aware of and what to do if there is a concern. There are some travel restrictions to those areas. Dr. Sullivan stated that local hospitals have plans in place in the event that there would be a case here.

**Legal Counsel's Report:**

Mr. Durham stated that NACCHO will host a webinar on addressing the legal issues of the Ebola outbreak. Ms. Fields informed that she has attended several meetings with the Franklin County Treasurer's Office and the City Attorney's Office to discuss tax lien certificates. If a corporation does not want the property then the value begins to decrease. Ms. Fields stated that resolution is trying to be brought to the issue to make the record owner responsible.

Adjourn regular meeting, 10:54 a.m.

Respectfully submitted,

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Mr. Jack Bope, President

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Susan A. Tilgner, Secretary