

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____

20 _____

Franklin County Public Health
Journalized on:

**Franklin County District Board of Health
Minutes of the Board of Health
December 8, 2015**

DEC - 8 2015

Meeting Location: Memorial Hall, South Conference Room

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

Board Members Present:

Jack Bope, Jr.
Heather Lane, DVM
Jerry Lupfer
Joseph Weaver

Board Members Absent:

Dr. Annemarie Sommer

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Peggy Bartow, Human Resources Manager
Charlie Broschart, Division Manager, Environmental Health
Terry Bugg, Supervisor, Immunization Program
Jimmie Davis, Community Health & Wellness Supervisor
Michelle Day, Health Communication Specialist, Administration
Jeff Gibbs, Division Manager, Environmental Health Program
Alyssa Grodhaus, Public Health Nurse, CMH Program
Jeff Grose, Registered Sanitarian, Solid & Infectious Waste
Radhika Iyer, Infectious Disease Supervisor
Mitzi Kline, Director of Communication
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health
Melissa McArthur, Supervisor, Community Environmental Health Program
Jennie McAdams, Workforce Development/Accreditation Coordinator
Kyle McGlumphy, RSIT, Community Environmental Health Program
Jennifer Polk, Public Health Associate, Emergency Preparedness
Nathan Ralph, Supervisor, Community Environmental Health Program
Nicole Stout, Public Health Nurse, CMH Program
Miller Sullivan, Medical Director
Stacie Williamson, Supervisor, CMH Program
Deidra Wolf, Executive Assistant, Administration
John Wolf, Finance & Business Operations Director
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness
Gary Young, Supervisor, Water Quality Program

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Legal Counsel:

Joseph R. Durham, Esq., Eastman & Smith, Ltd.

Guests:

Pat Loper
Ron Hansen

Pledge of Allegiance

Mr. Bope led the Pledge of Allegiance.

Meeting Minutes:

Ms. Tilgner asked that the minutes of the November 10, 2015 meeting be tabled until the January Board of Health meeting.

Old Business:

Resolution 15-106 to adopt the Schedule of Fees for 2016 (3rd Reading Food Fees, 2nd Reading and Public Hearing for Tattoo and Body Piercing) – there was no public comment during the public hearing. Mr. Weaver made a motion to adopt the Schedule of Fees for 2016, waiving the 3rd reading of the tattoo and body piercing. Dr. Lane seconded the motion. Ayes: All Nays: None – motion carried.

New Business: None

Administration/Public Hearings:

Hearing 15-005

Variance Request - Ohio Administrative Code 3701-28-07(d); 5429 Havenhill Drive, Tax District #216, Parcel number 126427, owned by Ronald C. and Patti A. Hansen (presented by Niki Lemin)

Ronald Hansen, Pat Loper, Niki Lemin, Gary Young and Charlie Broschart were sworn in by the court reporter. Mrs. Lemin informed the Board of the nature of the variance request made by the property owners which was to replace an existing deck with a new patio that would be less than 10' from a well. Mr. Young, Mr. Broschart, Mr. Hansen and Mr. Loper testified as to the need for the variance. Mr. Bope made a motion to approve the variance with the condition that when a new well is installed it shall be in compliance with OAC Chapter 3701-28 or, upon any construction above the proposed concrete slab or footer, to enclose a porch or room, it shall be in compliance with OAC Chapter 3701-28. Mr. Weaver seconded the motion. Ayes: All Nays: None – motion carried.

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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 91% of the 2015 year complete Administration spent 79% of budgeted expenditures, Prevention and Wellness spent 75% of budgeted expenditures and Environmental Health spent 71% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 30%, Rabies 28%, Regional Public Health Infrastructure 56%, Construction and Demolition Debris fund 19% and Ground Water monitoring 3%. Overall 68% of the 2015 Operating Budget has been spent, yielding a positive variance of 23%. Dr. Lane made a motion to approve the monthly financial report with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolutions:

Resolution 15-121 to approve monthly operating expenses was approved upon a motion by Dr. Lane with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 15-122 to amend the Franklin County Public Health Organizational Chart was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 15-123 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. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-124 to approve purchases for the Environmental Crimes Investigation Unit authorized by the clean-up fund committee (\$3,500.00) was approved upon a motion by Mr. Weaver with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-125 to authorize the Finance & Business Operations Director to request tax settlement advances for 2016 was approved upon a motion by Dr. Lane with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

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Resolution 15-126 to adopt the 2016 Operating Budget was approved upon a motion by Mr. Bope with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 15-127 to auction surplus property was approved upon a motion by Mr. Bope with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 15-128 to amend the 2015 Operating Budget was approved upon a motion by Mr. Weaver with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-129 authorizing the Health Commissioner to renew a contract with Central Ohio Poison Center to provide on-call services in 2016 (not to exceed \$6,400.00) was approved upon a motion by Dr. Lane with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 15-130 to authorize the Health Commissioner to enter into a contract with Healthspace USA, Inc., for set up and design, license fees, data transfer, and annual support of a web-based data system(\$6,000.00) was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 15-131 to authorize the Health Commissioner to enter into a contract with Marion County Health Department for Medical Reserve Corps (MRC) services (\$3,500.00) was approved upon a motion by Mr. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-132 to approve the issuance of a construction and demolition debris landfill operation license, with conditions, to Scott Wrecking Company, Inc. was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 15-133 to approve the issuance of a construction and demolition debris landfill operation license to JDM Services, LLC (dba: Frank Road Recycling Solutions) was approved upon a motion by Mr. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-134 to approve the issuance of a landfill license with the Solid Waste Authority of Central Ohio was approved upon a motion by Dr. Lane with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

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Resolution 15-135 to authorize the Health Commissioner to renew a contract with the Solid Waste Authority of Central Ohio for ground water monitoring (\$5,000.00) was approved upon a motion by Mr. Weaver with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-136 to authorize the Health Commissioner to enter a contract with the Solid Waste Authority of Central Ohio to provide services for the Environmental Crimes Task Force of Central Ohio (\$41,648.21) was approved upon a motion by Mr. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-137 to authorize the Health Commissioner to approve the issuance of a solid waste facility license (transfer station) to Waste Management, Inc. was approved upon a motion by Mr. Weaver with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-138 to enter into a contract with Julian & Grube, Inc. for financial services (not to exceed \$5,000.00) was approved upon a motion by Mr. Bope with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 15-139 to authorize the Health Commissioner to enter into a contract with Language Line Services, Inc. for language interpretation (\$5,000.00) was approved upon a motion by Dr. Lane with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 15-140 to authorize the Health Commissioner to renew a contract with Access 2 Interpreters for language interpretation (\$2,500.00) was approved upon a motion by Mr. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Personnel Actions

Ms. Tilgner presented the following personnel actions for Board approval: New Hire – Prevention & Wellness – Colleen Cummins Held, Registered Nurse, CMH Program, effective December 14, 2015 and Ginelle Lundy, Registered Nurse, CMH Program, effective December 14, 2015. Mr. Weaver made a motion to approve all personnel actions with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Environmental Health Report:

(Attached)

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Public Health Nursing Report:

(Attached)

Administration Report:

(Attached)

Information Technology Report:

(Attached)

Health Commissioner's Report

Ms. Tilgner informed the Board that she, Niki Lemin and Joe Durham completed work with OSU Law Professor, Micah Berman, to provide course content recommendations and opportunities to observe public health programs in action for an upcoming Public Health Law class this winter. This is the second year that Susan and staff have worked on this project.

Medical Director's Report:

Dr. Sullivan reported flu activity remains low at this time and that vaccine is still plentiful. He also reported that this week is National Infectious Disease Week. Dr. Sullivan spoke about Get Smart Antibiotics Week that occurs in November. He explained that the overuse of antibiotics results in organisms that don't respond to any kind of antibiotics. Dr. Sullivan stated that it is important for physicians to properly prescribe antibiotics and that it is important for public health to increase awareness in the communities we serve. This also affects agriculture as antibiotics are used to grow animals faster and larger and with antibiotics added to animal feed it links to different infectious diseases that are found in food sources.

Legal Counsel's Report:

Mr. Durham informed the Board of a case in Bexley where the property owner was found in contempt of court for not being in compliance with court orders.

Executive Session:

Resolution 15-120 to convene into Executive Session in accordance with Ohio Revised Code Section 121.22(G)(3) to consider legal matters. Roll Call – Dr. Sommer, Aye, Mr. Bope, Aye, Mr. Lupfer, Aye, Mr. Weaver, Aye, Dr. Lane, Aye.

The Board came out of Executive Session – no action was taken.

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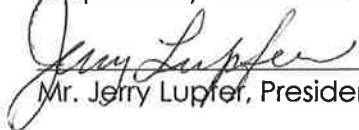
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Adjourn regular meeting, 11:19 a.m.

Respectfully submitted,


Mr. Jerry Lupfer, President


Susan A. Tilgner, Secretary