

**Franklin County District Board of Health
Minutes of the Board of Health
January 14, 2014**

Meeting Location: Memorial Hall, South Conference Room

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

Board Members Present:

Jack Bope, Jr.
Jerry Lupfer
Dana McDaniel
Annmarie Sommer, MD, President

Board Members Excused:

Joe Weaver

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Mike Adair, Program Manager, Healthy Homes Program
Peggy Bartow, Human Resources Manager
Charlie Broschart, Division Manager, Environmental Health
Terry Bugg, Supervisor, Immunization Program
Jeff Gibbs, Division Manager, Environmental Health
Jeff Grose, Program Manager, Solid and Infectious Waste
Garrett Guillozet, Supervisor, Food Safety Program
Radhika Iyer, Supervisor, Epidemiologist
Mitzi Kline, Communication & Community Health Director
Niki Lemin, Director of Environmental Health/Assistant Health Commissioner
Melissa McArthur, Supervisor, Public Health Nuisance Program
Tom Stratford, Registered Sanitarian, Solid and Infectious Waste
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.

Guests:

Julie Kirk, Court Reporter
Pat Loper, Bowser Morner
Patrick Mangan, Esq.
Justin Waugh

Meeting Minutes:

The minutes of the December 10, 2013 meeting, were approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Old Business:

Hearing 13-005 - Update

Nuisance Abatement: Franklin County District Board of Health Sanitary Regulation(s) #710, #718, and #800; 6632 Morse Road, City of New Albany, tax district 222, parcel number 000481, owned by Lawrence N. and Rowena E. Wickline (presented by Melissa McArthur)

Ms. McArthur gave a brief update stating that clean-up of the property was progressing on schedule.

New Business: None

Administration/Public Hearings:

Hearing 14-001

Slope Exemption: Ohio Administrative Code 3745-400-07; Scott's Wrecking Company, Inc., 1377 Harmon Avenue, Franklin County, (presented by Jeff Grose)

Jeff Grose and Pat Loper were sworn in by the court reporter. Mr. Grose gave a brief overview of the slope exemption request for Scott Wrecking Company, Inc., stating that he recommended approval of the exemption with the conditions stated in the Findings & Orders. Mr. Loper gave details of the proposal and outlined the slope grade to bring the facility into compliance. A motion was made by Mr. Lupfer, seconded by Mr. Bope to approve the slope exemption with conditions. Ayes: All Nays: None – 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 100% of the 2013 year complete Administration spent 95% of budgeted expenditures, Nursing spent 92% of budgeted expenditures and Environmental Health spent 88% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 76%, Rabies 75%, Regional Public Health Infrastructure 89%, Construction and Demolition Debris fund 96% and Ground Water monitoring 92%. Overall 91% of the 2013 Operating Budget was spent, yielding a positive variance of 9%. Mr. Wolf stated that the Finance Committee will meet on February 11, 2014, 8:30 a.m. Mr. McDaniel made a motion to approve the Monthly Financial Report with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolutions:

Resolution 14-001 to approve monthly operating expenses was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-002 to approve purchases was approved upon a motion by Mr. McDaniel with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 14-003 authorizing the Health Commissioner to renew a contract with Central Ohio Poison Center to provide on-call services in 2014 (not to exceed, \$6,400.00) was approved upon a motion by Mr. Bope with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-004 authorizing the Health Commissioner to renew a contract with Community Housing Network to provide lead inspections, risk assessments, work specifications, lead clearances and asbestos hazard evaluations (\$50,000.00) was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-005 authorizing the Health Commissioner to renew a contract with Columbus Housing Partnership (dba: Homeport) to provide lead inspections, risk assessments, work specifications, lead clearances and asbestos hazard evaluations (\$10,000.00) was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-006 to amend a Memorandum of Understanding with Columbus Public Health for the reporting, tracking and investigation of infectious diseases

was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-007 to amend the Schedule of Fees (Nursing Division) was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-008 to approve purchases for the Environmental Crimes Task Force of Central Ohio using restitution funds authorized by the Clean-Up Fund Committee (\$200.00) was removed from the agenda.

Resolution 14-009 to increase employee contributions for 2014 health (and ancillary) insurance benefits was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-010 to authorize the Health Commissioner to renew a contract with the National Association of County and City Health Officials (NACCHO) to build the capacity of local Medical Reserve Corps (MRC) Units (\$3,500.00) was approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 14-011 to transfer funds from Mobile Home Park Fund 9017 to Environmental Fund 9028 was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-012 to authorize the Health Commissioner and other representatives/employees of Franklin County Public Health to enforce provisions of the food service laws was approved upon a motion by Mr. Bope with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-013 to authorize the Health Commissioner to renew a contract with Columbus Public Health to assist with outreach and awareness for annual flu vaccination and to continue an adult immunization program (\$54,000.00) was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Personnel Actions:

Mr. McDaniel made a motion, with a second by Mr. Lupfer, to approve the following personnel actions: End of Season – Julie Litteral, Environmental Health, effective January 24, 2014; Transfer – Julie Litteral, Administrative Assistant, Environmental Health, effective January 27, 2014; Promotion – Stacie Williamson,

Nursing Division, Supervisor, BCMH Program, effective January 27, 2014; New Position – Administration, Community Health Supervisor; Post a Vacancy – Administrative Assistant, Environmental Health, IDDE Program; BCMH Nurse; Ayes: All Nays: None – motion carried.

Environmental Health Report:

Mrs. Lemin referred to her written report highlighting that work has begun on a strategic plan for Environmental Health, which will be incorporated into the overall FCPH Strategic Plan. Mrs. Lemin stated that she continues to assist with the accreditation process.

Public Health Nursing Report:

Mrs. Wright referred to her written report and reviewed some statistics of the flu vaccine clinics held in schools during the months of November and December. She also reviewed the overall statistics of the immunization clinics held in 2013. Mrs. Wright informed the Board that flu activity is now widespread.

Administration Report:

Ms. Kline informed the Board that we received a score of 100% on the Cities Readiness Initiative (CRI) Assessment. She reminded the Board of the upcoming Public Health Connection Call scheduled for Thursday, January 16th at 11:00 a.m. and encouraged Board members to be on the call. Ms. Kline informed the Board that there is outreach in finding jurisdictions to participate in community preparedness exercises, especially those with Points of Distribution Sites (PODS) in their community.

Health Commissioner's Report:

Ms. Tilgner informed the Board that the District Advisory Council meeting is scheduled for March 13th, and the next "Futures of Public Health" meeting with our jurisdictions is scheduled for February 19th.

Ms. Tilgner reviewed the jurisdiction survey results with the Board (see enclosed). The overall results were very positive.

Public Health Accreditation Update:

Ms. Tilgner informed the Board that pre-requisites for accreditation will be turned in by May with the required documentation to follow in October.

Medical Director's Report: Dr. Sullivan reported that influenza cases are now widespread in Franklin County, throughout the state of Ohio and 35 other states.

Strains that are circulating are in the quadrivalent vaccine with most strains being H1N1. That particular strain seems to hit young and middle-aged adults which are the lowest to be immunized. Resistance seems to be low overall this year and Tamiflu is available for those rare cases of resistance to the vaccine. Immunizations continue and are encouraged.

Dr. Sullivan reported that the New York Health Department now requires all preschool and daycare children receive a flu vaccine. He also commented on a case of Avian flu in Canada and while this strain of flu is still not here in the United States the potential is there.

Legal Counsel's Report:

Mr. Durham informed the Board that a case involving some condominiums here in Franklin County is in its 7th year of litigation.

Adjourn regular meeting, 10:10 a.m.

Respectfully submitted,

Dr. Annemarie Sommer, President

Susan A. Tilgner, Secretary