

**Franklin County District Board of Health
Minutes of the Board of Health
May 13, 2014**

Meeting Location: Memorial Hall, South Conference Room

Call to Order: Jack Bope, President, called the meeting to order at 9:35 a.m.

Board Members Present:

Jack Bope, Jr.
Jerry Lupfer
Annmarie Sommer, MD
Joe Weaver

Board Members Absent:

Dana McDaniel

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Charlie Broschart, Division Manager, Environmental Health
Terry Bugg, Supervisor, Immunization Program
Jimmie Davis, Supervisor, Community Health & Wellness Program
Jeff Gibbs, Division Manager, Environmental Health
Garrett Guillozet, Supervisor, Food Safety Program
Radhika Iyer, Supervisor, Infectious Disease
Mitzi Kline, Communication and Community Health Director
Niki Lemin, Director of Environmental Health/Assistant Health Commissioner
Melissa McArthur, Supervisor, Nuisance Abatement Program
Nathan Ralph, IDDE Program Manager
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 April 8, 2014 meeting, were approved upon a motion by Mr. Lupfer with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Old Business:

Resolution 14-051 to rescind Environmental Health Regulations #710 Housing Maintenance and Occupancy, #712 Rat Control, #715 Dead Animals, #716 Weeds, #717 Manure and #800 Solid Waste and to adopt Regulations For The Protection and Preservation of Public Health: #100 Definitions, #101 Collection Vehicle Registration, Inspection and Operation for the Prevention of Nuisances, #102 Property Health and Sanitation was heard as a second reading. No action from the Board was required.

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 33% of the 2014 year complete Administration spent 30% of budgeted expenditures, Nursing spent 27% of budgeted expenditures and Environmental Health spent 27% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 3%, Rabies 23%, Regional Public Health Infrastructure 20%, Construction and Demolition Debris fund 37% and Ground Water monitoring 28%. Overall 28% of the 2014 Operating Budget has been spent, yielding a positive variance of 5%.

Resolutions:

Resolution 14-054 to approve monthly operating expenses was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-055 to approve purchases was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-056 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. Lupfer with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 14-057 to authorize the Health Commissioner to enter into an agreement with OSERS Broad St. LLC to lease parking spaces for the Franklin County Public Health fleet was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-058 to authorize the Health Commissioner to enter into an agreement with Clemans Nelson & Associates, Inc. for compensation analysis and job description updates was approved upon a motion by Mr. Weaver with a second by Mr. Luper. Ayes: All Nays: None – motion carried.

Resolution 14-059 to amend a contract with the Center for Public Health Practice, College of Public Health at The Ohio State University for assistance in creating a Franklin County Public Health Community Improvement Plan and conducting quality improvement trainings was approved upon a motion by Dr. Sommer with a second by Mr. Weaver. Ayes: All – Nays: None – motion carried.

Personnel Actions:

Mr. Weaver approved the following personnel actions with a second by Mr. Lupfer: Resignation, Administration – Sara Cousins, Graphic Designer, effective May 16, 2014; New Position, Nursing – Regional Coordinator Epidemiologist, Tier I, Kara Cover, effective May 19, 2014; Administration, Community Health Planner, Rose Kramer, effective June 9, 2014; Posting for Seasonal Employee, Environmental – Solid Waste Program, Truck Inspections. 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. She also informed the Board of a new recognition and award program in Food Safety for high-performing food service operations and retail food establishments. The “Gold Medal Award Program” recognizes operations that consistently perform exceptionally well throughout the licensing year. There were 572 facilities that received the award for the 2013 licensing year. Also in Food Safety an administrative hearing was

conducted on May 5 for a facility in Westerville due to repeated violations of Ohio Administrative Code Chapter 3717, Ohio Uniform Food Safety Code.

Mrs. Lemin reported that trapping has begun in the Mosquito Management Program. She also reported that a nuisance property in Upper Arlington was recently abated.

Public Health Nursing Report:

Mrs. Wright referred to her written report highlighting that FCPH is now approved as a provider to administer immunizations to various insurance company members. She stated that with the addition of the private insurance plans FCPH will be required to purchase private vaccine and establish a schedule of fees for the vaccines and administration costs.

Mrs. Wright informed the Board that staff continues to investigate reported cases of mumps. In our jurisdiction there are probable cases but none yet confirmed.

Administration Report:

Ms. Kline informed the Board that staff continues to spend most of their time on the mumps outbreak. A letter (to raise awareness) was issued to parents in the Hilliard City School District on May 12th as 3 cases were reported. Ms. Kline also informed the Board that in Emergency Preparedness there was a regional hospital full-scale exercise on May 8th and there will be a Cities Readiness Initiative Tabletop Exercise on May 15th.

Health Commissioner's Report:

Ms. Tilgner informed the Board that she continues meeting with each jurisdiction to discuss future funding of public health.

Public Health Accreditation Update:

Ms. Tilgner informed the Board that FCPH's accreditation application is still targeted to be submitted on May 21st. She also informed the Board that Mitzi Kline and Jimmie Davis are working with The Ohio State University to schedule continuous quality improvement training for all staff. She stated that the domain teams are already compiling documentation.

Medical Director's Report:

Dr. Sullivan informed the Board that the Centers for Disease Control and

Prevention (CDC) has the results from the 2013/2014 flu season and it shows that flu season was less severe than in the previous year. The elderly population was the most affected. The vaccine that was administered showed to be 65 – 70% effective.

Dr. Sullivan spoke about the Middle Eastern Respiratory Syndrome (MERS) stating that it's a viral respiratory illness caused by Corona virus that is in Saudi Arabia and now there are 2 cases in the United States. Dr. Sullivan stated that it brings to mind worldwide illnesses and how serious and widespread they still are.

Dr. Sullivan spoke on the Vaccine For Children Program (VFC), stating that since instituted 20 years ago the program has prevented over 300 million illnesses, 20 million hospitalizations, 700,000 deaths and saved over \$30 million in health care costs and trillions of dollars in societal costs.

Legal Counsel's Report: None

Adjourn regular meeting, 10:38 a.m.

Respectfully submitted,

Mr. Jack Bope, President

Susan A. Tilgner, Secretary