

**Franklin County District Board of Health
Minutes of the Board of Health
September 9, 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
Radhika Iyer, Supervisor, Infectious Disease
Mitzi Kline, Communication and Community Health Director
Rose Kramer, Community Environmental Health Planner
Niki Lemin, Director of Environmental Health/Assistant Health Commissioner
Jim Lynch, Registered Sanitarian, Water Quality Program
James May, Registered Sanitarian, IDDE Program
Jennie McAdams, Workforce Development Coordinator
Melissa McArthur, Supervisor, Nuisance Program
Nathan Ralph, Registered Sanitarian, IDDE Program
Benjamin Robison, Emergency Preparedness Supervisor
Dr. Miller Sullivan, Medical Director
Deidra Wolf, Executive Assistant, Administration
John Wolf, Finance & Business Operations Director

Legal Counsel

Joseph R. Durham, Eastman & Smith Ltd.
Adria Fields, Franklin County Prosecuting Attorney's Office

Guests:

James Boyden, Court Reporter
Everett Edmonds
Louise Roof

Meeting Minutes:

The minutes of the August 12, 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 14-005

Variance Application: Franklin County District Board of Health Regulation #720 (Sewage Treatment Systems); 2013 Lisle Avenue, Hamilton Township, tax district #150, parcel number #000787, owned by Louise M.C. Roof (presented by Niki Lemin)

Niki Lemin, James May and Louise Roof were sworn in by the court reporter. Ms. Lemin summarized the variance request giving her testimony as to the need for the variance and recommended approval to the board. The board also heard from Louise Roof. Ms. Roof asked for the board's approval of the variance.

Mr. Weaver made a motion, seconded by Mr. Lupfer to approve the variance. 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 66% of the 2014 year complete Administration spent 58% of budgeted expenditures, Nursing spent 58% of budgeted expenditures and Environmental Health spent 55% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping

fund 32%, Rabies 49%, Regional Public Health Infrastructure 75%, Construction and Demolition Debris fund 67% and Ground Water monitoring 97%. Overall 57% of the 2014 Operating Budget has been spent, yielding a positive variance of 9%.

Mr. Wolf informed the Board that the 2013 audit and financial statements were officially released by the Auditor of State and copies were sent to the State of Ohio and Columbus Public Health per the request of the grant and contract requirements.

Resolutions:

Resolution 14-083 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 14-084 to amend the 2014 Operating Budget (Regional Public Health Infrastructure, Groundwater Monitoring) was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-085 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. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-086 to amend the Franklin County Public Health Organizational Chart was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-087 to adopt findings on investigations of Chapter 3794, Ohio Smoke-Free Workplace Law was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-088 to rescind Regulation #703 Plumbing and adopt Regulations #103 Plumbing and #199 Administration and Enforcement, for the protection and preservation of public health (1st Reading). Mrs. Lemin presented the resolution as a first reading – no action was required by the Board.

Resolution 14-089 to authorize the Health Commissioner to enter into an

agreement with the Ohio State University John Glenn Institute Management Advancement for Public Service courses (MAPS) for 2014-2015 (\$5,655.00) was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-090 to authorize the Health Commissioner to renew a contract with Licking County Health Department for radon education and testing was

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

Resolution 14-091 to approve purchases was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Personnel Actions:

Mr. Weaver made a motion, seconded by Mr. Lupfer to approve the following personnel actions: New Position – Trenton L. Daugherty, MRC Coordinator, part-time, effective September 22, 2014; Retirement – Environmental Health, Nadine Herrell, Administrative Assistant, effective October 31, 2014. Ayes: All Nays: None – motion carried.

Environmental Health Report:

(Attached)

Public Health Nursing Report:

(Attached)

Administration Report:

(Attached) Mitzi Kline introduced Ben Robison, Emergency Preparedness Supervisor. Ben informed the Board that the Local Technical Assessment Review (LTAR) has been replaced with a new tool called the Operational Readiness Review (ORR). The tool is more focused on operational capacity and will hopefully provide good feedback to FCPH on the effectiveness of our Cities Readiness Initiative (CRI) planning efforts.

Health Commissioner's Report:

(Attached)

Public Health Accreditation Update:

Ms. Tilgner reviewed the DRAFT Strategic Planning Goals identified by senior staff, supervisors, managers and directors. The Board provided their input and suggestions to the DRAFT. (Attached)

Medical Director's Report:

Dr. Sullivan reported that Ebola continues to spread but still no reported cases in the United States. He also informed the Board that influenza surveillance will begin in October. Dr. Sullivan spoke about Enterovirus (HEV68) stating that it is not widespread in Franklin County although physicians should be on heightened awareness as to what to look for and to properly test suspected cases.

Legal Counsel's Report:

Ms. Fields stated that a nuisance case was recently closed and thanked Nathan Ralph for expediting the process.

Other Business:

The Board agreed to hold their November meeting on Monday, November 10th due to the Veteran's Day Holiday on November 11th.

Adjourn regular meeting, 10:58 a.m.

Respectfully submitted,

Mr. Jack Bope, President

Susan A. Tilgner, Secretary