

RECORD OF PROCEEDINGS

Minutes of

Meeting

Government Forms and Supplies (844) 224-3338 FORM NO. SHTRCP11

Franklin County Public Health

Journalized on:

JAN 08 2019

Held

20

Franklin County District Board of Health Minutes of the Board of Health Tuesday, December 11, 2018

Meeting Location: Memorial Hall, Alpha Conference Room

Call to Order: Jerry Lupfer called the meeting to order at 9:36 a.m.

Board Members Present:

Roy Barnewall, DVM, PhD
Arthur James, MD, FACOG
Jerry Lupfer
Sally Morgan, RN

Board Members Absent:

Tom Rudge, PhD

Joe Mazzola, Secretary

Staff Present:

Amber Breedlove, Health Communication Specialist
Charlie Broschart, Environmental Health Division Manager
Jacqueline Cilulko, Executive Assistant
Olabisi Eddy, Community Health Planner
Jeff Gibbs, Environmental Health Division Manager
Alex Jones, Assistant Health Commissioner, Director of Prevention & Wellness
Mitzi Kline, Director of Communication
Julie Litteral, Administrative Assistant
Jennie McAdams, Health Promotion and Community Engagement Supervisor
Mona Odiakosa, Community Health Planner
Kirsten Oliver, Data and Planning Epidemiologist
Nathan Ralph, Water Quality Supervisor
Jennifer Robinson, Human Resource Manager
Theresa Seagraves, Director of Health Systems and Planning
Bob Sealock, Community Environmental Health Supervisor
Miller Sullivan, Medical Director
John Wolf, Finance & Business Operations Director
Eva Wollerman, Emergency Preparedness Supervisor

Legal Counsel:

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

Guests:

Amy Kirby, Homeowner
Brian Kirby, Homeowner
Joseph Reinemeyer, Homeowner

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Pledge of Allegiance

Ms. Morgan led the Pledge of Allegiance.

Meeting Minutes:

The minutes of the November 13, 2018 meeting were approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried.

Old Business:

Resolution 18-115 to adopt the schedule of fees for food service establishments and food service operations for the 2019 licensing year had its Third Reading and the resolution was approved upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried

Recognitions:

Olabisi Eddy, Community Health Planner, was recognized by Jennie McAdams, Health Promotion and Community Engagement Supervisor, for 1 year of service. Lindsey Rodenhauer, Tobacco Cessation Coordinator was unable to attend but was recognized by Jennie McAdams, Health Promotion and Community Engagement Supervisor, for 1 year of service.

New Business:

Hearings:

Hearing 18-010 for a Variance Request - Ohio Administrative Code 3701-29, 3596 Darby Knolls Boulevard; Hilliard, Ohio 43026 (Brown Township, Tax District 120, Parcel ID #001183); owned by Joseph and Jennifer Reinemeyer

Franklin County Public Health staff Jeff Gibbs, Nathan Ralph and Homeowner Joseph Reinemeyer stood and were sworn in by the court reporter when requested. Mr. Gibbs gave the Board an overview of the situation. The Reinemeyer's are prevented from completing the installation of their household sewage treatment system due to weather conditions and are requesting a variance.

Staff recommended that the Reinemeyer's be granted their variance request, the Board added a stipulation, weather permitting, that the installation be completed before June 30, 2019.

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The request was approved upon a motion by Ms. Morgan with a second by Dr. Barnewall Ayes: All Nays: None – motion carried

Hearing 18-011 for a Variance Request - Ohio Administrative Code 3701-29, 4992 Neff Road; Grove City, Ohio 43123 (Pleasant Township, Tax District 230, Parcel ID #003374); owned by Brian and Amy Kirby

Franklin County Public Health staff Jeff Gibbs, Nathan Ralph and Homeowners Brian and Amy Kirby stood and were sworn in by the court reporter when requested. Mr. Gibbs gave the Board an overview of the situation, the Kirby's are prevented from completing the installation of their household sewage treatment system due to weather conditions and are requesting a variance.

Staff recommended that the Kirby's be granted their variance request, the Board added a stipulation, weather permitting, that the installation be completed before June 30, 2019.

The request was approved upon a motion by Dr. James with a second by Ms. Morgan Ayes: All Nays: None – motion carried

Resolution 18-131 to approve monthly financial report and operating expenses was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-132 to authorize the Health Commissioner to issue the Board of Health Orders (6 sewage) was approved upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried

Resolution 18-133 to approve the issuance of a Construction and Demolition Debris Landfill Operation License to JDM Services, LLC and Scott Wrecking, LLC; to approve the issuance of Solid Waste Facility License to Solid Waste Authority of Central Ohio and Waste Management of Ohio Transfer and Recycling Corporation was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-134 to authorize the Health Commissioner to renew a contract with Columbus Academy of Veterinary Medicine for veterinary services, support and supplies (expense not to exceed \$8,000.00) was approved upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried

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Resolution 18-135 to authorize the Health Commissioner to enter into a Memorandum of Understanding with Mount Carmel Healthcare System to provide healthcare services to low income individuals was approved upon a motion by Dr. Barnewall with a second by Dr. James. Ayes: All Nays: None – motion carried

Resolution 18-136 to authorize the Health Commissioner to enter into a contract with Itentive to provide technical assistance, testing and training to staff for the latest upgrade in the NextGen electronic health record system (expense not to exceed \$12,000.00) was approved upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried

Resolution 18-137 to become a member of the Ohio Opioid Education Alliance and endorse Don't Live in Denial, Ohio as a model opioid prevention and education campaign was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-138 to authorize the Health Commissioner to enter into a contract renewal with K2 Studios, LLC for graphic design contract work (expense not to exceed \$35,000.00) was approved upon a motion by Dr. Barnewall with a second by Dr. James. Ayes: All Nays: None – motion carried

Resolution 18-139 to authorize the Health Commissioner to enter into a contract renewal with the Central Ohio Poison Center for After-Hours on call services (expense not to exceed \$9,200.00) was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-140 to authorize the Health Commissioner to enter into a contract renewal with Mighty Spark Design for web and graphic design services (expense not to exceed \$20,000.00) was approved upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried

Resolution 18-141 to authorize the Health Commissioner to enter into a contract with Columbus Public Health to conduct a joint seasonal flu awareness campaign (revenue of \$2,000.00) was approved upon a motion by Dr. James with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-142 to authorize the Health Commissioner to enter into a contract with Data Across Sectors for Health for a Mentor Program Grant (revenue of

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\$5,000.00) was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-143 to authorize the Health Commissioner to enter into a contract with the Gordon Flesch Company for the Uniflow Print Management Software for agency printing devices (expense not to exceed \$2,940.48) was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-144 to authorize the Health Commissioner to renew a contract with Julian & Grube, Inc. for financial statement preparation services (expense not to exceed \$5,000.00) was approved upon a motion by Dr. James with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-145 to authorize the Director of Finance and Business Operations to request tax settlement advances in 2019 was approved upon a motion by Dr. Barnewall with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-146 to request a new fund to be created by the Auditor of Franklin County for the Health Systems and Planning Division was approved upon a motion by Dr. James with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-147 to close the rabies fund 9035 and transfer the cash balance of the fund to environmental health fund 9028 was approved upon a motion by Dr. Barnewall with a second by Dr. James. Ayes: All Nays: None – motion carried

Resolution 18-148 to authorize the Health commissioner to enter into a contract with the Ohio Public Health Association for Fiscal Support Services (expense not to exceed \$5,000) was approved upon a motion by Dr. James with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-149 to authorize the Health Commissioner to renew a contract with Joseph R. Durham, Eastman & Smith, Ltd. for professional services (expense not to exceed \$45,000.00) was approved upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried

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Resolution 18-150 to adopt the 2019 Operating Budget was approved upon a motion by Dr. Barnewall with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-151 to approve purchases was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Personnel Actions

Jennifer Robinson, Human Resources Manager, presented the following personnel actions for Board approval:

New Hires	Jessica Williams, Community Health Planner • Current EH Administrative Assistant	01/07/2018
Position Changes (in 2019 budget)	Dennis Curluter – from Medical Billing and Coding Specialist to Application Analyst	01/07/2018
	Cassandra Burns – from IT Systems Analyst to IT Systems Supervisor	01/07/2018
New Positions (in 2019 budget)	Administrative Assistant II (HSP)	TBA
	Epidemiologist II – Environmental focus (P&W)	TBA
Job Openings	Administrative Assistant II (P&W)	Posted
	Administrative Assistant I (EH)	Posted
Resignations	Carol Bailey, P&W Executive Assistant	12/05/2018

Personnel actions were approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Environmental Health Report: (Attached)

Prevention & Wellness Report: (Attached)

Health Systems & Planning Report: (Attached)

Human Resources Report: (Attached)

Communication Report: (Attached)

Health Commissioner Report: (Attached)

Organizational Charts
Strategic Plan

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The Health Commissioner asked for a motion to approve the Franklin County Public Health 2019 – 2021 Strategic Plan. The Strategic Plan was approved upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried

Medical Director Report: (Attached)

Dr. Sullivan updated the Board members on seasonal flu and shared that H1N1 is the predominant strain and reminding everyone that the best prevention is the vaccine. He also discussed the types of anti-virals available and their effectiveness. Dr. Sullivan then gave a presentation regarding ticks and lyme disease. He cautioned everyone that this was becoming a common public health problem, and to increase awareness.

Legal Counsel's Report

Mr. Durham updated the Board on the situation concerning the Woodcliff Condominium case, the court denied the stay. Mr. Durham has drafted a response to the anonymous letters received by Board members, however as the current handbook will have potential changes voted on at the next Board of Health meeting, he will wait to present the response until he has incorporated the updated handbook language. He also asked the Board if they would like him to coordinate the annual evaluation process for the Health Commissioner and they asked him to proceed.

Continuing Education

None

Adjourn regular meeting, 11:48 a.m.

Respectfully submitted,



Jerry Lupfer, President



Joe Mazzola, Secretary