

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Franklin County Public Health

Journalized on:

JUN 11 2019

Held \_\_\_\_\_ 20\_\_\_\_

## Franklin County District Board of Health Minutes of the Board of Health Tuesday, May 7, 2019

**Meeting Location:** Memorial Hall, Alpha Conference Room

**Call to Order:** Dr. Tom Rudge called the meeting to order at 9:04 a.m.

**Board Members Present:**

Tom Rudge, PhD  
Sally Morgan, RN  
Roy Barnewall, DVM, PhD  
Latisha Chastang, MNML  
Arthur James, MD, FACOG

Joe Mazzola, Secretary

**Board Members Absent:**

None

**Staff Present:**

Charles Broschart, EH, Division Manager  
Jeff Gibbs, Environmental Health Division Manager  
Garrett Guillozet, RS Supervisor, Food Safety  
Jeff Gibbs, Environmental Health Division Manager  
Radhika Iyer, Infectious Disease Supervisor  
Alex Jones, Assistant Health Commissioner, Director of Prevention & Wellness  
Mitzi Kline, Director of Communication  
Niki Lemin, Assistant Health Commissioner, Director of Environmental Health  
Julie Litteral, Administrative Assistant  
Theresa Seagraves, Assistant Health Commissioner, Director of Health System & Planning  
Nicholas Suhocki, RS, Food Safety  
Miller Sullivan, MD, Medical Director  
John Wolf, Director of Finance and Operations  
Eva Wollerman, EP & Training Supervisor

**Legal Counsel:**

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

**Guests & New Staff:**

Daniel Ward, SIT, Food Safety  
Zach Woodruff, City of Whitehall  
Jonathan Putnam, Infectious Disease Intern  
Brent Purdom (present for Variance Hearing, sworn in by Joe Durham, Esq.)

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## **Pledge of Allegiance**

Latisha Chastang, led the Pledge of Allegiance.

## **Meeting Minutes:**

The minutes of the April 9, 2019 meeting were approved as amended upon a motion by Sally Morgan with a second by Roy Barnwall, DVM, PhD. The amendment was adding that there was a discussion during the Health Systems and Planning Report about April being Minority Health Month. Ayes: All Nays: None – motion carried

## **Old Business:**

None.

## **Recognitions:**

The Board recognized that it is National Nurses' Week and thanked our staff for their work.

**Nicholas Suhocki**, Registered Sanitarian, was recognized by Garrett Guillozet, RS Supervisor, Food Safety, for 5 years of service.

## **New Business**

**Proclamation:** A Board of Health proclamation recognizing and honoring food service and food establishment operations that met the requirements for the Gold Medal Award during the 2018 licensing year. Garrett Guillozet read the proclamation and shared data. Motion to approve by Dr. Roy Barnewall; seconded by Ms. Morgan.

Ayes: All Nays: None – motion carried.

## **Hearings**

Dr. Rudge read all three hearings, witnesses sworn in by Joe Durham, Esq.

**Hearing 19-005** for a Variance Request – Ohio Administrative Code 3701-29, 1849 Jones Road; Hilliard, Ohio 43026 (Brown Township, Tax District 120, Parcel ID 001263) owned by Scott and Jennifer Failor. Motion to approve by Dr. Barnewall; seconded by Dr. James. Ayes: All Nays: None – motion carried.

**Hearing 19-006** for a Variance Request – Ohio Administrative Code 3701-29, 8067 Patterson Road, Hilliard, Ohio 43026 (Brown Township, Tax District 120, Parcel ID 001089); owned by Brent (present and sworn in) and Sandy Purdom.

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Motion to approve by Ms. Morgan, seconded by Dr. James. Ayes: All Nays: None – motion carried.

**Hearing 19-007** for a Variance Request – Ohio Administrative Code 3701-29, 7181 Young Road, Grove City, Ohio 43123 (Pleasant Township, Tax District 230, Parcel ID #003380); owned by Justin and Jessica Richardson. Motion to approve by Dr. Barnewall, seconded by Dr. James. Ayes: All Nays: None – motion carried.

## Resolutions

**Resolution 19-046** to approve monthly financial report and operating expenses, was moved for approval by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried.

**Resolution 19-047** to authorize the Health Commissioner to issue the Board of Health Orders (6 sewage) aerators not functioning properly, was approved upon a motion by Dr. James with a second by Ms. Morgan. Ayes: All Nays: None – motion carried.

**Resolution 19-048** to authorize the Health Commissioner to enter into a charter agreement and memorandum of understanding with the Central Ohio Hospital Council and Columbus Public Health to collaborate on future community health assessment and planning efforts, was moved for approval upon a motion by Ms. Morgan, with a second by Dr. James. Ayes: All Nays: None – motion carried.

**Resolution 19-049** to authorize the Health Commissioner to enter into a contract with Columbus Public Health for the FY2020 Budget Period 1 Public Health Emergency Preparedness (PHEP) Grant between July 1, 2019 to June 30, 2020. (revenue of \$183,282.42), was moved for approval upon a motion by Dr. Barnewall with a second by Dr. James. Ayes: All Nays: None – motion carried.

**Resolution 19-050** to authorize the Health Commissioner to enter into a memorandum of understanding with BrainPOP, LLC, to use a copyright poster to raise awareness in communities about the importance of falls prevention strategies by conducting education and outreach activities, was moved for approval upon a motion by Dr. James with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

**Resolution 19-051** to authorize the Health Commissioner to enter into a cocontract with the Morrow County Health District for Public Health Emergency Preparedness (PHEP)/Cities Readiness Initiative (CRI) services. (revenue of

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\$51,372.00), was moved for approval upon a motion by Ms. Morgan with a second by Dr. James. Ayes: All Nays: None – motion carried.

**Resolution 19-052** to approve purchases was moved for approval upon a motion by Dr. James with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried.

**Personnel Actions**

Joe Mazzola, MPA, Health Commissioner presented the following personnel actions for Board approval:

<b>New Hires</b>	Mary Beth Brown, Sanitarian in Training Water Quality	May 13, 2019
	Marcus Fitzgerald, Helpdesk Technician	May 13, 2019
	Debra Smith, Administrative Assistant III	May 13, 2019
	Zach Watson, Communication Specialist	May 8, 2019
<b>Current Openings</b>	Epidemiologist 1 (HSP)	Interviewing
	Epidemiologist I (P&W)	Interviewing
	Administrative Assistant II	Posted
	Payroll Coordinator	Posted
<b>Resignations</b>	Whitney Donston, Administrative Assistant	April 17, 2019
	Benjamin Davis, Registered Sanitarian	April 19, 2019
<b>Other Changes</b>	Ann Boehnlein, Administrative Assistant III	Rescinded acceptance

Personnel actions were moved for approval upon a motion by Dr. James with a second by Ms. Chastang. Ayes: All Nays: None – motion carried

**Division & Office Reports:**

Environmental Health Report - Niki Lemin, Assistant Health Commissioner  
 (Attached)

Niki additionally reported she has been elected to the "National Environmental Health Association (NEHA) Board of Directors. She takes office in July for a three year term.

Prevention & Wellness Report – Alex Jones, Assistant Health Commissioner  
 (Attached)

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Health Systems & Planning Report – Theresa Seagraves, Assistant Health Commissioner (Attached)  
Human Resources & Customer Service – Joe Mazzola, MPA, Health Commissioner (Attached)  
Communication & Marketing – Mitzi Kline, Director (Attached)

**Health Commissioner Report:** (Attached)

Mr. Mazzola presented a full report of activities for the month highlighting Franklin County Public Health's Strategic Policy Framework for Board approval. Ms. Morgan made a motion for approval of policy framework as presented and seconded by Dr. James. Ayes: All Nays: None motion carried.

**Medical Director Report:**

Dr. Sullivan discussed this being one of the longest flu seasons we have experience lasting 21 weeks, but it is not the highest number of cases due to the milder year. He also discussed measles as a respiratory virus, spread by coughing and stays in the air for two hours. He highlighted the symptoms and how to determine if vaccination is needed by date criteria, blood testing, and by talking with your physician.

**Legal Counsel's Report**

Joe Durham discussed the 12 year nuisance abatement matter in Whitehall, 317 units, 292 units have sold, 25 units on appeal. Zach Woodruff, Director of Economic Development & Public Service with the City of Whitehall was introduced and shared a presentation of the former site of Woodcliff Condominiums and the economic growth in the city.

**Executive Session**

**Resolution 19-053** to convene into Executive Session in accordance with Ohio Revised Code Section 121.22(G)(1) to investigate charges or complaints against a public employee(s). The Board entered into Executive Session at 11:28 a.m., upon a motion by Dr. Barnewall and a second by Ms. Chastang, and each Board Member answering in the affirmative to roll call.

No action taken.

Board came out of Executive Session at 12:00p.m. Dr. James made a motion with a second by Dr. Barnewall, and each Board Member answering in the



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affirmative to roll call to resume the regular meeting. No formal action was taken after Executive Session.

**Adjourned regular meeting, 12:05 p.m.**

Respectfully submitted,

  
\_\_\_\_\_  
Dr. Tom Rudge President

  
\_\_\_\_\_  
Joe Mazzola, Secretary