

The Board of the Logan County Health District met in regular session on Wednesday, April 6, 2011. Vice-President Henschen called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Henschen, Mr. Hines, Mrs. Price, Mr. Alloway, constituting a quorum. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Guests included Dave Leiter, Jack Woods II, Cindy Mabrey, Kelly Reaver and Steve Cummings. Mandy Hochstedler of the *Bellefontaine Examiner* was also in attendance.

IN THE MATTER OF NEW BOARD MEMBER

Administrator Lisa G. Downing announced with pleasure that Board President Don Spath was appointed last week by the Health District Advisory Council to another five-year term on the Board of Health for the period April 1, 2011, to March 31, 2016.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Mr. Alloway that the Board approve the minutes of the March 9, 2011, meeting as mailed. Ayes: Mr. Hines, Mr. Henschen, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF MONTHLY BILLS

It was moved by Mr. Hines and seconded by Mrs. Price that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mr. Alloway, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

No members of the public were present for this portion of the meeting.

IN THE MATTER OF REQUESTS FOR VARIANCE

John Grooms, 5000 Powell Road, Huber Heights

Mr. Grooms requested variance from Ohio Administrative Code 3702-28 to place a well eight (8) feet from a manufactured home and one (1) foot from a property line at 11195 Kootenay Path, Lakeview. Sanitarian Lisa Engle recommended approval. It was moved by Mr. Hines and seconded by Mrs. Price that the Board grant the variance, to become invalid with the availability of central water supply. Ayes: Mr. Alloway, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE COMPLAINTS

Environmental Health Director Craig D. Kauffman presented the following nuisances in violation of Ohio Revised Code 3707.01 for Board action following citizen complaints and non-compliance with sanitarian orders.

Jason Stoll, 11364 and 11372 Big Bear Path, Lakeview

Mr. Stoll has piles of garbage, solid waste and construction debris at these properties, with no change noted since February 14, 2011. Mr. Kauffman recommended an order to remove all debris to licensed facilities within 14 days.

Albert Myers, 6865 Wishart Street, Huntsville

Mr. Myers has an open garage next to a house with stacks of garbage inside and outside. Mr. Kauffman recommended an order to remove the garbage within seven (7) days.

Following review of individual case documents and recommendations, it was moved by Mr. Hines and seconded by Mrs. Price that pursuant to Ohio Revised Code 3707.01 the conditions at these premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that *Jason Stoll* and *Albert Myers* be ordered to abate their individual nuisances by the means recommended and maintain their premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue individual orders on behalf of the Board. Ayes: Mr. Alloway, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF PROBATIONARY EVALUATION – K. REAVER

Director of Nursing Kay Schroer presented a very favorable six month probationary evaluation of Public Health Nurse Kelly Reaver. It was moved by Mr. Hines and seconded by Mr. Alloway that the Board recognize completion of Mrs. Reaver's probationary period and authorize her permanent hire. Ayes: Mr. Henschen, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – C. MABREY/R. SIMMONS

Mrs. Schroer presented annual performance evaluations for Public Health Nurse Cynthia Mabrey, and Home Health Nurse Rebecca Simmons as completed by her supervisor Jennifer Wren. Job development inventory scores in the *Achieves* range were noted for both employees.

It was moved by Mr. Hines and seconded by Mrs. Price that the Board accept the evaluation of Mrs. Mabrey. Ayes: Mr. Henschen, Mr. Alloway, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

It was moved by Mr. Alloway and seconded by Mr. Hines that the Board accept the evaluation of Ms. Simmons. Ayes: Mr. Henschen, Mrs. Price, Mr. Hines, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF BED BUGS GUIDELINES ADOPTION

Citing concerns for health district staff members who routinely make home visits for various purposes, the nursing director requested adoption of bed bugs guidelines developed by the Leadership Team. With concurrence of the Health Commissioner, it was moved by Mr. Hines and seconded by Mr. Alloway that the Board adopt the guidelines as presented. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Mr. Hines. Nays: none. Motion carried. (*See policy in Notes to Minutes.*)

IN THE MATTER OF NURSING REPORT

Director of Nursing Kay Schroer reported that chlamydia rates are once again on the rise. She also displayed the bereavement booklets that were purchased with funds from the Logan County Electric Cooperative grant awarded recently to staff nurses Tracy Davis, and outlined activities planned for upcoming *Immunization Week*. Mrs. Schroer then offered the following nursing division statistics for February 2011:

Home Health: 44 patients; 9 admissions; 194 RN visits; 36 HHA visits; 81 PT visits; 28 OT visits; 2 ST visits

Public Health: 4 pediatric nurse assessments; 5 blood pressure clinics/49 clients; 14 blood sugar checks; 1 TB clinic/15 skin tests; 2 ARC clients/2 tests; 5 BCMH visits/25 contacts; 8 newborn home visits; 11 head lice checks

Communicable Disease: 19 confirmed- Chlamydia (8); Hepatitis B (1); Hepatitis C (4); Campylobacter (1); Cryptosporidium (1); Influenza (1); Salmonella (1); Varicella (1); Strep A (1)

Immunization Program: 19 child clients/65 injections; 25 adult clients/33 injections; 12 flu shots

Women, Infants and Children: 26 new clients; 151 recertifications; 1142 total participants

School Health: 2 school visits (Riverside); Screenings: 56 vision/2 referrals; 5 hearing/0 referrals

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented routine health district financial reports for the month of February, noting an overall decrease in revenue. It was moved by Mrs. Price and seconded by Mr. Hines that the Board authorize Vice-President Henschen to approve review of the reports. Ayes Mr. Alloway, Mr. Henschen, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF 2011 APPROPRIATION INCREASES

Ms. Downing reported the following increases to the 2011 health district budget, necessitated by unanticipated revenue and expenses. Noting that additional certifications were approved by County Auditor Robert S. Storm and adopted by resolutions of the Board of Logan County Commissioners, it was moved by Hines and seconded by Mr. Alloway that the Board confirm the additional appropriations. Ayes: Mr. Henschen, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

- Water Wells Fund - \$4000.00
 - 050-400-01060 Laboratory Equipment \$4000.00

- Public Health Infrastructure Fund - \$44,240.00
 - 055-340-01025 Salaries \$25,761.00
 - 055-450-01025 Supplies \$ 3,058.00
 - 055-450-01030 Equipment \$ 7,968.00
 - 055-450-01055 Contracts \$ 1,750.00
 - 055-450-01070 Travel \$ 1,560.00
 - 055-450-01100 OPERS \$ 2,990.00
 - 055-450-01110 Workers Comp \$ 854.00
 - 055-450-01115 Medicare \$ 299.00

IN THE MATTER OF HOME HEALTH OCCUPATIONAL THERAPY CONTRACT

Following notification that the current contractor for occupational therapy services, Bellefontaine Physical Therapy LLC, is no longer able to provide those services for the Home Health Agency; and noting that the presented contract has been approved as to form by Logan County Prosecutor Gerald Heaton; it was moved by Mr. Alloway and seconded by Mr. Hines that the Board enter into a contract with MidOhio Rehabilitation Specialists, LLC, 5125 Hunters Run, Bluffton OH, to provide said services for the period April 6, 2011, through September 30, 2011, at the rate of \$72.00 per hour for therapy and \$25.00 per hour for administrative team meetings. Ayes: Mrs. Price, Mr. Henschen, Mr. Hines, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF PROBATIONARY EVALUATION – S. CUMMINGS

Health Commissioner Dr. Boyd Hoddinott presented a very favorable six month probationary evaluation of IT/Program Manager/Development Officer Steve Cummings. It was moved by Mr. Hines and seconded by Mr. Alloway that the Board recognize completion of Mr. Cummings' probationary period and authorize his permanent hire. Ayes: Mr. Henschen, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF 2012 ANTICIPATED BUDGET

Ms. Downing and Dr. Hoddinott reviewed the 2012 anticipated operating budget, assuming the 2011 level of funding from inside millage and based on current trends in environmental licenses and permits. Following reiteration that this budget is required to be submitted to the county budget commission each year at this time, it was moved by Mr. Alloway and seconded by Mrs. Price that the Board approve the anticipated budget as presented. Ayes: Mr. Hines, Mr. Henschen, Mrs. Price, Mr. Alloway. Nays: none. Motion carried. (*See budget in Notes to Minutes.*)

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd Hoddinott offered comments on the following:

- 2010-2011 annual survey of the health district's Solid & Infectious Waste and C&DD programs
- Health District Advisory Council annual meeting on March 31
- *Bellefontaine Examiner* article on the *County Health Rankings*
- Instruments reviewed and the next steps for development of a strategic plan

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting as May 4, 2011, at 1:00 p.m., it was moved at 1:40 p.m. by Mr. Hines, seconded by Mr. Alloway, that the meeting be adjourned. Ayes: all. Nays: none. Motion carried.

John Henschen, Vice President

Boyd C. Hoddinott, M.D., Secretary