

The Board of the Logan County Health District met in regular session on Wednesday, July 6, 2011. President Spath called the meeting to order at 1:02 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Spath, Mr. Henschen, Mr. Hines, Mrs. Price, Dr. Varian, Mr. Alloway. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, Environmental Health Director Craig D. Kauffman, and Home Health Supervisor Jennifer Wren. Guests included Richland Township Trustee David Leiter, Bellefontaine City Mayor Adam Brannon, Bellefontaine City Auditor Jack Reser, and Russells Point Zoning Officer Joel Kranenburg. Reporter Mandy Hochstedler of the *Bellefontaine Examiner* was also in attendance.

#### **IN THE MATTER OF MINUTES**

It was moved by Mr. Henschen and seconded by Mrs. Price that the Board approve the minutes of the June 8, 2011, meeting as mailed. Ayes: Mr. Alloway, Dr. Varian, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF MONTHLY BILLS**

Administrator Lisa G. Downing stated that she presented vouchers for recurring and time-sensitive bills to the county auditor on June 17<sup>th</sup>, June 24<sup>th</sup>, and July 1<sup>st</sup>. It was moved by Mr. Hines and seconded by Mrs. Price that the Board confirm payment of those bills presented on their behalf, and approve the current bill vouchers and order the bills paid. Ayes: Mr. Henschen, Dr. Varian, Mr. Alloway, 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 BOARD EDUCATION**

Health Commissioner Dr. Boyd Hoddinott announced that education sessions for the Board would become a regular agenda item at each meeting. He began his efforts by referencing Section 3709 of the Ohio Revised Code governing Health Districts. Dr. Hoddinott reinforced how health districts are formed, the roll of the Health District Licensing Council, and the unique powers of Boards of Health. He also reviewed the report of the recent priority setting workshop, to be utilized as a tool for strategic planning.

#### **IN THE MATTER OF HEALTH DISTRICT OPERATING LEVY**

Debate ensued regarding the placement of a health district operating levy on the November ballot following a three-year absence. City of Bellefontaine Mayor Adam Brannon and Auditor Jack Reser were in attendance, and individually conveyed their concerns regarding future funding of the health district from inside millage. The mayor stated it is uncertain how the city, townships and municipalities will be able to afford these contributions with pending cuts to the Local Government Service Fund, and extended support of a levy on behalf of the city. Mr. Reser reiterated these sentiments, encouraging the Board to take positive action and the steps necessary to place the issue before the voters. Several Board members expressed concern about the affordability of a levy for county residents during these hard financial times, as well as the importance of having the support of elected officials before moving ahead. A formal decision on the matter will be made at the regular August meeting.

#### **IN THE MATTER OF NUISANCE COMPLAINTS**

##### ***Lewis Linson, 6858 CR 43, DeGraff***

Mr. Linson has pipes, boards, a pool liner, metal, glass jars, plastic containers and other solid waste around an abandoned shed and house at his 644 South Main Street property in DeGraff. No response was received to a sanitarian citation, and Environmental Health Director Craig D. Kauffman recommended an order to remove all solid waste within three (3) days. It was moved by Dr. Varian and seconded by Mr. Henschen that pursuant to Ohio Revised Code 3707.01 the conditions at this premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that *Lewis Linson* be ordered to abate the nuisances by the means recommended and maintain the property in a sanitary manner in the future; and that the Health Commissioner be directed to issue the order on behalf of the Board. Ayes: Mr. Hines, Mrs. Price, Mr. Alloway, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF REQUESTS FOR VARIANCE**

Mr. Kauffman presented the following requests for variance from established codes.

***Ron Ansback, 2483 CR 31 South, Bellefontaine***

Mr. Ansback requested variance from Ohio Administrative Code 3701-29 to place a temporary septic tank for a temporary house trailer at the same address. A conditional use permit has been issued by the township for the trailer for a period of one (1) year, to allow Mr. Ansback to live there while the existing house is being remodeled. Following the recommendation of the Environmental Health Director, it was moved by Mr. Hines and seconded by Mr. Alloway that the Board approve the variance for a period of one (1) year. Ayes: Mr. Henschen, Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

***Tammy and Patrick Wascovich, 11068 Shawnee Path, Lakeview***

Mr. and Mrs. Wascovich requested variance from Ohio Administrative Code 3701-28 to place a well five (5) feet from the property line and house at this address. Sanitarian Timothy Smith recommended approval as the best location. It was moved by Mr. Henschen and seconded by Mrs. Price that the Board approve the variance, to become invalid with the availability of central water supply. Ayes: Mr. Hines, Mr. Alloway, Dr. Varian, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF ANNUAL EVALUATION – J. WREN**

Director of Nursing Kay Schroer presented the annual performance evaluation of Home Health Supervisor Jennifer Wren, RN, who was present at meeting. Noting a job development inventory score in the *Achieves* range for the three year employee, it was moved by Mr. Hines and seconded by Mr. Alloway that the Board accept the evaluation. Ayes: Dr. Varian, Mrs. Price, Mr. Henschen, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

The Director of Nursing reported on a variety of upcoming outreach events including an Amish Tdap clinic on July 28 funded by the G.I.F.T. grant; the WIC Baby Fair at the Logan County Solid Waste Management District recycling facility on August 12 with 17 to 20 vendors; childhood immunizations at Chippewa and Western outreach clinics on August 13 and August 20, respectively; and a special back-to-school immunization clinic at the health district to be held sometime in August. Mrs. Schroer then offered the following May 2011 nursing division statistics:

Home Health: 43 patients; 10 admissions; 224 RN visits; 72 HHA visits; 97 PT visits; 62 OT visits; 2 ST visits

Public Health: 2 nursing visits; 4 blood pressure clinics/103 clients; 7 blood sugar checks; 2 TB clinic/14 skin tests; 2 ARC clients/2 tests; 9 BCMH visits/35 contacts; 11 newborn home visits; 1 bereavement visit/1 contact; 4 head lice checks

Communicable Disease: 11 confirmed- Chlamydia (9); Hepatitis C (1); Strep Pneum ISP (1)

Immunization Program: 23 child clients/59 injections; 23 adult clients/26 injections

Women, Infants and Children: 43 new clients; 151 recertifications; 1127 total participants

School Health: 4 school visits (Riverside)

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented financial reports for the month of May, with routine expenditures noted and revenue in line with projections. It was moved by Dr. Varian and seconded by Mr. Henschen that the Board authorize President Spath to approve review of the reports. Ayes Mr. Hines, Mrs. Price, Mr. Alloway, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF ROUTINE BOOKKEEPING**

It was moved by Mr. Henschen and seconded by Mrs. Price that the Board confirm the following bookkeeping matters as completed by the Administrator to meet current obligations. Ayes: Mr. Alloway, Dr. Varian, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

***Establishment of New Revenue Accounts***

- Water Well Fund 050
  - 050-800-00005 Contractor Inspections
  - 050-800-00006 Hauler Registration/Inspection
- Solid Waste Disposal Fund 051
  - 051-800-00002 Transfers In

***Intrafund Transfer of Appropriated Funds***

- Water Well Fund 050
  - \$200.00 FROM 050-400-01020 Salaries TO 050-400-01030 Lab Fees
- Public Health Infrastructure Fund 055
  - \$1100.00 FROM 055-450-01020 Salaries TO 055-450-01025 Supplies
  - \$3100.00 FROM 055-450-01020 Salaries TO 055-450-01030 Equipment
- District Health Fund 063
  - \$100.00 FROM 063-450-01026 Solid Waste Supplies TO 063-450-01060 Solid Waste Contracts

**IN THE MATTER OF RESCINDING RESIGNATION- L. COLLINS**

At the request of Health Commissioner Boyd C. Hoddinott, it was moved by Mr. Hines and seconded by Dr. Varian that the Board confirm acceptance of a request from Emergency Preparedness Coordinator/PIO Laurie Collins to rescind her resignation of June 3, 2011, that was accepted at the last meeting. Ayes: Mr. Henschen, Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF CONTRACTUAL AGREEMENT – NEWBORN HOME VISITS**

The nursing director presented renewal of the contract for newborn home nursing visits from Logan County Educational Service Center, Administrative Agent for the Logan County Family and Children First Council, to provide up to 100 newborn home visits at a unit rate of \$100.00 per visit for the period July 1, 2011, through June 30, 2012. It was moved by Mrs. Price and seconded by Mr. Alloway that Board enter into the agreement. Ayes: Dr. Varian, Mr. Henschen, Mr. Hines, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF OPERATING AGREEMENT – WOMEN, INFANTS, CHILDREN PROJECT**

As required by the Women, Infants, and Children grant, it was moved by Mr. Henschen and seconded by Dr. Varian that the Board enter into an agreement with W.I.C. Administration Project #04610011WA0312 to provide housing for the project for the grant period October 1, 2011, through September 30, 2012, at the rate of \$3200.00 payable in quarterly installments. Ayes: Mr. Alloway, Mrs. Price, Mr. Hines, Dr. Varian, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF REVISIONS PERSONNEL POLICIES**

As recommended by the health district's Leadership Team, it was moved by Mr. Hines and seconded by Mrs. Price that the Board adopt revisions to the Logan County Health District Personnel Policy and Procedure Manual governing user responsibility in Section 6.11 Internet, Electronic Mail, and Online Services Use and employee conduct in Section 7.19 Confidential Information. Ayes: Mr. Alloway, Dr. Varian, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried. (*See complete revisions in Notes to Minutes.*)

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting at 1:00 p.m. on Wednesday, August 3, 2011, Mr. Spath adjourned the meeting at 2:36 p.m. without opposition.

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Don Spath, President

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Boyd C. Hoddinott, M.D., Secretary