

The Board of the Logan County Health District met in regular session on Wednesday, December 7, 2011. In the absence of President Spath, Vice-President Henschen called the meeting to order at 1:03 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Henschen, Mrs. Price, Dr. Varian, and Mr. Alloway, constituting a quorum. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Environmental Health Director Craig D. Kauffman, and Director of Nursing Kay Schroer. Reporter Mandy Loehr of the *Bellefontaine Examiner* was in attendance, along with guests Jack Woods, Rhonda Gilbert, Jennifer Wren, Kim Casady, and Timothy Smith.

IN THE MATTER OF MINUTES

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

IN THE MATTER OF MONTHLY BILLS

Noting that vouchers for recurring and time-sensitive bills were submitted to the county auditor on November 18 and 23, and December 2, it was moved by Dr. Varian and seconded by Mr. Alloway that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Dr. Varian. 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

Home Health Supervisor Jennifer Wren, RN, briefed the Board on a pilot patient navigator program to be developed as an outcome of the health district's strategic plan. Mrs. Wren will be assisted by student Rhonda Gilbert under an internship through Rhodes State College. With the goal of bridging the gap between community resources and meeting patient needs, the program will help address identified needs by directly connecting individuals with community resources and agencies. The availability of grants to fund the program is currently being researched.

IN THE MATTER OF LICENSEE VIOLATIONS

Blackhawk Inn, 11543 SR 365, Lakeview; Darrell Johnston, owner/operator

On November 9, 2011, the Board of Health issued the following order:

"In order to prevent further action by the Board of Health make the required corrections of violations of Ohio Administrative Code 3717-1-06.4; 03.2; 04.4[2 separate violations]; 04.2 [2 separate violations]; and 06.4 by:

1. repairing the refrigeration condensation leak
2. repairing the faucet at the triple sink
3. obtaining the proper chlorine solution for the dish machine
4. repairing all components of the hood ventilation system to make it operational
5. place the chicken broaster under the hood ventilation
6. seal up the holes and access points into the building

Please be advised that failure to comply with this order and the Ohio Administrative Code before December 7, 2011 will result in license suspension or revocation action under Ohio Revised Code 3717.49. Documentation of compliance or non-compliance will be considered at the next regular meeting of the Board of Health on December 7, 2011 at 1:00 p.m. at the Logan County Health District office, 310 South Main Street, Bellefontaine, Ohio."

Environmental Health Director Craig D. Kauffman reported that as of December 7, 2011, the dish machine still lacks the proper level of sanitizer [triple sink washing to continue] and the broaster still needs moved further under the hood; however, the rest of the violations have been corrected. After hearing from inspecting sanitarian Kim Casady and patron Jack Woods, it was moved by Dr. Varian that the Board table further action on the remaining violations until January 4, 2011, to allow further staff investigation. Following discussion, Mr. Alloway seconded the motion. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

Village of West Liberty, Dodge Park, West Columbus Street, West Liberty

On October 6, 2010, the Board of Health issued an annual approval of the wastewater holding tank at the Dodge Park concession stand. A condition was placed on the approval that a permitted triple sink be installed prior to operation in 2011. On July 7, 2011, sanitarian Timothy Smith documented violation of Ohio Administrative Code (OAC) 3717-1-05.1 for a double sink installed without a permit. No response has been received from inquiries to village officials. It was moved by Dr. Varian and seconded by Mr. Alloway that the Board issue an order to comply with OAC 3717-1-05.1, Logan County Health District Regulation 46 (Plumbing Regulation), and Ohio Plumbing Code by obtaining a plumbing permit for the work performed and any corrections necessary to comply with the plumbing code and obtaining approval for the plumbing before operation in 2012. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE VIOLATIONS

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

William DeGraw, Marysville

Mr. DeGraw owns property at 625 Henry Street in Bellefontaine with an open, dilapidated house. A citation was issued October 26, 2011, with no response. Mr. Kauffman recommended an order to remove the structure and all debris within 60 days.

Kathy Frazier, 409 Ontario Street, Bellefontaine

There is solid waste on the back porch and two damaged tents full of solid waste in the back yard of Mr. Frazier's property at this address. There was no response to a citation issued October 19, 2011. Mr. Kauffman recommended an order to remove all solid waste within seven (7) days.

Mindy Szerecsen, 8869 Walnut Street, Lakeview

Ms. Szerecsen owns property at 8891 Walnut Street in Lakeview with an unsecured, vacant house with multiple holes in the siding, broken out windows, an open shed, and solid waste in the yard. A citation was issued October 20, 2011, with no response. Mr. Kauffman recommended an order to remove or completely secure the structures and remove all solid waste within 30 days.

Following review of individual case documents, it was moved by Dr. Varian 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 *William DeGraw, Kathy Frazier, and Mindy Szerecsen* be ordered to abate their individual nuisances as instructed and maintain their 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. Alloway, Mr. Henschen, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF REQUEST FOR VARIANCE***LFH Properties & Investments LLC, William L. Zell, agent; PO Box 187, Bellefontaine OH***

Mr. Zell requested variance from Ohio Administrative Code 3701-29-02(k) to place a septic tank six (6) feet from the house at 650 CR 47, Bellefontaine, where the code requires 10 feet. Mr. Kauffman recommended approval of this site as the best possible option on the property due to land variations. It was moved by Mr. Alloway and seconded by Mrs. Price that the Board approve the variance. Ayes: Dr. Varian, Mr. Henschen, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF FAILURE TO CONNECT TO SANITARY SEWER***Norman Kinney, 3370 Harrison Road, Bellefontaine***

Health Commissioner Dr. Boyd Hoddinott relayed that he and Mr. Kauffman have met with the Logan County Prosecutor and representatives of the Indian Lake Sanitary Sewer District regarding this matter as instructed by the Board in November. He stated that all parties are committed to resolving the issue, and are seeking sources of funding to assist Mr. Kinney and other property owners in the trailer park with code compliance.

IN THE MATTER OF QUARTERLY IMMUNIZATION FEES ADJUSTMENT

Director of Nursing Kay Schroer announced that quarterly adjustment of immunization fees is being delayed due to pending unknown increases for multiple vaccines in January 2012. She also noted that an increase to the administration fee for vaccines will also likely be necessary at that time.

IN THE MATTER OF NURSING REPORT

Mrs. Schroer reported on the recent Ohio Department of Health survey of the health district's Home Health Agency. The four (4) day review revealed only minor deficiencies, and congratulations was extended to Home Health Supervisor Jennifer Wren and her staff for their efforts. The Board was also reminded AIDS Resource Center (ARC) will no longer be offering free HIV testing in the county beginning in 2012 due to funding cuts. The following nursing statistics for October, 2011, were then reviewed.

Home Health: 43 patients; 12 admissions; 194 RN visits; 17 HHA visits; 130 PT visits; 81 OT visits; 5 ST visits

Public Health: 1 nursing visit; 8 pediatric nurse assessments; 3 blood pressure clinics/45 clients; 6 blood sugar checks; 2 TB clinics/11 skin tests; 2 ARC clients/2 tests; 10 BCMH visits/35 contacts; 10 newborn home visits; 1 bereavement contact; 4 head lice checks

Communicable Disease: 10 confirmed- Chlamydia (6); Giardia (1); Campylobacter (1); Neisseria Meningitis (1); LaCrosse (1)

Immunization Program: 82 child clients/181 injections; 26 adult clients/29 injections; 325 flu/3 pneumonia shots

Women, Infants and Children: 41 new clients; 146 recertifications; 1192 total participants

IN THE MATTER OF ANNUAL EVALUATION-K. TEVIS

Administrator Lisa G. Downing presented the annual performance evaluation for Billing Specialist Kelli Tevis, noting a job development inventory score in the *Achieves* range. It was moved by Mrs. Price and seconded by Dr. Varian that the Board accept the review. Ayes: Mr. Alloway, Mr. Henschen, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF FINANCIAL REPORT REVIEW

The administrator presented health district financial reports for the month of October, noting routine expenses and total revenue at 9% over projections. It was moved by Dr. Varian and seconded by Mr. Alloway that the Board authorize Vice-President Henschen to approve review of the reports. Ayes: Mr. Henschen, Mrs. Price, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mrs. Price and seconded by Mr. Alloway that the Board confirm the following bookkeeping transactions necessary to meet routine operating expenses completed by the Administrator during the month of November. Ayes: Dr. Varian, Mr. Henschen, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.

Transfer of Appropriated Funds**Public Health Infrastructure Fund 055**

- \$11,887.00 From 055-450-01020 Salaries To 055-450-01050 Reimburse State

C&D Waste Disposal Fund 062

- \$54.60 From 062-450-01020 Salaries To 062-450-01025 Remit to State/OEPA
- \$8.64 From 062-450-01100 OPERS To 062-450-01025 Remit to State/OEPA
- \$6.69 From 062-560-01115 Medicare TO 062-450-01025 Remit to State/OEPA
- \$208.93 From 062-450-01050 Remit to Township To 062-450-01030 Remit to State/ODNR

District Health Fund 063

- \$ 805.00 From 063-450-01021 SW Salaries To 063-450-01060 SW Contracts
- \$ 1195.00 From 063-450-01103 SW Workers Comp To 063-450-01060 SW Contracts

Home Health Fund 066

- \$ 6000.00 From 066-450-01000 Other Expenses To 066-450-01051 OPERS

Food Safety Fund 067

- \$300.00 From 067-450-01030 Remit to State TO 067-450-01100 OPERS

RV Parks & Rec Fund 069

- \$170.00 From 069-410-01020 Salaries To 069-410-01100 OPERS

Additional Appropriation

C&D Waste Disposal Fund 062

- \$980.00 appropriated to 062-450-01030 Remit to State/ODNR

IN THE MATTER OF FISCAL YEAR END FUND ENCUMBRANCES

It was moved by Dr. Varian and seconded by Mrs. Price that the Board authorize the Administrator to encumber sufficient funds to meet the basic operating expenses of the health district through the fiscal year ending December 31, 2011. (See list of encumbrances in Notes to Minutes.) Ayes: Mr. Henschen, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF STAFF CHRISTMAS PARTY

It was moved by Mr. Alloway and seconded by Dr. Varian that the Board authorize closing the health district office from 12:00 noon to 2:00 p.m. on Friday, December 16, 2011, for the office Christmas party, and approve paid time beyond the regularly scheduled lunch break for all staff who attend. Ayes: Mr. Henschen, Mrs. Price, Dr. Varian, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for January 4, 2012, at 1:00 p.m., Vice President Henschen adjourned the meeting at 1:48 p.m. without opposition.

John Henschen, Vice President

Boyd C. Hoddinott, M.D., Secretary