

The Board of the Logan County Health District met in regular session on Wednesday, February 1, 2012. President Spath called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Spath, Mr. Henschen, Mr. Hines, Mrs. Price, Dr. Varian, and Mr. Alloway. 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 also in attendance, along with guests Timothy Smith, Linda Kite, and Jack Woods.

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

It was moved by Mrs. Price and seconded by Mr. Henschen that the Board approve the minutes of the January 11, 2012, rescheduled regular meeting as mailed. Ayes: Mr. Alloway, Dr. Varian, Mr. Hines, Mr. Henschen, Mrs. Price. Nays: none. Motion carried.

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

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

#### **IN THE MATTER OF BOARD OF HEALTH EDUCATION**

Safety and Sanitation Coordinator Timothy Smith, RS, educated the Board on various aspects of the health district's food safety program, with an emphasis on licensing requirements for the sale of home-prepared foods.

#### **IN THE MATTER OF PUBLIC FORUM**

No one was present for the public forum.

#### **IN THE MATTER OF ANNUAL EVALUATION – T. SMITH**

Environmental Health Director Craig D. Kauffman presented the annual performance evaluation for Safety and Sanitation Coordinator Timothy Smith, noting a job development inventory score in the *Achieves* range for the 26-year employee. It was moved by Mr. Hines and seconded by Mr. Alloway that the Board accept the review. Ayes: Mrs. Price, Dr. Varian, Mr. Henschen, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

#### **IN THE MATTER OF REVISION – ENVIRONMENTAL HEALTH PROCEDURE MANUAL**

In response to recommendations from the recent Ohio Department of Agriculture survey of the health district's Retail Food Establishment program, it was moved by Mr. Henschen and seconded by Mrs. Price that the Board approve revision as bracketed below to the Environmental Health Procedure Manual. Ayes: Mr. Alloway, Dr. Varian, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

#### Chapter 5 Appendix

The licensor:

(1) Shall investigate the complaint based on the complaint's severity. [Response time will be within 1 business day for all retail food establishments and food service operations and within 1 hour in the case of complaints that indicate a potential risk of foodborne illness to the public or that a foodborne illness outbreak may be occurring.]

#### **IN THE MATTER OF NUISANCE VIOLATION – D. MOWERY**

*David L Mowery, 2235 TR 46, Bellefontaine*

Mr. Mowery owns property at 332 Garfield Avenue, Bellefontaine, with a large, open two-wheel trailer full of miscellaneous solid waste including tires and furniture parked at the garage in this residential neighborhood. There was no response from sanitarian orders. Pursuant to ORC 3707.01, it was moved by Dr. Varian and seconded by Mr. Hines that conditions at this premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; that an order to remove all solid waste to a licensed facility within three (3) days and to maintain the premises in a sanitary manner in the future be issued to Mr. Mowery; and that the Health Commissioner be directed to issue orders on behalf of the Board. Ayes: Mrs. Price, Mr. Alloway, Mr. Henschen, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

#### **IN THE MATTER OF REQUEST FOR VARIANCE – B. YODER**

*Brian Yoder, 4209 TR 187, West Liberty*

Mr. Yoder requested variance from Ohio Administrative Code 3701-28 to build a garage addition eight (8) feet from

the existing well at this location, and sanitarian Lisa Engle recommended approval. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board approve the variance request. Ayes: Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF LABORATORY SURVEY**

Mr. Kauffman announced that lab director Lisa Engle, R.S. has received notice form Sigma-Aldrich RTC of a 100% quality acceptance rate for 2011 proficiency testing for the environmental laboratory. Congratulations were extended to Mrs. Engle and all the environmental staff.

#### **IN THE MATTER OF CONFIRMATION OF HIRING – A. HARTSHORN**

Director of Nursing Kay Schroer presented for confirmation the hiring of Alberta Hartshorn, RN, as a staff nurse for the Home Health Agency. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board approve the hiring effective February 6, 2012, with placement at grade 26, Step 1 on the pay scale, being \$19.94 hourly for 70 biweekly hours, pending a satisfactory employment physical and background check and subject to a 180-day probationary period. Ayes: Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF ANNUAL EVALUATIONS – L. KITE**

Mrs. Schroer presented the annual performance evaluation for Home Health staff nurse Linda Kite as completed by Home Health Supervisor, Jennifer Wren. Noting a job development inventory score in the *Achieves* range for the 28-year employee, it was moved by Mr. Alloway and seconded by Mr. Hines that the Board accept the review. Ayes: Mrs. Price, Dr. Varian, Mr. Henschen, Mr. Hines, Mr. Alloway. Nays: none. Motion carried.

#### **IN THE MATTER OF NURSING REPORT**

The nursing director announced that a comparison of 2010 and 2011 statistics did not reveal much change. The main exception was physical, occupational, and speech therapy visits in the home health agency, due in part to different contract agencies. There was also an increase of 400 childhood injections for the period. The following nursing statistics for December, 2011, were then presented.

Home Health: 45 patients; 11 admissions; 189 RN visits; 26 HHA visits; 105 PT visits; 54 OT visits, 10- ST visits

Public Health: 1 nursing visit; 1 blood pressure clinic/0 clients; 3 blood sugar checks; 2 TB clinics/15 skin tests; 10 BCMH visits/35 contacts; 5 newborn home visits; 1 SIDS contact; 6 head lice checks

Communicable Disease: 9 confirmed- Chlamydia (2); Gonorrhea (2); Hepatitis C (1); Cryptosporidium (1); Influenza (2); Varicella (1)

Immunization Program: 47 child clients/138 injections; 77 adult clients/84 injections; 68 flu shots

Women, Infants and Children: 31 new clients; 163 recertifications; 1099 total participants

#### **IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented health district financial reports for the month of December, 2011, including a year end budget vs. actual for all funds. She reported a 12/31/11 cash balance in the general district health fund of \$708,347, an annual net loss of nearly \$56,000, and a total annual net gain for all combined funds of \$3,178. It was moved by Mr. Henschen and seconded by Mrs. Price that the Board authorize President Spath to approve review of the reports. Ayes: Mr. Alloway, Dr. Varian, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF ANNUAL EVALUATION – A. WALKER**

The Administrator presented the annual performance evaluation for Home Health Clerical Specialist Angelena Walker, noting a job development inventory score in the *Achieves* range. It was moved by Mr. Hines and seconded by Mrs. Price that the Board accept the review. Ayes: Mr. Alloway, Dr. Varian, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

It was moved by Mr. Hines at 1:55 p.m. that the Board enter executive session to discuss personnel matters, seconded by Dr. Varian. Ayes: Mr. Henschen, Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF RETURN TO OPEN SESSION**

It was moved by Mr. Henschen and seconded by Mr. Hines that the Board returned to open session at 2:24 p.m. Ayes: Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Hines, Mr. Henschen.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd C. Hoddinott made comments regarding medical scams targeting senior citizens on Medicare, and the cost implications to the healthcare industry. He also referenced the recent communication sent to Bellefontaine Mayor Adam Brannon and Bellefontaine Safety Service Director James Holycross regarding the Board's stance on nuisance abatement.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for March 7, 2012, at 1:00 p.m., President Spath adjourned the meeting at 2:28 p.m. without opposition.

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Don Spath, President

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Boyd C. Hoddinott, M.D., Secretary