

The Board of the Logan County Health District met in regular session on Wednesday, March 7, 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. 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 Jack Woods, Dave Miracle, Joel Kranenburg, Richard Nolan, Alberta Hartshorn, and Bobbi Dow.

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

It was moved by Mr. Hines and seconded by Mr. Alloway that the Board approve the minutes of the February 1, 2012, regular meeting as distributed. Ayes: Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Hines. 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 February 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, and 24<sup>th</sup> and March 2<sup>nd</sup>, it was moved by Dr. Varian and seconded by Mr. Hines that the Board confirm the bill vouchers and order the current bills paid. Ayes Mr. Alloway, Mrs. Price, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

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

Environmental Health Director Craig D. Kauffman educated Board members on the health district's sewage system permitting program. He provided the history of the Ohio Sewage Code, and referenced various rule adoptions, updates and changes over the years.

#### **IN THE MATTER OF BOARD INFORMATION – R. NOLAN, PE**

Mr. Richard Nolan of Marysville OH, a farmer and professional engineer, was recognized by President Spath to address the Board. Mr. Nolan presented an overview of his research "Maximizing Efficiency of Soil Treatment Area Using Engineered Drainage", a process that utilizes the advantage of seasonal water in the soil for drainage systems. He requested the Board to consider collaborating with him on pioneering his approach to interested property owners in Logan County. The Environmental Health Director was instructed to begin discussion with the Ohio Department of Health regarding such experimental systems under variance rules.

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

No one was present for the public forum.

#### **IN THE MATTER OF ANNUAL EVALUATION – J. CLARY**

Environmental Health Director Craig D. Kauffman presented the annual performance evaluation for Plumbing Inspector John Clary, noting a job development inventory score in the *Achieves* range. It was moved by Mr. Hines and seconded by Mr. Alloway that the Board accept the review. Ayes: Dr. Varian, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

#### **IN THE MATTER OF NUISANCE VIOLATIONS**

##### ***Carol Craft, 11380 CR 144, East Liberty***

Ms. Craft owns property at 236 Sandusky Street, Rushsylvania, with a collapsed shed. No response was received from mailings, and Mr. Kauffman recommended an order to remove all debris within 14 days.

##### ***Leo Neal, Jr., Columbus OH***

Mr. Neal owns an abandoned apartment complex at 130 West Sandusky Avenue in Bellefontaine with a collapsing roof and openings, including doorways. The property was on the City of Bellefontaine's list to consider for demolition as of July 2011, but there has been no progress, and no response was received from mailings to Mr. Neal. Mr. Kauffman recommended an order to repair the roof and secure all entries within 30 days.

Pursuant to ORC 3707.01, it was moved by Mr. Hines and seconded by Mrs. Price that conditions at both properties be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; that *Ms. Craft* and *Mr. Neal* be ordered to abate their individual nuisances as recommended and to maintain their premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue orders on behalf of the Board. Ayes: Mr. Alloway, Dr. Varian, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF RESIGNATION – J. BORBA**

It was moved by Dr. Varian and seconded by Mr. Alloway that the Board accept the resignation of Home Health Nurse Jennifer Borba effective February 7, 2012. Ayes: Mrs. Price, Mr. Hines, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF CONFIRMATION OF HIRING – B. DOW**

Director of Nursing Kay Schroer presented for confirmation the hiring of Bobbi Jo Dow, RN, as a staff nurse for the Home Health Agency. It was moved by Dr. Varian and seconded by Mr. Hines that the Board approve the hiring effective March 5, 2012, with placement at grade 26, Step 1 on the pay scale, being \$19.94 hourly for 70 biweekly hours, subject to a 180-day probationary period. Ayes: Mrs. Price, Mr. Alloway, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF QUARTERLY IMMUNIZATION FEES ADJUSTMENT**

Director of Nursing Kay Schroer announced that the current schedule of adult and private pay (non-VFC or ODH provided) vaccines require no adjustment for the second quarter of the fiscal year. She did, however, request that that vaccine administration fee increased by the Board to \$15.00 per injection in January be decreased due to maximum fees imposed for VFC vaccine by the Ohio Department of Health. It was moved by Mrs. Price and seconded by Mr. Hines that the Board rescind the \$15.00 vaccine administration fee and establish a new administration fee for all vaccines of \$14.00. Ayes: Mr. Alloway, Dr. Varian, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF CERTIFIED LACTATION CONSULTANT TRAINING – WIC PEER HELPERS**

Mrs. Schroer announced that Certified Lactation Counselor training is currently available to Women, Infants and Children (WIC) staff at WIC Program expense. She requested approval of training agreements with WIC breastfeeding peer helpers Renee Hartley and Paige O'Neil Tester for the March 12-16, 2012, training in Cincinnati. It was moved by Mr. Alloway and seconded by Mr. Hines that the Board enter into the training agreements, which provides for repayment of the actual registration fee of \$795.00 should the training not be attended for any reason. Ayes: Mrs. Price, Dr. Varian, Mr. Hines, Mr. Alloway. Nays: none. Motion carried.

**IN THE MATTER OF HIV TESTING AGREEMENT – ALLEN COUNTY HEALTH DEPARTMENT**

It was moved by Mr. Hines and seconded by Mr. Alloway that the Board enter into an agreement with the Allen County Health Department for the provision of HIV testing, counseling and referral services through December 31, 2012, renewed automatically on an annual basis with 30 day termination provisions, subject to approval of the agreement as to form by the Logan County Prosecutor. Ayes: Dr. Varian, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

The nursing director stated that the Home Health Agency remains very busy, and that staff nurse Cindy Mabrey has been focusing on increasing Bureau for Children with Medical Handicaps (BCMh) visits as requested. Mrs. Schroer invited Board members to participate in a 5K Walk/Mini Health Fair on April 21, 2012, at South View Park. The event is in celebration of Public Health and Immunization Weeks, and is being co-sponsored by Heartland of Bellefontaine with assistance of the Mary Rutan Hospital cardiology department. The following nursing statistics for January, 2012, were then presented.

Home Health: 41 patients; 15 admissions; 211 RN visits; 48 HHA visits; 118 PT visits; 61 OT visits, 20 ST visits

Public Health: 1 lead case management/1 screening; 2 blood pressure clinics/30 clients; 3 blood sugar checks; 2 TB clinics/13 skin tests; 9 BCMh visits/45 contacts; 5 newborn home visits; 1 bereavement contact; 8 head lice checks

Immunization Program: 35 child clients/95 injections; 23 adult clients/31 injections; 32 flu shots

Women, Infants and Children: 58 new clients; 138 recertifications; 1074 total participants

Communicable Disease: 10 confirmed- Chlamydia (4); Gonorrhea (1); Hepatitis C (2); Campylobacter (1); Salmonella (2)

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented health district financial reports for the month of January 2012, reflecting estimated revenue and appropriations as previously authorized by the Board. It was moved by Mr. Hines and seconded by Mrs. Price that the Board authorize President Spath to approve review of the reports. Ayes: Dr. Varian, Mr. Alloway, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF MARY RUTAN HOSPITAL MATERNITY UNIT LICENSURE APPLICATION**

The annual license renewal application for the Mary Rutan Hospital maternity unit was next considered. Following statement by the Health Commissioner that the health district is not aware of any health code violations, it was moved by Mrs. Price and seconded by Mr. Alloway that the Board approve the maternity licensure application, and on roll call the vote was as follows: Mr. Spath- aye; Mr. Hines- aye; Dr. Varian- abstain; Mr. Henschen- absent; Mr. Alloway- aye; Mrs. Price- aye. Nays: none. Motion carried.

**IN THE MATTER OF POSITION DESCRIPTION REVISION – NURSING SERVICES CLERICAL SPEC**

At the recommendation of the Leadership Team, it was moved by Dr. Varian and seconded by Mrs. Price that the Board authorize revision of the position description of Nursing Services Clerical Specialist to include duties of Health Education Coordinator. Ayes: Mr. Hines, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF RETAINER/CONSULTING – CLEMANS-NELSON & ASSOCIATES INC.**

Noting the necessity for continued guidance in the area of civil service law and regulatory compliance in regards to personnel, it was moved by Mrs. Price and seconded by Dr. Varian that the Board authorize renewal of a one (1) year agreement with Clemans-Nelson & Associates, Inc. commencing April 1, 2012, at the monthly retainer rate of \$87.50, and hourly fees of \$90.00 for Consultant, \$115.00 for Senior Consultant, and \$140.00 for Manager/Officer. Ayes: Mr. Hines, Mr. Alloway, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF BACK-UP HEALTH COMMISSIONER CONTRACT**

With appreciation for his willingness to serve, it was moved by Mr. Hines and seconded by Mr. Alloway that the Board renew the contract with J. Christopher O'Connor, M.D., to provide back-up health commissioner/medical director services to the Logan County Health District as needed in the physical absence of Health Commissioner Boyd C. Hoddinott, M.D., at the rate of \$1.00 per annum and \$75.00 per hour for direct services for the period April 1, 2012, to March 31, 2013. Ayes: Dr. Varian, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

At 2:15 p.m. it was moved by Dr. Varian and seconded by Mr. Hines that the Board enter executive session for contract negotiation. Ayes: Mrs. Price, Mr. Alloway, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

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

It was moved at 2:40 p.m. by Mr. Hines, seconded by Mrs. Price that the Board return to open session. Ayes: Mr. Alloway, Dr. Varian, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER CONTRACT RENEWAL**

Considering the impending expiration of Boyd C. Hoddinott's contract, and with appreciation for his years of service, it was moved by Dr. Varian that the Board extend a one year contract to Dr. Hoddinott to serve as Health Commissioner and Medical Director for the Logan County Health District for the period April 1, 2012, to March 31, 2013, at his current annual compensation of \$52,000.00; and that the Board continue to pay the employer's share of P.E.R.S. retirement benefits, Medicare, and Worker's Compensation contributions on behalf of Dr. Hoddinott. Mr. Hines seconded the motion. Ayes: Mr. Alloway, Mrs. Price, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Dr. Hoddinott reminded member of the upcoming annual Health District Advisory Council meeting on Thursday, March 29 and 7:00 pm, noting that Mrs. Price will seek reappointment to a five-year term.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for April 4, 2012, at 1:00 p.m., President Spath adjourned the meeting at 2:43 p.m. without opposition.