

The Board of the Logan County Health District met in regular session on Wednesday, April 4, 2012. 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. 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, and Environmental Health Director Craig D. Kauffman. Guests included Rhonda Gilbert, Jennifer Wren, Steve Cummings, John Clary, Lisa Engle, Rebecca Simmons, and Cindy Mabrey. Mandy Loehr of the *Bellefontaine Examiner* was also in attendance.

IN THE MATTER OF NEW BOARD MEMBER

Health Commissioner Dr. Boyd Hoddinott announced that Robin Price was appointed last week by the Health District Advisory Council to another term on the Board of Health for the period April 1, 2012, to March 31, 2017.

IN THE MATTER OF MINUTES

It was moved by Mr. Alloway and seconded by Mr. Hines that the Board approve the minutes of the March 7, 2012, meeting as mailed. Ayes: Mrs. Price, Dr. Varian, Mr. Hines, Mr. Alloway. 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 March 9, 16, 23, and 30, it was moved by Dr. Varian and seconded by Mrs. Price that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mr. Alloway, Mr. Hines, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF BOARD EDUCATION – PATIENT NAVIGATOR PROGRAM

Rhonda Gilbert, Rhodes State intern, brought the Board up to date on her efforts in assisting Home Health Supervisor Jennifer Wren with developing and testing a Patient Navigator Program. Using a PowerPoint presentation, she outlined the pilot project goals and professional responsibilities, as well as the background of the two clients served including issues and barriers to service, resources utilized, and development of an on-line resource manual. A prototype website developed by IT/Project Manager Steve Cummings was also reviewed.

IN THE MATTER OF PUBLIC FORUM

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

IN THE MATTER OF LICENSEE VIOLATION – INDIAN HILLS MHP

2499 TR 55, Bellefontaine; Owner/operator: Investco, Inc.; Statutory Agent: Les Bowman, 5888 US 36 West, Piqua
On March 7, 2012, Sanitarian-in-Training Matt Stonerock documented the following repeat violations of Ohio Administrative Code 3701-27-20:

- Tires and solid waste behind the shed at lot 17 (3rd notice)
- Large pile of demolition debris, wood, roofing, doors, and windows south of lot 25 (4th notice)

It was moved by Mr. Hines and seconded by Mr. Alloway that the Board follow the recommendation of Environmental Health Director Craig D. Kauffman and issue orders to correct all violations within seven (7) days of receipt of the order; and further, that failure to comply will result in a license suspension hearing on May 2, 2012. Ayes: Dr. Varian, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE COMPLAINTS

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.

Carl Blankenship, 3898 Harrison Road, Bellefontaine

This property owned by Mr. Blankenship has solid waste piled beside the garage and no sewer service. No response has been received to notices, and Mr. Kauffman recommended an order to remove all solid waste and restore sewer service within three (3) days.

Skip Shafer, 816 South Detroit Street, Bellefontaine

Mr. Shafer's property at this address has demolition debris, furniture, junk vehicles, telephone poles, burnt insulation, solid waste burn pile, and tires. Little progress has been documented since September, and Mr. Kauffman recommended an order to cease open burning immediately and to remove all waste and debris within 14 days.

Roger Lusk, 7530 Brock Rd., Plain City

Mr. Lusk owns former campground property at 11141 SR 366, Lakeview, with open house trailers, solid waste, and open burning of solid waste. Little response has been received to requests for cleanup, and Mr. Kauffman recommended an order to cease open burning immediately and to remove all waste and debris within 14 days.

Following review of individual case documents and recommendations, it was moved by Mr. Alloway and seconded by Mr. Hines 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 *Carl Blankenship, Skip Shafer, and Roger Lusk* 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: Dr. Varian, Mrs. Price, Mr. Hines, Mr. Alloway. Nays: none. Motion carried.

Helen Neeley, P O Box 241, Huntsville, Ohio

Lucy Neeley, c/o Carl Neeley, 41596 Cemetery Road, Leonardtown, Maryland

The Neeley's are owners of contiguous Logan County Parcels 230491303005 and 23048000062001 on CR 39, Huntsville with a demolished house, collapsing barns and out buildings, solid waste, and tires. Owners' whereabouts are unknown or out of state. Noting that this is one of the oldest nuisance properties in Logan County, Mr. Kauffman recommended a citation to any known addresses, and posting of a citation on the property advising of a hearing at the May 2, 2012, Board of Health meeting to consider abatement of the nuisance using district health funds. It was moved by Mr. Alloway and seconded by Mr. Hines that the Board issue the citations as recommended, with Mr. Kauffman instructed to obtain estimates for clean-up in conjunction with McArthur Township. Ayes: Mrs. Price, Dr. Varian, Mr. Hines, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF REQUESTS FOR VARIANCE

The Environmental Health Director presented the following requests for variance from established codes.

Steven Fetter, 1125 Chaumont Circle, Marion

Mr. Fetter requests variance from Ohio Administrative Code 3701-28 to place a well 4.5 feet from the house and 14 feet six inches to the roadway at his property at 9084 McGregor, Turkeyfoot, Lakeview. The code requires 10 feet and 25 feet, respectively, and Sanitarian Timothy Smith recommended approval.

Doug Fullman, 2868 Bridlewood Drive, Sidney

Mr. Fullman requested variance from Ohio Administrative Code 3701-28 to place a well seven (7) feet from the roadway and property line at 8967 Hilltop Drive, Lakeview. Sanitarian Timothy Smith recommended approval with the condition of installation of protective posts to protect the well from vehicular damage.

Following review, it was moved by Mr. Alloway that the Board approve both requests, provided information is obtained verifying that Mr. Fullman's well location would not be in the road right-of-way. The motion was seconded by Mrs. Price. Ayes: Mr. Hines, Dr. Varian, Mrs. Price, Mr. Alloway. 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 Dr. Varian and seconded by Mrs. Price that the Board accept the evaluation of Mrs. Mabrey. Ayes: Mr. Hines, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.
- It was moved by Dr. Varian and seconded by Mr. Hines that the Board accept the evaluation of Ms. Simmons. Ayes: Mr. Alloway, Mrs. Price, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kay Schroer announced that the health district is no longer offering satellite blood pressure or blood sugar screening clinics as of April 1, 2012. She also reported that monthly HIV testing has resumed under the new agreement with Allen County, and reminded members of the 5K Walk on April 21 from 9:00 a.m. to 11:00 a.m. at South View Park to commemorate Immunization Week and Public Health Week. Mrs. Schroer then offered the following nursing statistics for the month of February.

Home Health: 43 patients; 14 admissions; 217 RN visits; 34 HHA visits; 124 PT visits; 73 OT visits

Public Health: 1 blood pressure clinics/6 clients; 3 blood sugar checks; 2 TB clinics/10 skin tests; 12 BCMH visits/30 contacts; 7 newborn home visits; 1 HIV clinic/3 clients; 6 head lice checks

Immunization Program: 39 child clients/31 injections; 32 adult clients/35 injections; 13 flu shots

Women, Infants and Children: 34 new clients; 134 recertifications; 1072 total participants

Communicable Disease: Chlamydia (8); Gonorrhea (1); Hepatitis B (4); Campylobacter (1); Salmonella (2)

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented routine health district financial reports for the month of February, noting revenue on track with projections, and expenses as anticipated. It was moved by Mrs. Price and seconded by Mr. Hines that the Board authorize President Spath to approve review of the reports. Ayes Dr. Varian, Mr. Alloway, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF POSITION GRADE RECLASSIFICATIONS

The Administrator and Health Commissioner jointly addressed clerical team pay grade classifications. Review of Ohio health departments of comparable size to Logan County has revealed that the classification of the Vital Statistics Registrar needs upgraded. In addition, the position of Nursing Services Clerical Specialist also qualifies for reclassification based on assignment of Health Education duties to that position in March. As recommended by the health district's Leadership Team and with concurrence of the Health Commissioner, it was moved by Mrs. Price and seconded by Dr. Varian that the identified positions be reclassified on the salary schedule as follows, with 4% pay increases to the current employees in those positions, Kimberly Houchin and Catherine Summers, respectively, retroactive to March 31, 2012. Ayes: Mr. Alloway, Mr. Hines, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

- Vital Statistics Registrar/Environmental Clerk from Grade 15 to Grade 17
- Nursing Services Clerical Specialist/Health Education Coordinator from Grade 13 to Grade 15

IN THE MATTER OF RESIGNATION – EMERGENCY PREPAREDNESS COORDINATOR

Emergency Preparedness Coordinator/PIO Laurie Collins has accepted a position with the State of Ohio to coordinate disaster national emergency grants, and has tendered her resignation. It was moved by Mr. Hines and seconded by Mr. Alloway that the Board accept the resignation with regret, effective May 12, 2012, and authorize the vacant position to be filled. Ayes: Dr. Varian, Mrs. Price, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF 2013 ANTICIPATED BUDGET

Ms. Downing and Dr. Hoddinott reviewed the 2013 anticipated health district operating budget, assuming the 2012 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 Dr. Varian and seconded by Mrs. Price that the Board approve the anticipated budget as presented. Ayes: Mr. Hines, Mr. Alloway, Mrs. Price, Dr. Varian. 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 recent meeting of Ohio Health Commissioners where the future of public health and collaboration was the topic. He also announced that the 2012 County Health Rankings have just been released, and encouraged members to review those statistics as well as the articles on radon and bed bugs posted on the health district's website, loganhealth.org.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting as May 2, 2012, at 1:00 p.m., President Spath adjourned the meeting at 2:35 p.m. without opposition.

Don Spath, President

Boyd C. Hoddinott, M.D., Secretary