

The Board of the Logan County Health District met in regular session on Wednesday, September 5, 2012. President Spath called the meeting to order at 1:12 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Spath, Mr. Henschen, Mr. Hines, and Mrs. Price, constituting a quorum with the President voting. 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 Pam Rogers, Melissa Miller, Janice Rogers, Terry Dean Riley, John Clary, Lisa Engle, Leica McGill, Christina Bramlage, and Bobbi Jo Dow. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vektorino of *WPKO/WBLL Radio* were also in attendance.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Mr. Henschen that the Board approve the minutes of August 1, 2012, regular meeting as mailed. Ayes: Mr. Hines, Mr. Spath, Mr. Henschen, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF MONTHLY BILLS

Noting that vouchers for recurring and time-sensitive bills were submitted by the Administrator to the County Auditor on August 3rd, 10th, 17th, 24th, and 31st, it was moved by Mr. Henschen and seconded by Mrs. Price that the Board confirm payment of those bills paid on their behalf, and approve the current bill vouchers and order the current bills paid. Ayes: Mr. Spath, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

Terry Dean Riley questioned the status of the clean-up order for the Middleburg Apartments. Environmental Health Director Craig D. Kauffman relayed that the Board issued an order to owner Ronald Landefeld on July 11, 2012, to abate the nuisance at the Middleburg Apartments on CR 153 by removing the building and all debris and solid waste within 60 days.

IN THE MATTER OF SCHEDULED HEARINGS

As ordered by the Board on August 8, 2012, nuisance abatement hearings commenced for the following properties at Russells Point requested for condemnation by Washington Township officials. Mr. Kauffman stated that notices were mailed and properties were posted as required.

Carl Nichols, 8546 T R 29, Zanesfield

- Midway Drive, Five Parks, Russells Point, Logan County parcel #510321622001
- Midway Drive, Five parks, Russells Point, Logan County parcel #510321622002
- 7102 Hancock Drive, Russells Point, Logan County parcel #510321622004

Information was received that Mr. Nichols is deceased, and no one was present for the hearing. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board order the three properties condemned and authorize demolition by Washington Township at their expense. Ayes: Mr. Spath, Mrs. Price, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

Janice Rogers, 136 Wilgus Drive, Russells Point

- Midway Drive, Five Parks, Russells Point, Logan County parcel #510321622003

Ms. Rogers was present for the hearing and was recognized by Mr. Spath to address the Board. She outlined the history of her purchase of the property, issues with obtaining a clear title, and progress made to date towards restoring the 1950's-era manufactured home to original condition. She requested the Board allow her 30 days to complete the outside work. Russells Point property owners Pam Rogers and Melissa Miller also addressed the Board regarding the property in question, complaining of the unsightly conditions and expressing concerns regarding safety of the neighborhood children and the harborage of large raccoons in the structures. Photographs of the property taken by health district environment staff were also presented as evidence. It was moved by Mr. Hines that the Board grant Janice Rogers until October 3, 2012, to remove all solid waste and seal all structures; following discussion, the motion died for lack of a second. It was moved by Mr. Spath that the Board order the property condemned and authorize demolition by Washington Township at their expense. Following discussing, including a passionate plea by Ms. Rogers to allow her the requested time to abate the nuisance, the motion was seconded by Mr. Henschen. Ayes: Mr. Hines, Mr. Henschen, Mr. Spath. Nays: Mrs. Price. Motion carried.

IN THE MATTER OF NUISANCE VIOLATIONS

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

Mike Wisecup, 6664 CR 62, DeGraff

Mr. Wisecup's property contains solid waste in the weeds behind the metal building and miscellaneous solid waste along the east property line. Mr. Kauffman recommended an order to remove all solid waste within three (3) days.

Indian Isle Investments, LLC, 229 Main Street (SR 366), Russells Point; Barry Galen, Statutory Agent

The structure at this property is vacant, open and collapsing. Mr. Kauffman recommended an order to remove the structure within 30 days.

Following review of individual case documents and recommendations, it was moved by Mr. Henschen 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 *Mike Wisecup* and *Indian Isle Investments, LLC* 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: Mr. Spath, Mrs. Price, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF LICENSEE ORDERS***Mountain Top RV Park, Timberhaus Road, Valley Hi; Todd Watson, Owner***

On August 21, 2012, Sanitarian-in-Training Matthew Stonerock documented repeated violations of Ohio Administrative Code 3701-26-11 (C) on Lot 10 where there is a waste pipe coming out of the RV skirting; and Ohio Administrative Code 3701-26-22 on Lot 16 where there is a scrap tire; Lot 206 where there is debris on the deck; Lot 164 where there is a large pile of brush and debris; and Lot 158 where there is garbage in the burn ring. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board order the licensee to correct all violations within 14 days. Ayes: Mrs. Price, Mr. Spath, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

Riverside Campground, 3700 SR 235, Quincy; Sterling Trust, Owner

On August 8, 2012, Sanitarian-in-Training Matthew Stonerock documented repeated violations of Ohio Administrative Code 3701-26-22 where there are many pot holes in the driveway from SR 235 to the camp and throughout the camp. It was moved by Mr. Henschen and seconded by Mrs. Price that the Board order the licensee to correct violation within 30 days. Ayes: Mr. Hines, Mr. Spath, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF REQUEST FOR VARIANCE***Kathy Johnson, 8851 Logan Avenue, Lakeview***

Ms. Johnson requested variance from Ohio Administrative Code 3701-28 to place a new well seven (7) feet from the garage, eight (8) feet from the house, and at the edge of the driveway. Sanitarian Lisa Engle recommended approval due to the narrow lot size which will not meet code. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board approve the variance subject to the condition of a traffic barricade, and to become invalid with the availability of central water supply. Ayes: Mr. Spath, Mrs. Price, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF BOARD OF HEALTH EDUCATION

Environmental Health Director Craig D. Kauffman presented information to the Board on the hot topic of *Bed Bugs* in response to increasing calls for remediation assistance. Specimens were distributed for viewing, as Mr. Kauffman discussed the fact that unfortunately bed bugs are simply pests, not a public health nuisance or danger to public health as they are not known to transmit disease to humans. He addressed the various ways other health districts are handling complaints, with the majority offering only public health education. A few, including the City of Cincinnati, require treatment only in hotels/motels. The majority of complaints in Logan County involve landlord versus tenant responsibilities. Current interpretation of Ohio landlord/tenant law is unclear as to who is responsible for the cost of bed bug treatment, only that landlords and tenants are both required to maintain dwellings. Health Commissioner Dr. Boyd Hoddinott recommends at this time that Logan County Health District environmental staff continue to take action by investigating, educating, and assisting with mediation between residents.

IN THE MATTER OF LANDOWNER AGREEMENT – GROUNDWATER MONITORING WELL

It was moved by Mr. Hines and seconded by Mrs. Price that the Board enter into agreements with Kemp G. Carter, 1042 CR 32, Bellefontaine, and Bellefontaine City Schools at Western Elementary, to install a well on their individual properties to gather samples for groundwater monitoring effective this date for a period twenty (20) years, with a one-time compensation fee of \$200.00, pending approval of the agreement by the Logan County Prosecutor. Ayes: Mr. Henschen, Mr. Spath, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATION – C. BRAMLAGE

Director of Nursing Kay Schroer presented the annual performance evaluation for Women, Infants and Children Project Director Christina Bramlage who was present to meet the Board. 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. Spath, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF PROBATIONARY EVALUATION – B. DOW

Mrs. Schroer presented a favorable six month probationary evaluation for Home Health Nurse Bobbi Jo Dow, as completed by Home Health Supervisor Jennifer Wren. Ms. Dow was introduced to the Board and offered comments on her experiences to date in her new role. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board recognize completion of Ms. Dow's probationary period and authorize her permanent hire with a 2% cost of living increase. Ayes: Mrs. Price, Mr. Spath, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF QUARTERLY IMMUNIZATION FEES ADJUSTMENT

Mrs. Schroer presented the current schedule private pay (non-VFC or ODH provided) vaccines for quarterly adjustment based on actual costs, as well as recommendations for season flu vaccine. It was moved by Mr. Henschen and seconded by Mrs. Price that the Board approve the following per dose fees effective October 1, 2012. Ayes: Mr. Hines, Mr. Spath, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

- Hepatitis A \$45.00
- Influenza \$25.00
- Flu Mist \$ 30.00
- Influenza High Dose \$45.00

IN THE MATTER OF MOU ADDENDUM – ALLEN COUNTY HEALTH DISTRICT

It was moved by Mr. Henschen and seconded by Mr. Hines that the Board approve an addendum to the Memorandum of Understanding (MOU) with Allen County Health Department to add testing for Hepatitis C to the original agreement for HIV testing effective September 17, 2012. Ayes: Mrs. Price, Mr. Spath, Mr. Hines, Mr. Henschen. Ayes: none. Motion carried.

IN THE MATTER OF NURSING REPORT

The Nursing Director announced Saturday, October 13 as the date for the health district's drive-through adult flu shot clinic this year at the Bellefontaine Regional Airport from 10:00 am to 2:00 pm. Mrs. Schroer then offered the following July 2012 nursing division statistics:

Home Health: 42 patients; 15 admissions; 193 RN visits; 38 HHA visits; 87 PT visits; 67 OT visits

Public Health: 2 TB clinics/18 skin tests; 10 BCMH visits/30 contacts; 3 newborn home visits; 2 bereavement contacts

Immunization Program: 47 child clients/123 injections; 20 adult clients/20 injections

Women, Infants and Children: 58 new clients; 129 recertifications; 1000 total participants

Communicable Disease: 9 confirmed- Chlamydia (9)

Health Education: 3 other agency classes/3 attendees; 3 community classes/131 attendees

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing reviewed health district financial reports for the month of July. 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. Spath, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

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

Additional Appropriation – \$40,000.00 District Health Fund 063

- 063-450-01020 Salaries \$6,000.00
- 063-450-01040 Capital Improvements \$23,000.00
- 063-450-01080 Repairs & Service \$5,500.00
- 063-450-01100 OPERS \$5,500.00

Fund to Fund Transfer – Reimburse District Health Fund for WIC Fund Cash Advance

- \$20,000.00 from 061-010-01170 Reimburse Advances to 063-800-00003 Reimburse Advances

Establish New Revenue Account – House Trailer, Parks and Recreation Fund

- 069-800-00003 Refunds

Intrafund Transfers of Appropriated Funds***Water Well Fund 050***

- \$ 500.00 From 050-400-01040 Lab Supplies To 050-400-01025 Remit to State
- \$ 240.00 From 050-400-01050 Refunds To 050-400-01025 Remit to State
- \$ 180.00 From 050-400-01050 Refunds To 050-400-01080 Remit ODNR

Public Health Infrastructure Fund 055

- \$ 600.00 From 055-450-01030 Equipment To 055-450-01055 Contracts
- \$ 540.00 From 055-450-01110 Workers Comp To 055-450-01055 Contracts
- \$ 490.00 From 055-450-01025 Supplies To 055-450-01020 Salaries
- \$ 2000.00 From 055-450-01030 Equipment To 055-450-01020 Salaries
- \$ 275.00 From 055-450-01070 Travel To 055-450-01020 Salaries
- \$ 1885.00 From 055-450-01130 Health/Life Insurance To 055-450-01020 Salaries
- \$ 500.00 From 055-450-01130 Health/Life Insurance To 055-450-01055 Contracts
- \$ 650.00 From 055-450-01130 Health/Life Insurance To 055-450-01100 OPERS
- \$ 70.00 From 055-450-01130 Health/Life Insurance To 055-450-01115 Medicare

Women, Infants, Children Fund 061

- \$ 4870.00 From 061-010-01100 Workers Comp to 061-010-01170 Reimburse Advances
- \$ 4130.00 From 061-010-01160 Health/Life Insurance To 061-010-01170 Reimburse Advances
- \$ 9500.00 From 061-010-01160 Health/Life Insurance To 061-010-01025 Supplies

District Health Fund 063

- \$ 10,000.00 From 063-450-01170 Advance Out TO 063-450-01141 Loan Interest
- \$ 104.79 From 063-450-01026 SW Supplies To 063-450-01102 SW OPERS
- \$ 285.80 From 063-450-01021 SW Salaries To 063-450-01071 SW Travel
- \$ 240.21 From 063-450-01026 SW Supplies To 063-450-01071 SW Travel
- \$ 290.20 From 063-450-01060 SW Contracts To 063-450-01071 SW Travel
- \$ 4.53 From 063-450-01103 SW Workers Comp To 063-450-01071 SW Travel
- \$ 1020.00 From 063-450-01090 Advertising To 063-450-01093 Property Insurance

IN THE MATTER OF FUNDING ACCEPTANCE – FY13 PHEP GRANT

It was moved by Mr. Hines and seconded by Mr. Henschen that the Board accept the FY13 Public Health Emergency Preparedness (PHEP) Grant Notice of Award in the amount of \$76,497.00 for the project grant year of August 10, 2012, to June 30, 2013, with a required agency match of \$5868.00. Ayes: Mrs. Price, Mr. Spath, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

MATTER OF EPIDEMIOLOGY CONTRACT RENEWAL

A renewal contract with Delaware County General Health District to provide epidemiology services to the Logan County Health District in accordance with the terms of the Public Health Infrastructure Grant was considered. The new contract establishes the rate of \$40.50 hourly for a maximum of 16 hours per week; necessary hours in excess of 40 in any one work week to be paid at time and one-half; and with mileage to be reimbursed at Delaware General Health District's approved rate. It was moved Mr. Henschen and seconded by Mr. Hines that the Board renew the agreement for the period August 10, 2012, to June 30, 2013. Ayes: Mr. Spath, Mrs. Price, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF REDUCTION OF STAFF HOURS – WIC PROJECT

The transfer of part-time Breastfeeding Peer Helper Paige O'Neil-Tester to the position of full-time Home Health Clerical Specialist necessitates amendment of the June 2012 Board order for reduction of hours for all part-time WIC staff in the new grant year. It was moved by Mr. Henschen and seconded by Mrs. Price that the Board amend the order of June 6, 2012, to a reduction in hours of seven (7) weekly for WIC's only part-time nurse, Kathleen Davis, effective October 1, 2012; and further, that Mrs. O'Neil-Tester's position remain vacant at this time. Ayes: Mr. Spath, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – HOUCHIN/RIEGLER/SCHROER/DOWNING

The annual evaluation for Vital Statistics Registrar/Environmental Clerical Specialist Kimberly Houchin was presented by the Administrator, and by Health Commissioner Boyd C. Hoddinott for Emergency Preparedness Coordinator Corinne Riegler; Director of Nursing Kay Schroer; and Administrator Lisa Downing. Noting job development inventory scores in the *Achieves* range for all, it was moved by Mr. Hines and seconded by Mrs. Price that the Board accept each evaluation. Ayes: Mr. Spath, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Dr. Hoddinott addressed the transfer of jurisdiction of the manufactured home park program from the Ohio Department of Health to the Ohio Manufactured Home Commission effective December 1, 2012. Due to passage of HB #487, the Health District Licensing Council must take action before that date to replace the council's representative on the Board of Health, Mr. Hines, as he represents the manufactured home park program. Mr. Hines was thanked for his years of service on the Board and to the health district.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for October 3, 2012, at 1:00 p.m., President Spath adjourned the meeting at 2:40 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary