

The Board of the Logan County Health District met in regular session on Wednesday, December 5, 2012. In the absence of President Spath, Vice-President Henschen called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Henschen, Mrs. Price, Dr. Varian, Mr. Alloway, and Mrs. Watkins. 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. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vektorino of *WPKO/WBLL Radio* were in attendance, along with guests Bob Netzley, Don Eggenschwiller, Joel Kranenburg, Grant Peper, Pat Keenan, Bob Harrison, Jennifer Wren, Matt Stonerock, Lisa Engle, Timothy Smith, Leica McGill, and Kelli Tevis.

IN THE MATTER OF MINUTES

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

IN THE MATTER OF BOARD EDUCATION

Health Commissioner Dr. Boyd Hoddinott presented an inspiring message on optimism which focused on the evolution of technology.

Mr. Spath arrived at this time, 1:20 p.m., and assumed control of the meeting from Vice President Henschen.

IN THE MATTER OF PUBLIC FORUM

No members of the public were present for this portion of the meeting. Dr. Hoddinott used this time to introduce the newest member of the Board of Health, Mary C. (Chris) Watkins, who replaces Charles W. (Bill) Hines at the Licensing Council representative.

IN THE MATTER OF PUBLIC HEARING – PROPOSED FOOD SERVICE LICENSE FEE INCREASES

The scheduled hearing commenced for proposed food service license/retail food establishment license/food vending location license fee increases as required by the Ohio Administrative Code (OAC). Environmental Health Director Craig D. Kauffman informed the Board that notice of the hearing had been mailed to all affected licensees, and that proposed increases were calculated using the formula provided by the Ohio Department of Health. He also noted that license fees have not been increased for food service and food establishments for 11 years. Mr. Don Eggenschwiller of The Landing Tavern in Russells Point was the only licensee present, and was recognized by Mr. Spath to address the Board. Mr. Eggenschwiller questioned the instances of food-borne illnesses in the county and how that affected the fee structure; the feasibility of decreasing inspections and thus personnel costs; as well as the State's rationale for the new formula. Mr. Kauffman explained that the number of inspections is set by the OAC, as is the cost methodology, and that food-borne illnesses are not an issue. Mr. Eggenschwiller then requested that the Board consider parceling any license fee increases over a two (2) year period to help ease the financial burden to all restaurant owners in the area.

IN THE MATTER OF AMENDING LCHD REGULATION NO. 40

Environmental Health Director Craig D. Kauffman presented the second reading of an amendment to Logan County Health District Regulation No. 40, increasing the local fee for food service licenses as follows based on cost methodology.

COMMERCIAL		NON COMMERCIAL		VENDING
<25,000 sq ft	>25,000 sq ft	<25,000 sq ft	>25,000 sq ft	
Level 1 \$130.00	Level 1 \$194.00	Level 1 \$65.00	Level 1 \$97.00	\$18.24
Level 2 \$148.00	Level 2 \$204.00	Level 2 \$74.00	Level 2 \$102.00	
Level 3 \$296.00	Level 3 \$758.00	Level 3 \$148.00	Level 3 \$379.00	
Level 4 \$378.00	Level 4 \$804.00	Level 4 \$189.00	Level 4 \$402.00	

It was moved by Dr. Varian and seconded by Mr. Alloway that the Board rescind the proposed fee schedule as outlined in the first reading. Ayes: Mrs. Watkins, Mrs. Price, Mr. Henschen, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

It was then moved by Dr. Varian and seconded by Mr. Alloway that the Environmental Health Director be instructed to establish a new schedule for the January meeting with fees at 50% of the first proposal for risk categories only, and that the entire amount be recalculated in one (1) year for the next increase. Ayes: Mr. Henschen, Mrs. Price, Mrs. Watkins, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF LICENSE SUSPENSION

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

It was moved by Mr. Henschen and seconded by Dr. Varian that the Board confirm the food service license suspension of Blackhawk Inn by the Health Commissioner on November 28, 2012 as an immediate danger to public health and safety. Ayes: Mr. Alloway, Mrs. Watkins, Mrs. Price, Dr. Varian, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF LICENSEE ORDERS

James Broad, Indian Head Roadhouse, 509 East Main Street, Russells Point

On September 7, 2012, Sanitarian Timothy Smith documented repeated violations of Ohio Administrative Code 3717-1 and 3701-21. It was moved by Dr. Varian and seconded by Mr. Henschen that the Board issued an order to correct all violations prior December 31, 2012, with continued violation to initiate a license suspension order. Ayes: Mrs. Price, Mr. Alloway, Mrs. Watkins, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

Jason Platfoot, Black Tie Catering, 116 North Main Street, Bellefontaine

On November 15, 2012, Sanitarian Timothy Smith documented repeated violations of Ohio Administrative Code 3717-1. It was moved by Mr. Henschen and seconded by Mr. Alloway that the Board issued an order to correct all violations prior December 31, 2012, with continued violation to initiate a license suspension order. Ayes: Mrs. Price, Dr. Varian, Mrs. Watkins, Mr. Alloway, Mr. Henschen. 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.

Doug Johann, 129 South Dean Street, West Mansfield; pile of garbage bags, a mattress, and other furniture in the yard.

Patricia Godwin, Roundhead; property at 113 West Street, Bellefontaine; open, dilapidated garage full of solid waste; open back door of vacant house.

Jerry Dean Van Horn, West Liberty; property at 309 East Columbus Avenue, Bellefontaine: small house in back has trash beside the southwest corner and trash along the northeast corner beside the wood fence; large pile of trash behind the main house; refrigerator on the northwest porch.

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 *Doug Johann, Patricia Godwin, and Jerry Dean Van Horn* 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. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

Grant Peper, 9739 E Lakeshore Dr, Huntsville; vacant open house, collapsing roof, doors and windows open creating an animal harborage in residential area.

Mr. Peper was present and recognized to address the Board, as was Stokes Township Zoning Officer Bob Netzley. Mr. Peper outlined his current progress with roof repair and requested an additional 90 days to make the necessary repairs. Mr. Netzley expressed skepticism that the structure is salvageable, stating that it needs to be condemned and

removed. When questioned, Sanitarian Lisa Engle confirmed that as of this morning the windows and doors have all been secured. Following lengthy debate, it was moved by Mr. Alloway that the Board allow Mr. Peper until January 2, 2013, to show substantial improvement to the property to avoid condemnation. Dr. Varian seconded the motion. Ayes: Mrs. Watkins, Mr. Henschen, Mrs. Price, Dr. Varian, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF REQUEST FOR VARIANCE

Jack Felver, 1111 Alpine Cove, Valley Hi

Mr. Felver requested annual continuance of the variance to maintain a holding tank as a household sewage treatment system originally issued 1993, and Mr. Kauffman recommended approval. It was moved by Mr. Henschen and seconded by Mr. Alloway that the Board grant the variance for an additional 12 months. Ayes: Mrs. Watkins, Dr. Varian, Mr. Price, Mr. Alloway, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF NATIONAL AWARD – LOGAN COUNTY HOME HEALTH

Home Health Supervisor Jennifer Wren announced that Logan County Home Health, the home health agency operated by the health district, has received its second consecutive HomeCare Elite rating. Mrs. Wren explained that the award is a compilation of the top 500 home health agencies in the country, and that winners are ranked by an analysis of measures in five domains of performance: quality of care, quality improvement, patient experience, process measure implementation, and financial performance. Director of Nursing Kay Schroer praised the staff for their hard work and dedication.

IN THE MATTER OF QUARTERLY IMMUNIZATION FEES ADJUSTMENT

The Nursing Director presented the current schedule of adult and private pay (non-VFC or ODH provided) vaccines for quarterly adjustment based on actual costs. It was moved by Mr. Henschen and seconded by Mr. Alloway that the Board authorize the following adjustments to vaccine charges effective January 1, 2013. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Henschen. Nays: none. Motion carried.

- Gardasil from \$150.00 to \$160.00
- MMR from \$70.00 to \$80.00
- Pneumovax from \$80.00 to \$85.00
- TD from \$35.00 to \$45.00
- Varivax from \$105.00 to \$115.00
- Zostovax from \$175.00 to \$185.00
- Tubersol from \$20.00 to \$30.00
- Imovax from \$230.00 to \$240.00
- Boostrix from \$50.00 to \$60.00
- Engerix-B from \$50.00 to \$60.00
- Havrix Adult from \$45.00 to \$50.00
- Havrix Pediatric from \$40.00 to \$45.00
- Rotarix from \$120.00 to \$130.00
- Menveo from \$125.00 to \$115.00 (price decrease)

IN THE MATTER OF PNEUMONIA VACCINE

It was moved by Dr. Varian and seconded by Mrs. Price that the Board remove Pneumovax from the list of free vaccines provided by the Ohio Department of Health effective January 1, 2013. Ayes: Mrs. Watkins, Mr. Henschen, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

Mrs. Schroer announced that participation in flu vaccine clinics remains steady, and that flu activity in Ohio has progressed from sporadic to regional. She also stated that changes in childhood immunizations previously revealed by the State have been delayed until June 2013. The following statistics for the month of October were then presented.

Home Health: 41 patients; 14 admissions; 213 RN visits; 34 HHA visits; 101 PT visits; 63 OT visits; 8 ST visits

Public Health: 1 lead screening; 2 TB clinics/14 skin tests; 7 BCMH visits/30 contacts; 13 newborn home visits; 1 ARC clinic/4 clients; 2 head lice checks

Communicable Disease: 12 confirmed- Chlamydia (6); Gonorrhea (1); Hepatitis C (3); Giardia (1); Lyme (1)

Immunization Program: 76 child clients/230 injections; 40 adult clients/48 injections; 344 flu/1 pneumonia shots

Women, Infants and Children: 49 new clients; 155 recertifications; 1016 total participants

IN THE MATTER OF FINANCIAL REPORT REVIEW

The Administrator presented health district financial reports for the month of October, noting typical revenue and expenses slightly under projections. It was moved by Mr. Henschen and seconded by Dr. Varian that the Board authorize President Spath to approve review of the reports. Ayes: Mrs. Watkins, Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

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

Transfer of Appropriated Funds

Sewage Treatment Fund 054

- \$400.00 From 054-400-01070 Travel To 054-400-01020 Salaries
- \$100.00 From 054-400-01050 Refunds To 054-400-01020 Salaries
- \$75.00 From 054-400-01050 Refunds To 054-400-01100 OPERS
- \$5.00 From 054-400-01050 Refunds To 054-400-01115 Medicare

Public Health Infrastructure Fund 055

- \$200.00 From 055-450-01130 Health & Life Insurance To 055-450-01020 Salaries
- \$200.00 From 055-450-01130 Health & Life Insurance To 055-450-01100 OPERS

Women, Infants, Children Fund 061

- \$2045.00 From 061-010-01000 Other Expenses To 061-010-01171 Reimburse State
- \$11,150.00 From 061-010-01020 Salaries To 061-010-01171 Reimburse State
- \$9156.16 From 061-010-01025 Supplies To 061-010-01171 Reimburse State
- \$910.70 From 061-010-01040 Transfers Out To 061-010-01171 Reimburse State
- \$365.45 From 061-010-01070 Travel To 061-010-01171 Reimburse State
- \$310.00 From 061-010-01072 Education/Seminars To 061-010-01171 Reimburse State
- \$0.90 From 061-010-01100 Workers Compensation To 061-010-01171 Reimburse State
- \$6496.75 From 061-010-01160 Health & Life Insurance To 061-010-01171 Reimburse State
- \$115.48 From 061-010-01091 OPERS To 061-010-01171 Reimburse State

District Health Fund 063

- \$4100.00 From 063-450-01060 SW Contracts To 063-450-01021 SW Salaries
- \$575.00 From 063-450-01060 SW Contracts To 063-450-01102 SW OPERS
- \$30.00 From 063-450-01060 SW Contracts To 063-450-01104 SW Medicare
- \$1100.00 From 063-450-01000 Other Expenses To 063-450-01100 OPERS
- \$5000.00 From 063-450-01150 Nuisance Abatement To 063-450-01140 Loan Principal
- \$1750.00 From 063-450-01130 Health & Life Insurance To 063-450-01140 Loan Principal

Home Health Fund 066

- \$444.00 From 066-450-01000 Other Expenses To 066-450-01025 Supplies
- \$6750.00 From 066-450-01090 Loan Principal To 066-450-01080 Contracts

Food Safety Fund 067

- \$500.00 From 067-450-01030 Remit to State To 067-450-01020 Salaries
- \$200.00 From 067-450-01050 Refunds To 067-450-01100 OPERS

House Trailer Parks & Rec Fund 069

- \$150.00 From 069-410-01050 Refunds To 069-410-01100 OPERS

Additional AppropriationHome Health Fund 066

- \$30,500.00 appropriated to 066-450-01020 Salaries
- \$1030.00 appropriated to 066-450-01025 Supplies
- \$3720.00 appropriated to 066-450-01051 OPERS
- \$400.00 appropriated to 066-450-01055 Medicare

On Call Compensation Adjustments

Home Health on call compensation increased from \$2.50 hourly to \$3.00 hourly on October 1, 2011. In February 2012, a problem with the time sheet template unknowingly reverted this amount back to \$2.50. The discrepancy was not discovered until November 13, 2012. \$0.50 per hour adjustments are authorized for the following involved staff members as noted.

- Bobbi Jo Dow- 744 hours, \$372.00
- Alberta Hartshorn- 1016 hours, \$508.00
- Linda Kite- 928 hours, \$464.00
- Kelly Reaver- 752 hours, \$376.00
- Jennifer Wren- 320 hours, \$160.00

IN THE MATTER OF FISCAL YEAR END FUND ENCUMBRANCES

It was moved by Mr. Henschen 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, 2012. (See list of encumbrances in Notes to Minutes.) Ayes: Mrs. Watkins, Mr. Alloway, Dr. Varian, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

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 Mr. Alloway and seconded by Mr. Henschen that the Board accept the review. Ayes: Dr. Varian, Mrs. Price, Mrs. Watkins, Mr. Alloway, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF PROBATIONARY EVALUATION – L. MCGILL

Ms. Downing presented a favorable six month probationary evaluation for Personnel Specialist Leica McGill, who 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 Dr. Varian that the Board recognize completion of Ms. McGill's probationary period and confirm her permanent hire with a 2% cost of living increase and the \$1.00 hourly rate increase authorized for permanent clerical staff effective June 23, 2012. Ayes: Mrs. Price, Mr. Alloway, Mrs. Watkins, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF CHRISTMAS HOLIDAY CLOSING

Upon recommendation of the health district's Leadership Team, it was moved by Dr. Varian and seconded by Mrs. Price that the Board authorize closing of the health district offices to the public on Christmas Eve and authorize 3.5 hours of additional holiday pay for all employees who earn holiday benefits and are scheduled to work on December 24, 2012; and further, that employees be authorized to use available accumulated leave for the remainder of that day, subject to supervisor approval. Ayes: Mrs. Watkins, Mr. Alloway, Mr. Henschen, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Dr. Hoddinott requested members to be prepared in January to discuss placing an operating levy on the ballot for the May 2013 primary election.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for January 2, 2013, at 1:00 p.m., President Spath adjourned the meeting at 2:45 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary