

The Board of the Logan County Health District met in regular session on Wednesday, April 3, 2013. President Spath called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Spath, Mrs. Price, Dr. Varian, Mr. Alloway, Mrs. Watkins, Mr. Harrison. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, Environmental Health Director Craig D. Kauffman, and Plumbing Inspector John Clary. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vectorino of *WPKO/WBLL Radio* were also in attendance.

IN THE MATTER OF NEW BOARD MEMBER

President Spath welcomed new member Robert (Bob) Harrison of West Liberty who was appointed by the Health District Advisory Council on March 21 to a five (5) year term on the Board of Health for the period April 1, 2013, to March 31, 2018.

IN THE MATTER OF ELECTION OF BOARD VICE PRESIDENT

The end of Mr. Henschen's term on the Board necessitated the election of a new Vice President. Mr. Alloway nominated Mrs. Price for the position seconded by Dr. Varian. Dr. Varian moved the nominations be closed seconded by Mr. Alloway and consent was unanimous. By a show of hands, Mrs. Price was elected Vice President of the Board for the remainder of 2013. Health Commissioner Dr. Boyd Hoddinott publicly extended his thanks to Mr. Henschen for his great service to the Board over the years.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Dr. Varian that the Board approve the minutes of the March 13, 2013, meeting as mailed. Ayes: Mrs. Watkins, Mr. Alloway, Mr. Harrison, Dr. Varian, Mrs. Price. 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 15, 22, and 29, it was moved by Mr. Alloway and seconded by Mrs. Price that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mrs. Watkins, Dr. Varian, Mr. Harrison, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

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

IN THE MATTER OF LICENSEE VIOLATIONS

Dairy Queen of Russells Point; Janet Johnson, RNJOK Properties, LLC, Huntington Beach, CA, Licensee

On February 27, 2013, Sanitarian Timothy Smith documented repeat critical violations of Ohio Administrative Code 3717-1-05.1 where the drain piping for the ice cream dipper well and the front ice machine were directly connected to the sanitary sewer. The rule and the Ohio Plumbing Code require an air gap in these types of drains to prevent microbial contaminants from growing back into the food and food contact areas. It was moved by Mr. Alloway and seconded by Mr. Harrison that the Board issue an order to correct by immediately removing the drain connections and having the proper air gaps installed by a state licensed plumber within 10 days, with violation of the order resulting in license suspension and rights of appeal to accompany the order. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price, Mr. Harrison, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE VIOLATION – C. GROESCHEL

Calvin Groeschel, 11331 Pocahontas Path, Lakeview

Mr. Groeschel owns a demolished mobile home full of construction and demolition waste with no exterior walls at 7471 Walnut Street, North Fork, Belle Center. No response was received from a sanitation citation issued February 28, 2013. Following review of photographs and case documents, it was moved by Dr. Varian and seconded by Mrs. Watkins that the Board issue an order to remove all waste and debris within 30 days. Ayes: Mr. Harrison, Mr. Alloway, Mrs. Price, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – C. MABREY/R. SIMMONS

Director of Nursing Kay 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. Mrs. Mabrey was present and offered comments to the Board regarding her position and years as a health district employee.

- It was moved by Mrs. Price and seconded by Mr. Alloway that the Board accept the evaluation of Mrs. Mabrey. Ayes: Dr. Varian, Mr. Harrison, Mrs. Watkins, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.
- It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board accept the evaluation of Ms. Simmons. Ayes Mrs. Price, Mr. Alloway, Mr. Harrison, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF CONTRACTUAL AGREEMENT – LOGAN COUNT CHILDREN’S SERVICES

Mrs. Schroer requested approval of a contractual agreement with Logan County Children’s Services (LCCS) for health district staff nurses to complete medical screenings for children under the legal custody of LCCS, with an established fee of \$35.00 per screening. It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board enter into the agreement retroactive to April 1, 2013, to continue indefinitely until cancelled or modified by either party, subject to approval as to form by the Logan County Prosecutor. Ayes: Mr. Alloway, Dr. Varian, Mr. Harrison, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

The Nursing Director requested member support of the upcoming 5K Walk commemorating Public Health and Immunization Week on Saturday, April 20, at South View Park in Bellefontaine beginning at 9:00 a.m. She then offered the following nursing statistics for the month of February.

Home Health: 46 patients; 15 admissions; 219 RN visits; 56 HHA visits; 120 PT visits; 77 OT visits, 8 ST visits

Public Health: 2 PH nurse visits; 4 lead case managements; 1 pediatric nurse assessment; 2 TB clinics/11 skin tests; 8 BCMH visits/35 contacts; 8 newborn home visits; 1 HIV/Hep C clinic/1 client; 11 head lice checks

Immunization Program: 63 child clients/93 injections; 30 adult clients/34 injections; 26 flu shots

Women, Infants and Children: 31 new clients; 95 recertifications; 973 total participants

Communicable Disease: Chlamydia (14); Gonorrhea (2); Hepatitis C (4); Giardia (1); Influenza (2)

Health Education: 1 health care provider class/43 attendees; 2 other agency classes/5 attendees

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 Dr. Varian and seconded by Mrs. Price that the Board authorize President Spath to approve review of the reports. Ayes Mr. Harrison, Mrs. Watkins, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING MATTERS

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board confirm the following transfer of appropriated funds completed by the Administrator during the month of March. Ayes: Mr. Harrison, Dr. Varian, Mr. Alloway, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

Home Health Fund 066

- \$1511.75 From 066-450-01081 Refunds To 066-450-01050 Workers Compensation

IN THE MATTER OF 2013 ANTICIPATED BUDGET

Ms. Downing and Dr. Hoddinott reviewed the 2014 anticipated health district operating budget, assuming the 2013 level of funding from inside millage, cost of living increases for permanent staff, and based on current trends for licenses, permits, and other fees. Following reiteration that this budget is required to be submitted to the county budget commission each year at this time and will likely require adjustment before final approval in November, it was moved by Mrs. Price and seconded by Mr. Harrison that the Board approve the anticipated budget as presented.

Roll call on the adoption: Mr. Spath- aye; Mr. Alloway-aye; Dr. Varian-aye; Mrs. Watkins- aye; Mr. Harrison- aye; Mrs. Price- aye. 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 2012 Annual Report of the health district. He requesting members to become familiar with the report and with the utilization of increased funding handout outlining projected use of tax dollars for the upcoming health levy issue in May. He also briefly discussed accreditation, a requirement for health districts by 2018 to receive state and federal grant funding.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting as May 1, 2013, at 1:00 p.m., President Spath adjourned the meeting at 1:40 p.m. without opposition.

Don Spath, President

Boyd C. Hoddinott, M.D., Secretary

NOT APPROVED