

The Board of the Logan County Health District met in regular session on Wednesday, September 4, 2013. President Spath called the meeting to order at 2:30 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Spath, Mrs. Price, Mr. Alloway, and Mr. Harrison, 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 Safety/Sanitation Coordinator Timothy Smith. Guests included Charles Anderson, Melissa Miller, Pam Rogers, Bill Miller, Constance Cathcart, and Joel Kranenburg. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vetorino of *WPKO/WBLL Radio* were also in attendance.

IN THE MATTER OF MINUTES

It was moved by Mrs. Price and seconded by Mr. Harrison that the Board approve the minutes of the August 7, 2013, regular meeting as mailed. Ayes: Mr. Alloway, Mr. Spath, Mr. Harrison, 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 9th, 16th, 23rd, and 30th, it was moved by Mr. Harrison and seconded by Mr. Alloway 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: Mrs. Price, Mr. Spath, Mr. Alloway, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

No matters were brought before the Board by members of the public.

IN THE MATTER OF SCHEDULED HEARING – HOSKINS

Wilbert Hoskins/Penny Hoskins, 7181 Hardin Drive, Russells Point

On August 7, 2013, the Board held a hearing under Ohio Revised Code 3707.02 to consider condemnation of the structures on this property. The matter was tabled when Penny Hoskins promised to have a buyer appear before the Board today to enter into an agreement for repairing the property. Mrs. Hoskins' nephew, Charles Anderson, was present for the scheduled hearing stating he is in the process of purchasing the property from his aunt. Neighbors Melissa Miller, William Miller, Pam Rogers, and Connie Cathcart all expressed concerns about the unsightliness of the house trailer, presence of rodents, safety of children and pets in the area, and unkempt grounds and sewage odors. Mr. Anderson claimed to have new fixtures and materials and a contractor to repair the trailer, but could provide no receipts or documentation. Sanitarian Lisa Engle reported that an inspection made yesterday revealed slight progress, but that the trailer is not in a livable state, has no water or sewer lines, and has a leaking roof that is caving in. Sanitarian Timothy Smith also expressed concern for mold. Following inspection of photographs and case documents, it was moved by Mr. Harrison and seconded by Mr. Alloway that the Board order condemnation and authorize demolition. Ayes: Mrs. Price, Mr. Spath, Mr. Alloway, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF REQUEST FOR VARIANCE – D. KITE

Dean Kite, 7860 Park Drive, Russells Point

Mr. Kite requested variance from Ohio Administrative Code 3701-28 to place a well three (3) feet from the house, two (2) feet from the property line, and two (2) feet from neighboring driveway. Sanitarian Lisa Engle recommended approval as no location on this lot would meet the code without a variance; and it is currently on a shared point well with low yield. It was moved by Mr. Alloway and seconded by Mrs. Price that the Board approve the variance to become invalid with the availability of central water supply. Ayes: Mr. Harrison, Mr. Spath, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE VIOLATIONS

Safety/Sanitation Coordinator Timothy Smith presented the following nuisances in violation of Ohio Revised Code 3707.01 for Board action following citizen complaints and non-compliance with sanitarian orders.

Stephanie Zachrich, 10607 State Street, Lakeview

Ms. Zachrich has a pile of garbage in the driveway. A citation was sent August 16, 2013, and no change was observed by Sanitarian Lisa Engle on August 26, 2013. Mr. Smith recommended an order to remove the solid waste within three (3) days. Following review of individual case documents and recommendations, it was moved by Mr. Alloway and seconded by Mr. Harrison that pursuant to Ohio Revised Code 3707.01 the conditions at this premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that Ms.

Zachrich be ordered to abate the nuisance by the means recommended and maintain the 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. Price, Mr. Spath, Mr. Harrison Mr. Alloway. Nays: none. Motion carried.

Danny Woodard, 15659 SR 235 North, Belle Center

Mr. Woodard has a manufactured home that is accessible to sanitary sewer being occupied without a legal sewer connection. Mr. Smith recommended an order to vacate the dwelling or legally connect to the sanitary sewer within 30 days. Following review of individual case documents and recommendations, it was moved by Mr. Harrison and seconded by Mrs. Price that pursuant to Ohio Revised Code 3707.01 the conditions at this premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that Mr. Woodard be ordered to abate the nuisance by the means recommended and maintain the 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. Alloway, Mr. Spath, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – K. DAVIS/C. BRAMLAGE

Director of Nursing Kay Schroer presented annual performance evaluations for Women, Infants and Children grant employees Kathleen Davis, RN, and Director Christina Bramlage. Both employees were present. Noting job development inventory scores in the *Achieves* range for both, it was moved by Mr. Harrison and seconded by Mrs. Price that the Board accept both reviews. Ayes: Mr. Alloway, Mr. Spath, Mrs. Price, Mr. Harrison. 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. It was moved by Mr. Harrison and seconded by Mr. Alloway that the Board approve the following per dose fees effective October 1, 2013. Ayes: Mrs. Price, Mr. Spath, Mr. Alloway, Mr. Harrison. Nays: none. Motion carried.

- Varicella \$125.00
- Hepatitis A \$60.00

IN THE MATTER OF ESTABLISHING SEASONAL FLU VACCINE FEES

The nursing director then presented cost recommendations for seasonal flu vaccine including flu mist. It was moved by Mrs. Price and seconded by Mr. Alloway that the Board approve the following per dose fees effective September 4, 2013. Ayes: Mr. Harrison, Mr. Spath, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.

- VFC age 18 and under \$20.00
- Adult Quadrivalent \$30.00
- Adult Trivalent (high dose) \$40.00

IN THE MATTER OF ESTABLISHING 99211 NURSE ASSESSMENT FEE

Mrs. Schroer requested the Board to establish a fee for billing the allowable Medicaid 99211 low level nurse assessment for immunizations. It was moved by Mr. Harrison and seconded by Mrs. Price that the Board establish a fee of \$20.00 for this service effective September 4, 2013. Ayes: Mr. Alloway, Mr. Spath, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

The Nursing Director stated that the home health and WIC programs are both currently very busy. She also clarified that the statistics listed on the monthly report for HIV is not the number of HIV cases but rather the number of tests completed. Mrs. Schroer then offered the following July 2013 nursing division statistics:

Home Health: 48 patients; 16 admissions; 227 RN visits; 60 HHA visits; 143 PT visits; 69 OT visits; 6 ST visits

Public Health: 3 lead case management; 9 TB skin tests; 13 BCMH visits/55 contacts; 5 newborn home visits; 1 HIV/Hep C clinic/5 tests

Immunization Program: 38 child clients/103 injections; 15 adult clients/16 injections

Women, Infants and Children: 76 new clients; 124 recertifications; 900 total participants

Communicable Disease: 31 confirmed- chlamydia (18); gonorrhea (4); Hep C (1); campylobacter (1); giardia (1); influenza (1); pertussis (4); varicella (1)

Health Education: 4 health care provided classes/6 attendees; 2 other agency classes/2 attendees

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing reviewed health district financial reports for the month of July, noting receipt of second half tax revenue funding from inside millage. It was moved by Mrs. Price and seconded by Mr. Alloway that the Board authorize President Spath to approve review of the reports. Ayes: Mr. Harrison, Mr. Spath, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

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

Intrafund Transfers of Appropriated Funds

C&D Waste Fund 062

- \$ 5.00 From 062-450-01050 Remit to Township To 062-450-01100 OPERS
- \$ 50.00 From 062-450-01030 Remit to State ODNR To 062-450-01020 Salaries

District Health Fund 063

- \$ 1000.00 From 063-450-01110 Workers Compensation To 063-450-01080 Repairs/Service

IN THE MATTER OF ANNUAL EVALUATION – K. HOUCHIN

Ms. Downing presented the annual evaluation for Vital Statistics Registrar/Environmental Clerical Specialist Kimberly Houchin who was present. Noting a job development inventory score in the *Achieves* range, it was moved by Mr. Alloway and seconded by Mrs. Price that the Board accept the evaluation and authorize identified changes to the job description of Mrs. Houchin. Ayes: Mr. Harrison, Mr. Spath, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – C. RIEGLER/K. SCHROER/L. DOWNING

Annual evaluations were presented 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 Mrs. Price and seconded by Mr. Harrison that the Board accept each evaluation. Ayes: Mr. Alloway, Mr. Spath, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Dr. Hoddinott gave an update on the progress of the county concussion program noting 15 referrals to date, more soccer than football, and mainly female soccer players. He also referenced an H1N1 report confirming that masks on sick persons on a specific Chinese commercial flight did help to curtail the spread of disease to other passengers. Dr. Hoddinott again requested input from the Board on educational topics for future meetings.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for October 2, 2013, at 1:00 p.m., President Spath adjourned the meeting at 3:40 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary