

The Board of the Logan County Health District met in regular session on Wednesday, November 6, 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 were Mr. Spath, Mr. Alloway, Mrs. Price, Dr. Varian, Mr. Harrison, and Mrs. Watkins. Staff members present were Health Commissioner Dr. Boyd Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Guests included Megan Roscheck, Joel Kranenburg, Michael Reffitt, Janice Rogers, Richard Snider, Lisa Engle, and John Clary. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vectorino of *WPKO/WBLL Radio* were also in attendance.

#### **IN THE MATTER OF MINUTES**

It was moved by Dr. Varian and seconded by Mr. Harrison that the Board approve the minutes of the October 2, 2013, regular meeting as mailed. Ayes Mrs. Watkins, Mrs. Price, Mr. Alloway, Mr. Harrison, 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 October 4, 11, 18, and 25, and November 1, it was moved by Mr. Alloway and seconded by Mrs. Price that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mrs. Watkins, Mr. Harrison, Dr. Varian, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

#### **IN THE MATTER OF BOARD EDUCATION**

Megan Roschek, account manager for Burnham & Flowers Insurance Group, reviewed the general and liability coverage and benefits the health district receives through membership in the Public Entities Pool of Ohio.

#### **IN THE MATTER OF PUBLIC FORUM**

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

#### **IN THE MATTER OF SCHEDULED HEARINGS – ROGERS/ROBINSON**

Scheduled hearings commenced for Janice Rogers and Lori Robinson as ordered by the Board on October 2, 2013, following failure to comply with issued nuisance abatement orders.

Janice Rogers failed to comply with an order to repair the roof; stabilize the structure; and remove all solid waste from her 316 Westview Street property in Russells Point; or to remove the structure and waste, either within 30 days. Ms. Rogers was present for the hearing and outlined the history of her property including acquisition, original repairs, and repairs made under the current Board order. She also claimed the structure is being used for storage only, not as a residence, and no danger exists. A neighbor, Richard Snider, confirmed the presence of a repairman at the property and Ms. Rogers' efforts towards clean up. Logan County Health District (LCHD) sanitarian Lisa Engle presented the findings of her November 1<sup>st</sup> re-inspection, including photographs, stating there has been progress but the structure remains in an unstable condition. Village of Russells Point zoning officer Joel Kranenburg sited safety and health issues with the structure including a sagging roof, open hanging wires, rotting wood, crumbling chimney, etc., and stated the village would like to see it removed. LCHD environmental health director Craig D. Kauffman recommended no further action at this time due to lack of imminent danger of structure collapse and the absence of a statement from the Russells Point fire chief supporting the village's claims. It was moved by Mr. Alloway and seconded by Mr. Harrison that the Board delay action on the matter until January 8, 2014, to allow all parties to obtain written statements by credentialed experts as to their claims. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian, Mr. Harrison, Mr. Alloway. Nays: none. Motion carried.

Lori Robinson failed to comply with an order to repair the roof; stabilize the structure; remove all solid waste; and secure the garage at her 222 Marshall Street property in Russells Point; OR to remove the structure and waste, either within 30 days. Neither Ms. Robinson nor a representative was present for the hearing. Mr. Kauffman stated the certified letter with notice of the hearing was returned by the postal service, but that notice of the hearing was properly posted on the property. Acting on a request by the Village of Russells Point, it was moved by Dr. Varian and seconded by Mr. Alloway that the Board order the property condemned and authorize the village to remove the structure and all debris at their expense. Ayes: Mrs. Price, Mrs. Watkins, Mr. Harrison, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF REQUEST FOR VARIANCE*****Sean Reese, 11691 Channelview Drive, Lakeview***

Mr. Reese requested variance from Ohio Administrative Code 3701-28 to place a well 20 feet 6 inches to Channelview Drive. The code requires 25 feet, and sanitarian Lisa Engle recommended approval due to the hardship of having no water and no feasible options. It was moved by Mr. Alloway and seconded by Dr. Varian that the Board grant the variance as the best location on the property. Ayes: Mrs. Price, Mrs. Watkins, Mr. Harrison, Dr. Varian, Mr. Alloway. 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 lack of response to sanitarian orders.

***Dustin Murry, 524 West Patterson Street, Bellefontaine***

Mr. Murry's property is littered with trash and garbage around the front door and on the back porch.

***Christopher Lane, 915 Rush Avenue, Bellefontaine***

Mr. Lane's residence has trash piles, couches, and scrap wood around the house and garage.

Following review of individual case documents and recommendations, it was moved by Mr. Alloway and seconded by Mrs. Watkins that 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 *Mr. Murry* and *Mr. Lane* be ordered to abate their individual nuisances within seven (7) days of receipt of the order and maintain their premises in a sanitary manner in the future; that the Health Commissioner be directed to issue individual orders on behalf of the Board; and that violation of the order will result in a hearing before the Board of Health pursuant to Ohio Revised Code 3707.02 on December 4, 2013. Ayes Dr. Varian, Mr. Harrison, Mrs. Price, Mrs. Watkins, Mr. Alloway. Nays: none. Motion carried.

***Charles Yager III, LaRue, Ohio***

Mr. Yager owns property at 10971 Park Drive, Turkeyfoot, Lakeview, with an exposed buried well deteriorated to a condition that poses a public health risk to the users and the ground water. No response was received to a sanitarian citation issued October 1, 2013. It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board issue an order for violation of Ohio Administrative Code 3701-28-02(C) to improve the well to meet the requirements of 3701-28-10 paragraphs P-W within 14 days. Ayes: Mr. Harrison, Mr. Alloway, Mrs. Price, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF LICENSEE VIOLATION*****VFW Post 1080, 216 Orchard Avenue, Bellefontaine***

On November 5, 2013, sanitarian Kim Casady documented a fourth violation of Ohio Administrative Code 3717-1-06.1 for holes in the ceiling of the walk-in cooler from water damage. It was moved by Mr. Alloway and seconded by Mr. Harrison that the Board issue an order to correct the violation within 30 days. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price, Mr. Harrison, Mr. Alloway. Nays: none. Motion carried.

**IN THE MATTER OF ANNUAL EVALUATION – M. STONEROCK**

Environmental Health Director Craig D. Kauffman presented the annual performance evaluation of Sanitarian-in-Training Matthew Stonerock, noting an *Achieves* score in all categories. It was moved by Mr. Harrison and seconded by Mrs. Price that the Board accept the evaluation. Ayes: Mrs. Watkins, Mr. Alloway, Dr. Varian, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF AMENDING LCHD REGULATION NO. 40**

The Environmental Health Director presented the first reading of an amendment to Logan County Health District Regulation No. 40, increasing the local fee for food service and establishment licenses and decreasing fees for RV Parks/Camps and Public Spa Pools as follows based on cost methodology. Noting that a public hearing on the fee increases will be scheduled for the next meeting, it was moved by Dr. Varian and seconded by Mrs. Price that the Board approve the first reading of the amendment. Ayes: Mrs. Watkins, Mr. Harrison, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

**Food License**

COMMERCIAL		NON COMMERCIAL		VENDING	MOBILE	TEMP
<25,000 sq ft	>25,000 sq ft	<25,000 sq ft	>25,000 sq ft	\$18.55	\$60.00	\$25.00/day
Level 1 \$126.00	Level 1 \$196.00	Level 1 \$63.00	Level 1 \$98.00			
Level 2 \$146.00	Level 2 \$208.00	Level 2 \$73.00	Level 2 \$104.00			
Level 3 \$310.00	Level 3 \$828.00	Level 3 \$155.00	Level 3 \$414.00			
Level 4 \$402.00	Level 4 \$880.00	Level 4 \$201.00	Level 4 \$440.00			

**RV Park/Camp License** \$110.00

**Public Spa Pool License** \$280.00

**IN THE MATTER OF NURSING REPORT**

Mrs. Schroer addressed the fourth quarter FY13 Women, Infants and Children report which revealed an increase in breastfeeding rates from 28% to 39%, an increase of 11%. She also applauded the Home Health Agency staff for two recent awards: *Home Care Elite* ranking of top 25% of agencies in the region, which rates agencies on the performance domains of quality of care, quality improvement and consistency, patient experience, process measure implementation, and financial performance; and *HHCAHP Honors (Home Health Consumer Assessment of Healthcare Providers and Systems)*, which recognizes the top 20 percent of agencies that continuously provide the highest level of satisfaction through their care as measured from the patient's point of view. The following statistics were then presented for the month of September.

Home Health: 42 patients; 17 admissions; 162 RN visits; 40 HHA visits; 102 PT visits; 63 OT visits

Public Health: 5 nursing visits; 3 lead case management; 37 TB skin tests; 12 BCMH visits/38 contacts; 3 newborn home visits; 1 bereavement contact; 1 HIV/Hep C clinic/4 clients; 2 head lice checks

Immunization Program: 78 child clients/174 injections; 30 adult clients/33 injections; 52 flu shots

Women, Infants and Children: 51 new clients; 110 recertifications; 914 total participants

Communicable Disease: 18 confirmed- Chlamydia (10); Gonorrhea (3); Hepatitis C (1); E-coli (1); Giardia (1); Meningitis (aseptic/viral) (1); Strep Pneum ISP (1)

Health Education: 1 community class/10 attendees

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented the health district financial reports for the month of September, noting typical expenses. She also addressed the lack of revenue in the Home Health Fund, explaining a problem with Medicare enrollment by the new billing clearinghouse contractor resulted in the inability to submit claims. It was moved by Mrs. Price and seconded by Mr. Harrison that the Board authorize President Spath to approve review of the reports. Ayes: Mrs. Watkins, Dr. Varian, Mr. Alloway, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF ROUTINE BOOKKEEPING**

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

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

- \$1275.00 From 050-400-01025 Remittance to State To 050-400-01040 Lab Supplies

*Public Health Infrastructure Fund 055*

- \$950.00 From 055-450-01055 Contracts To 055-450-01020 Salaries
- \$750.00 From 055-450-01110 Workers Compensation To 055-450-01020 Salaries

- \$565.00 From 055-450-01055 Contracts to 055-450-01100 OPERS
- \$435.00 From 055-450-01055 Contracts To 055-450-01130 Health & Life Insurance

*Women, Infants, Children Fund 061*

- \$1420.00 From 061-010-01040 Transfers Out To 061-010-01160 Health & Life Insurance
- \$710.00 From 061-010-01070 Travel Expenses To 061-010-01160 Health & Life Insurance
- \$1200.00 From 061-010-01072 Education/Seminars To 061-010-01160 Health & Life Insurance
- \$1350.00 From 061-010-01100 Workers Compensation To 061-010-01160 Health & Life Insurance
- \$400.00 From 061-010-01070 Travel Expenses to 061-010-01091 OPERS

*District Health Fund 063*

- \$6750.00 From 063-450-01110 Workers Compensation To 063-450-01140 Loan Principal
- \$1100.00 From 063-450-01060 SW Contracts To 063-450-01101 SW Health & Life Insurance
- \$470.00 From 063-450-01071 SW Travel To 063-450-01101 SW Health & Life Insurance
- \$406.70 From 063-450-01103 SW Workers Compensation To 063-450-01101 SW Health & Life Insurance
- \$400.00 From 063-450-01051 Laboratory Fees To 063-450-01080 Repairs/Service
- \$2240.00 From 063-450-01040 Capital Improvements To 063-450-01032 Remit to State Child Abuse
- \$7700 From 063-450-01040 Capital Improvements To 063-450-01035 Remit to State VS Improvement
- \$60.00 From 063-450-01040 Capital Improvements To 063-450-01036 Family Violence Fees
- \$2240.00 From 063-450-01070 Travel Expenses to 063-450-01036 Family Violence Fees

*Home Health Fund 066*

- \$2000.00 From 066-450-01090 Loan Principal To 066-450-01051 OPERS
- \$500.00 From 066-450-01081 Refunds To 066-450-01041 Education/Seminars

**IN THE MATTER OF ANNUAL EVALUATIONS – C. SUMMERS/P. O’NEIL-TESTER**

Ms. Downing presented the annual evaluations of Nursing Services Clerical Specialist/Health Education Coordinator Catherine Summers and Deputy Registrar/Environmental Clerical Specialist Paige O’Neil-Tester. Noting *Achieves* score in all categories of the job development inventory for each employee, it was moved by Mrs., Watkins and seconded by Mr. Alloway that the Board accept both evaluations. Ayes: Dr. Varian, Mr. Harrison, Mrs. Price, Mrs. Watkins, Mr. Alloway. Nays: none. Motion carried.

**IN THE MATTER OF 2014 OPERATING BUDGET**

The Administrator and the Health Commissioner reviewed the proposed 2014 final budget which was mailed to members for review. As in the previous four years, revenue projections include continued funding of \$500,000.00 from inside millage confirmed by the County Budget Commission. Building loan principal and interest payments are included in the appropriations, as well as a 2% cost of living adjustment in January and a 2% hourly increase in July for all permanent employees. Noting that the budget is balanced with projected use of December 31, 2013, carryover from multiple funds of \$499,265.00, it was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board approve submission of the 2014 operating budget in the amount of \$2,444,575.00 to the Board of County Commissioners, and that Ms. Downing be authorized to make the required appropriations request of the County Auditor. Ayes: Mrs. Price, Mr. Alloway, Dr. Varian, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd Hoddinott praised the health district leadership and staff for their fine work, and reviewed portions of his 2009 Health Care Debate article which was distributed to members for review.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for December 4, 2012, at 1:00 p.m., President Spath adjourned the meeting at 2:42 p.m. without opposition.