

The Board of the Logan County Health District met in regular session on Wednesday, March 5, 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, Mrs. Price, Mr. Harrison, and Mrs. Watkins, constituting a quorum with the president voting. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Environmental Health Director Craig D. Kauffman, Director of Nursing Kay Schroer, and Accreditation/Quality Improvement Coordinator David Fullmer. 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. Watkins and seconded by Mrs. Price that the Board approve the minutes of the February 5, 2014, regular meeting as mailed. Ayes: Mr. Harrison, Mr. Spath, Mrs. Price, Mrs. Watkins. 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 February 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup>, it was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mr. Spath, Mrs. Price, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

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

Emergency Preparedness Coordinator Corinne Riegler reviewed the health district's Emergency Response and Continuity of Operations plans during a PowerPoint presentation.

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

No one was present for the public forum.

#### **IN THE MATTER OF REQUEST FOR VARIANCE**

##### ***Joe Smith, 4522 North US Hwy 68, Urbana OH***

Mr. Smith requested variance from Ohio Administrative Code 3701-28-07(J) to place a new well four (4) feet from the property line at 11152 Powhatan Path, Lakeview. The Code requires 10 feet, and Sanitarian Lisa Engle recommended approval as the property has limited space and is out of water. It was moved by Mr. Harrison and seconded by Mrs. Price that the Board grant the variance, to become invalid with the availability of central water supply. Ayes: Mrs. Watkins, Mr. Spath, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

#### **IN THE MATTER OF ANNUAL EVALUATION – J. CLARY**

Environmental Health Director Craig D. Kauffman presented the annual performance evaluation for Plumbing Inspector John Clary, noting a job development inventory score in the *Achieves* range. It was moved by Mrs. Price and seconded by Mr. Harrison that the Board accept the review. Ayes: Mr. Spath, Mrs. Watkins, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

#### **IN THE MATTER OF ANNUAL EVALUATION – B. DOW**

Director of Nursing Kay Schroer presented the annual performance evaluation for Home Health Nurse Bobbi Jo Dow as completed by her supervisor, Jennifer Wren. Noting a job development inventory score in the *Achieves* range, it was moved by Mrs. Watkins and seconded by Mr. Harrison that the Board accept the review. Ayes: Mrs. Price, Mr. Spath, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

#### **IN THE MATTER OF QUARTERLY IMMUNIZATION FEES ADJUSTMENT**

At the request of Mrs. Schroer, it was moved by Mr. Harrison and seconded by Mrs. Price that the Board approve a price increase for Pneumovax vaccine from \$95.00 to \$100.00 for the second quarter of the fiscal year, to become effective April 1, 2014. Ayes: Mr. Spath, Mrs. Watkins, Mrs. Price, Mr. Harrison. Nays: none. Motion carried. The Nursing Director also noted that the price of Imovax vaccine for rabies was increased this month from \$270.00 to \$280.00 per dose under the Board's prior approval to adjust this vaccine to market price as needed.

#### **IN THE MATTER OF NURSING REPORT**

Mrs. Schroer informed the Board of two upcoming events in celebration of Public Health Week: a Logan County Employee/Family health fair on Friday, April 4 at the health district; and the annual 5K Walk/Run on Saturday, May 3, 2014, at South View Park. She also announced 632 flu shots have been administered to date this season. The following nursing statistics for January, 2014, were then presented.

Home Health: 42 patients; 15 admissions; 197 RN visits; 43 HHA visits; 94 PT visits; 56 OT visits, 6 ST visits

Public Health: 4 active lead cases; 3 pediatric nurse assessments; 10 TB skin tests; 12 BCMH visits/47 contacts; 3 newborn home visits; 1 bereavement contact; 1 HIV/HEP C clinic/1 HIV test/1 Hep C test; 2 head lice checks

Immunization Program: 55 child clients/106 injections; 22 adult clients/24 injections; 73 flu shots

Women, Infants and Children: 9 new clients; 43 recertifications; 819 total participants

Communicable Disease: 21 confirmed- Chlamydia (15); Gonorrhea (1); Hepatitis C (2); Influenza (1); Pertussis (1) MOTT (1)

Health Education: 2 community class/48 attendees

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented health district financial reports for the month of January 2014, reflecting estimated revenue and appropriations as previously authorized by the Board. It was moved by Mrs. Watkins and seconded by Mr. Harrison that the Board authorize President Spath to approve review of the reports. Ayes: Mrs. Price, Mr. Spath, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER CONFIRMATION OF HIRING**

It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board confirm the hiring of David Fullmer as Accreditation/Quality Improvement Coordinator effective March 3, 2014, with placement at the beginning step of Grade 25 on the salary schedule, being \$19.77 hourly for 70 biweekly hours, subject to the standard 180-day probationary period. Mr. Fullmer was present and welcomed by the Board. Ayes: Mr. Harrison, Mr. Spath, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF PLUMBING INSPECTION AGREEMENT – ALLEN CO. HEALTH DISTRICT**

Noting that the contract language has been approved by legal counsel of both entities, it was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board enter into an agreement with Allen County Health District to provide the services of Logan County Health District's plumbing inspector on an as needed basis for the period March 5, 2014, to March 5, 2015, at the rate of \$30.00 per hour plus mileage at the current Logan County rate. Ayes: Mr. Spath, Mrs. Price, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF RETAINER/CONSULTING – CLEMANS-NELSON & ASSOCIATES INC.**

Noting the necessity for continued guidance in the area of civil service law and regulatory compliance in regards to personnel, it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board authorize renewal of a one (1) year agreement with Clemans-Nelson & Associates, Inc. commencing April 1, 2014, at the monthly retainer rate of \$87.50, and hourly fees of \$90.00 for Consultant, \$125.00 for Senior Consultant, and \$140.00 for Manager/Officer. Ayes: Mr. Spath, Mr. Harrison, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF BACK-UP HEALTH COMMISSIONER CONTRACT**

With appreciation for his willingness to serve, it was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board renew the contract with J. Christopher O'Connor, M.D., to provide back-up health commissioner/medical director services to the Logan County Health District as needed in the physical absence of Health Commissioner Boyd C. Hoddinott, M.D., at the rate of \$1.00 per annum and \$75.00 per hour for direct services for the period April 1, 2014, to March 31, 2015. Ayes: Mr. Spath, Mrs. Price, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

At 1:50 p.m., it was moved by Mrs. Watkins and seconded by Mr. Harrison that the Board enter executive session for contract negotiation. Ayes: Mrs. Price, Mr. Spath, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER CONTRACT RENEWAL**

The Board returned to open session at 2:03 pm. Considering the impending expiration of Boyd C. Hoddinott's contract, it was moved by Mr. Harrison that the Board extend a one year contract to Dr. Hoddinott to serve as Health Commissioner and Medical Director for the Logan County Health District for the period April 1, 2014, to March 31, 2015, at the annual salary of \$55,000.00 and under the conditions of his current contract. Mrs. Watkins seconded the motion. Ayes: Mr. Spath, Mrs. Price, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Dr. Hoddinott offered comments on his years as Health Commissioner, and encouraged members to attend the annual Health District Advisory Council meeting on Thursday, March 27 at 7:00 pm, at which time a new Board member will be appointed to replace Mr. Alloway.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for April 2, 2014, at 1:00 p.m., President Spath adjourned the meeting at 2:20 p.m. without opposition.

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Don Spath, President

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Boyd C. Hoddinott, M.D., Secretary