

The Board of the Logan County Health District met in regular session on Wednesday, May 7, 2014. 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, Dr. Varian, Mrs. Price, Mrs. Watkins, Mr. Harrison, Mrs. Collins. 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, Accreditation/Quality Improvement Coordinator Donna Glunt, Emergency Preparedness Coordinator/PIO Corinne Riegler, and Sanitarians Lisa Engle and Matt Stonerock. Guests included Tim and Gina Shera, Mark and Lisa Pickering, Anthony Collins, Jackie Weaver, Matt Triplett, and Bob Wood, President of the Hardin-Kenton Board of Health. Reporters Mike Vectorino of *WPKO/WBLL Radio* and Mandy Loehr of the *Bellefontaine Examiner* 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 April 2, 2014, meeting as mailed. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, 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 April 4, 11, 18, and 25, and on May 2, it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mrs. Collins, Dr. Varian, Mr. Harrison, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

#### **IN THE MATTER OF PUBLIC FORUM/BLACKHAWK INN NUISANCE**

A group of Lakeview property owners on Circle and Channel View Drives were present to address conditions at the former Blackhawk Inn restaurant. Spokesman for the group of over 30 homeowners, Anthony Collins, stated the property at 11543 SR 365 is a safety hazard, and asked the Board to take action to condemn the blighted property. Environmental Health Director Craig D. Kauffman outlined action taken to secure the building by property owner Darrell Johnston of DeGraff since a March 21, 2014 sanitarian citation. He stated there is now tar paper over the holes in the roof, but holes in the siding and solid waste remains and the stability of the structure is unknown. Mr. Kauffman confirmed that the building does meet the health district's condemnation protocol in its current state, however there are specific steps that must be followed before a property can be condemned. Following review of case documents and photographs, it was moved by Dr. Varian and seconded by Mrs. Watkins that the Board issue an order to Mr. Johnston to repair the roof and siding to prevent entry of animals or humans; remove all solid waste from the property to a licensed facility; and clean and secure the walk-in cooler and freezer all within 14 days of receipt. Ayes: Mrs. Price, Mrs. Collins, Mr. Harrison, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

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

The DVD *Basic Board of Health Responsibilities, Part II* was viewed and discussed, featuring William County Health Commissioner Jim Watkins, and Education Consultant Alice Davis of the Ohio Association of Boards of Health. Topics included Ohio Sunshine Law and exceptions; executive sessions; do's & don'ts when in the public eye; elements and purpose of board meetings including agenda, information, motions, resolutions, variances, and license actions; and board governance.

#### **IN THE MATTER OF ANNUAL EVALUATION – L. ENGLE**

Environmental Health Director Craig D. Kauffman presented the annual performance evaluation of Lisa Engle, R.S./Laboratory Supervisor. Noting a job development inventory score in the *Achieves* range, it was moved by Mr. Harrison and seconded by Mrs. Price that the Board accept the review. Ayes: Mrs. Collins, Dr. Varian, Mrs. Watkins, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

#### **IN THE MATTER OF VARIANCE REQUESTS**

Mr. Kauffman reviewed Ohio Administrative Code 3701-28-19 governing variance or waiver of certain provisions of the water well rules, then presented the following requests for variance from established codes.

##### ***Arthur Sidell, 509 North Stadium Drive, Xenia***

Mr. Sidell requested variance from Ohio Administrative Code 3701-28 to place a well four (4) feet from the house at 9743 Lake Breeze Drive, Belle Center. Sanitarian Lisa Engle recommended approval as the small lot size limits locations, and confirmed the hardship requirements.

***Rick Eversman, 4770 Blue Meadow Lane, Cincinnati***

Mr. Eversman requested variance from Ohio Administrative Code 3701-28 to maintain an existing well 14 feet from the road, four (4) feet from the house, and two (2) feet from a parking area at 7559 Park Avenue, Russells Point. Sanitarian Lisa Engle recommended approval due to limited lot size, and confirmed the hardship requirements.

It was moved by Dr. Varian and seconded by Mr. Harrison that the Board approve individual variances for Mr. Sidell and Mr. Eversman, both to become invalid with the availability of central water supply. Ayes: Mrs. Collins, Mrs. Price, Mrs. Watkins, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

***Harold Pelfrey, 7176 SR 508, DeGraff***

Mr. Pelfrey requested variance from Ohio Administrative Code 3701-28 to maintain an existing well 6 feet 8 inches from a new well, where Ohio Administrative Code 3709-28 requires 10 feet. Following discussion on how the statute applies to maintaining an old well for geothermal use, and confirmation by Mr. Kauffman that the applicant does not appear to meet the hardship requirements stated in the Code, it was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board deny the variance request. Ayes: Mrs. Price, Dr. Varian, Mr. Harrison, Mrs. Collins, Mrs. Watkins. Ayes: all. Nays: none. Motion carried.

**IN THE MATTER OF ANNUAL EVALUATION – D. BAUGHMAN**

Director of Nursing Kay Schroer presented the annual performance evaluation of Diana Baughman, LPN/Aide for the Home Health Agency, as prepared by her supervisor Jennifer Wren. Noting a job development inventory score in the *Achieves* range, it was moved Dr. Varian and seconded by Mr. Harrison that the Board accept the evaluation. Ayes: Mrs. Collins, Mrs. Price, Mrs. Watkins, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

Mrs. Schroer announced a very positive three-day audit of the WIC Program by the Ohio Department of Health, and a successful 5K Walk commemorating Public Health Month and Immunizations Week. She also stated that health education activities are numerous, and infectious disease activity is on the increase. Health Commissioner Dr. Boyd Hoddinott shared an article he penned entitled “The Immunization Story”, and Mrs. Schroer noted that a special measles, mumps, and rubella vaccine clinic is scheduled later today for the Amish community in the Belle Center area using state provided vaccine. She then offered the following nursing statistics for the month of March.

Home Health: 30 patients; 11 admissions; 155 RN visits; 49 HHA visits; 69 PT visits; 30 OT visits

Public Health: 1 nursing visit; 7 active lead cases; 17 TB skin tests; 8 BCMH visits/55 contacts; 3 newborn home visits; 1 HIV Test; 1 HEP C test; 12 head lice checks

Immunization Program: 47 child clients/125 injections; 37 adult clients/43 injections; 13 flu shots

Women, Infants and Children: 49 new clients; 120 recertifications; 806 total participants

Communicable Disease: Chlamydia (10); Gonorrhea (1); Hepatitis C (3); Influenza (2); Salmonella (1); Legionellosis (2)

Health Education: 3 other agency classes/3 attendees; 1 community class/110 attendees

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented the health district financial reports for the month of March, noting receipt of first half tax revenue from inside millage, and payment of annual workers compensation premiums. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board authorize President Spath to approve review of the reports. Ayes Mrs. Price, Mrs. Collins, Mr. Harrison, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF ROUTINE BOOKKEEPING MATTERS**

It was moved by Mr. Harrison and seconded by Mrs. Price that the Board confirm the following bookkeeping transactions completed by the Administrator during the month of April. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

*District Health Fund 063*

- \$2500.00 From 063-450-01110 Workers Compensation To 063-450-01030 Equipment

*Water Well Fund 050*

- \$150.00 From 050-400-01030 Lab Fees To 050-400-01100 OPERS

**IN THE MATTER OF MEMORANDUM OF UNDERSTANDING (MOU)-  
BOARD OF LOGAN COUNTY COMMISSIONERS/LOGAN COUNTY RECORDER**

Pursuant to Ohio Revised Code 149.412 governing the records commission for special taxing districts, it was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board approve an MOU with mutual assent between the Logan County Health District, the Board of Logan County Commissioners, and the Logan County Recorder designating the Logan County Records Commission as the records commission for the health district, effective this date. Ayes: Mrs. Price, Dr. Varian, Mr. Harrison, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF ANNUAL EVALUATION – L. MCGILL**

Ms. Downing presented the annual performance evaluation of Personnel Specialist Leica McGill. Noting a job development inventory score in the *Achieves* range, it was moved by Mrs. Watkins and seconded by Mrs. Price that the Board accept the review and authorize identified updates to the position description. Ayes: Mr. Harrison, Dr. Varian, Mrs. Collins, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF CONFIRMATIONS OF HIRING – D. GLUNT**

It was moved by Mrs. Price and seconded by Mr. Harrison that the Board confirm the hiring of Donna Glunt as Accreditation/Quality Improvement Coordinator retroactive to April 14, 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. Mrs. Glunt was present and welcomed by the Board. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF CONFIRMATION OF HIRING – L. BARNES**

It was moved by Mrs. Price and seconded by Mr. Harrison that the Board confirm the hiring of Leigh A. Barnes as Public Health Nurse II/Home Health effective May 12, 2014, with placement at Grade 26, Step 5 on the salary schedule, being \$23.36 hourly for 70 biweekly hours, subject to the standard 180-day probationary period. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting as June 4, 2014, at 1:00 p.m., President Spath adjourned the meeting at 2:12 p.m. without opposition.

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Don W. Spath, President

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Boyd C. Hoddinott, M.D., Secretary