

The Board of the Logan County Health District met in regular session on Wednesday, June 4, 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, Mrs. Price, Dr. Varian, Mrs. Watkins, Mr. Harrison, Mrs. Collins. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Guests included Steve Cummings, Mandy Loehr of the *Bellefontaine Examiner*, and Mike Vettori of *WPKO/WBLL*.

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

It was moved by Mr. Harrison and seconded by Mrs. Price that the Board approve the minutes of the May 7, 2014, meeting as mailed. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian, Mrs. Price, Mr. Harrison. 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 May 9, 16, 23, and 30, it was moved by Mrs. Price and seconded by Mrs. Collins that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Dr. Varian, Mr. Harrison, Mrs. Watkins, Mrs. Collins, Mrs. Price. 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 BOARD EDUCATION**

The DVD *Basic Policies for Small Governments* was viewed and discussed, featuring Courtney Shalosky, Quality and Technical Assurance Specialist of the State Auditor's Office. Topics included policies and procedures for credit/debit cards, cell phones, public records, cash management, personnel, travel expenses, budgets, and equipment.

#### **IN THE MATTER OF FOOD SAFETY VIOLATIONS**

##### ***YMCA of Central Ohio, YMCA Camp Willson Ranch, 2732 CR 11, Bellefontaine***

On May 6, 2014, Sanitarian Timothy Smith documented a repeat violation of Ohio Administrative Code 3717-1-04.4. The specific violation is the installation of a residential type dishwasher that does not meet the temperature and sanitization requirements of the rule. It was moved by Mr. Harrison and seconded by Mrs. Collins that the Board issue an order to immediately cease use of and remove the dishwasher within seven (7) days. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian, Mrs. Collins, Mr. Harrison. Nays: none. Motion carried.

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

##### ***JoAnn Watkins, 10391 TR 157, East Liberty (owner)***

Mrs. Watkins requests variance from Ohio Administrative Code 3701-29-02(C) to place a manufactured home at her residence at this address. She wishes to sell the existing house to her family and live in the manufactured home. The sewage system was installed in 2006, and Environmental Health Director Craig D. Kauffman recommended approval. It was moved by Mr. Harrison and seconded by Mrs. Price that the Board approve the variance with the condition that Mrs. Watkins be the sole occupant of the manufactured home, that the home be removed when she no longer resides there, and that a record of the variance be attached to the property deed. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

#### **IN THE MATTER OF ENVIRONMENTAL REPORTS**

The Environmental Health Director reported on the recent Solid Waste Program survey completed by the Ohio Department of Health which revealed no deficiencies. Mr. Kauffman also announced that the owner of the Blackhawk Inn has complied fully with the ordered issued by the Board last month, and a public health threat no longer exists.

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

Director of Nursing Kay Schroer presented the current schedule of adult and child private pay (non-VFC or ODH provided) vaccines for quarterly adjustment based on actual cost. It was moved by Dr. Varian and seconded by Mrs. Price that the Board approve an increase for Zostavax vaccine from \$195 to \$205 per dose effective July 1, 2014. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF SERVICES AGREEMENT – VAXCARE CORPORATION**

Mrs. Schroer requested approval to again utilize the services of VaxCare Corporation for provision of seasonal flu shots for the upcoming season. It was moved by Mrs. Price and seconded by Mrs. Collins that the Board enter into the agreement as per the presented fee schedule. Ayes: Mrs. Watkins, Mr. Harrison, Dr. Varian, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

The Nursing Director discussed the recent Ohio Department of Health audit of the WIC program, announcing that the corrective action plan for minor discrepancies has been accepted. She also relayed that the public health nursing staff is working hard on increasing newborn home visit referrals, and that infectious disease investigation activities have consumed much staff time with the recent outbreaks of measles and mumps. Mrs. Schroer then offered the following April 2014 nursing division statistics:

Home Health: 36 patients; 13 admissions; 183 RN visits; 32 HHA visits; 64 PT visits; 17 OT visits, 1 ST visits

Public Health: 8 active lead cases; 4 pediatric nurse assessments; 15 TB skin tests; 18 BCMH visits/55 contacts; 3 newborn home visits; 1 HIV/Hepatitis C clinic; 3 head lice checks

Immunization Program: 34 child clients/87 injections; 35 adult clients/45 injections

Women, Infants and Children: 41 new clients; 83 recertifications; 784 total participants

Communicable Disease: 15 confirmed- Chlamydia (6); Gonorrhea (1); Cryptosporidium (1); Influenza (1); Pertussis (2); Legionellosis (1); Mumps- suspected/tested (3)

Health Education: 9 other agency classes/20 attendees

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented financial reports for the month of April, with routine expenditures noted and revenue on target to meet budget projections. It was moved by Mrs. Collins and seconded by Mr. Harrison that the Board authorize President Spath to approve review of the reports. Ayes: Dr. Varian, Mrs. Price, Mrs. Watkins, Mr. Harrison, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF POLICY UPDATE – HIPAA**

It was moved by Mrs. Watkins and seconded by Mr. Harrison that the Board approve revisions to the Logan County Health District Health Information Portability and Accountability Act (HIPAA) Policies and Procedures pending legal counsel review, incorporating the most recent Federal requirements. Ayes: Dr. Varian, Mrs. Collins, Mrs. Price, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF NOTICE OF AWARD – PUBLIC HEALTH EMERGENCY PREPAREDNESS FY15**

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board accept the grant award of \$85,346.00 to fund the Public Health Emergency Preparedness program for the period 7/1/14 to 6/30/15. Ayes: Mrs. Price, Dr., Varian, Mr. Harrison, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd Hoddinott discussed the process for investigation of infectious diseases, and praised the health district staff for their extraordinary efforts in this regard.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for 1:00 p.m. on Wednesday, July 2, 2013, and noting the both Mrs. Price and Dr. Varian will absent, Mr. Spath adjourned the meeting at 2:00 p.m. without opposition.

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Don Spath, President

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Boyd C. Hoddinott, M.D., Secretary