

The Board of the Logan County Health District met in regular session on Wednesday, August 6, 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 Safety/Sanitation Coordinator Timothy Smith. Guests included Bob Alexander, Pete Gerace, Flo Gerace, Lisa Engle, and Cindy Mabrey. Reporter Mandy Loehr of *The Bellefontaine Examiner* was also in attendance.

IN THE MATTER OF MINUTES

It was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board approve the minutes of the July 2, 2014, regular meeting as presented. Ayes: Mrs. Price, Mrs. Collins, Dr. Varian, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF MONTHLY BILLS

Noting that the Administrator presented vouchers for recurring and time-sensitive bills to the county auditor on July 11, 18, and 25, it was moved by Mr. Harrison and seconded by Dr. Varian that the Board confirm payment of those bills presented on their behalf, and approve the current bill vouchers and order the bills paid. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF SCHEDULED HEARING

Dennis Kingery, Loveland, Ohio

Mr. Kingery has property at Logan County Parcel 51-032-12-08-008-000 on Waterbury, Lakeview, at the corner of Maple and Willow Streets. On June 9, 2014, a written request was received from the Washington Township Trustees to inspect the property with the consideration of demolition. Neighboring property owner Bob Alexander was present and addressed the Board with his concerns. Sanitarian Timothy Smith confirmed that on July 3, 2014, a citation was issued to Dennis Kingery by certified mail and by posting the property requiring any interested party to attend a hearing on this date (ORC 3707.02). No response was received from Mr. Kingery, and he (nor a representative) was not present today. Sanitarian Lisa Engle confirmed that the structure meets the condemnation protocol and that it has been abandoned for a number of years. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board condemn the structure, and authorize Washington Township to demolish it at their cost. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE ABATEMENT

Phyllis N. King (deceased), 8866 SR 368, Huntsville

This home owned by the deceased has holes in the outside of the house and the inside full of solid waste and clothing. Electrical service is on and water service is turned off. There is cat feces throughout, and the toilet is overflowing with human waste. The garage has trash and mattresses inside and the eaves are collapsing. Open and broken out windows are noted on the house and boat house. Tim Clay, who is listed as the tax mailing recipient by the Logan County Auditor, was notified and indicated that the necessary work would be completed. Sanitarian Lisa Engle re-inspected on July 22, 2014, and observed no change. The Lakeview fire chief also submitted a letter indicating various concerns. Neighbor Pete Gerace once again addressed the Board with the concerns of the neighborhood. As the legal owner is deceased, it was moved by Mr. Harrison and seconded by Mrs. Price that the Board issue a notice by certified mail to Tim Clay to appear for a hearing on September 3, 2014, to show cause why the Board should not authorize the abatement of the nuisance by demolition and removal of all debris; and further, that the property be posted with a hearing notice for any interested party pursuant to Ohio Revised Code 3707.02. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian, Mrs. Price, Mr. Harrison. 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 – PUBLIC HEALTH ACCREDITATION

The DVD *Public Health Accreditation - Ohio* was viewed and discussed, featuring Susan Tilgner, Health Commissioner, Franklin County Public Health. Topics included explanations of public health accreditation and the accreditation board (PHAB), the prerequisites, the seven steps of accreditation, and the costs and benefits.

IN THE MATTER OF ANNUAL EVALUATION – K. CASADY

Mr. Smith presented the annual performance evaluation of Sanitarian Kim Casady, as prepared by Environmental Health Director Craig D. Kauffman. Noting an *Achieves* job development inventory score, it was moved by 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 NUISANCE COMPLAINT***Rand's Auto Parts, 4971 CR 130***

Rodney Burnside, proprietor, has stockpiled hundreds of scrap tires at this property that he is leasing. He has indicated that he has a permit from the Ohio Environmental Protection Agency (OEPA) for a scrap tire recovery facility. OEPA does not appear to have such a permit, and Mr. Burnside has not produced one. Therefore, this condition constitutes open dumping which is prohibited by Ohio Revised Code 3734.03, as well as various violations of the scrap tire storage regulation in the Ohio Administrative Code. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board issue an order to Mr. Burnside to properly store the tires within seven (7) days or remove all tires from the property within 30 days. Ayes: Mr. Harrison, Dr. Varian, Mrs. Collins, Mrs. Price, Mrs. Watkins. Nays: all. Motion carried.

IN THE MATTER OF REQUESTS FOR VARIANCE

The Safety/Sanitation Coordinator presented the following requests for variance from the Ohio Administrative Code (OAC).

David Glett, 2647 CR 13, Bellefontaine

Mr. Glett requested extension of a variance issued in August 2013 to maintain a manufactured home connected to an existing sewage system during remodeling of an existing house at 7850 CR 13, DeGraff. Environmental Health Director Craig D. Kauffman recommended an extension of nine (9) months.

Ronald Watt, 11111 Shawnee Path, Lakeview

Mr. Watt requested variance from OAC 3701-28 to place a well seven (7) feet from a house, six (6) feet from a property line, 18 feet from a road, and three (3) feet from the driveway at this address. Sanitarian Lisa Engle recommended approval due to lot size and hardship.

Kathy Godwin, 7254 Allen Drive, Russells Point

Ms. Godwin requested variance from OAC 3701-28 to place a well five (5) from the driveway at this address. Sanitarian Lisa Engle recommended approval as the best location on the property.

Thomas Thompson, 1685 TR 216, Bellefontaine

Mr. Thompson requested variance from OAC 3701-29-02(K) to build an addition onto his home at this location that will be six (6) feet from one corner of the septic tank. Sanitarian Matthew Stonerock recommended approval as room for septic tank maintenance will be adequate.

Following presentation of all requests, it was moved by Dr. Varian and seconded by Mrs. Watkins that the Board grant each individual variance, to become invalid with the availability of central water supply. Ayes: Mr. Harrison, Mrs. Price, Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – K. REAVER/T. DAVIS/K. DAVIS

Director of Nursing Kay Schroer presented annual performance evaluations for Public Health Nurse Kelly Reaver and WIC Nurses Tracy Davis and Kathleen Davis. Noting *Achieves* scores on the job development inventory for each employee, it was moved by Mr. Harrison and seconded by Mrs. Collins that the Board accept all evaluations. Ayes: Dr. Varian, Mrs. Price, Mrs. Watkins, Mrs. Collins, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF FINANCIAL HARDSHIP POLICY ADOPTION

The Nursing Director requested adoption of a policy to serve as the vehicle to allow discounts and donations to be received for vaccine administration services when payment in full would result in financial hardship for the client. Noting that the policy applies only to non-VFC clients, it was moved by Dr. Varian and seconded by Mrs. Price that the Board adopt the policy with identified clarifications. Ayes: Mrs. Collins, Mr. Harrison, Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried. (See policy in Notes to Minutes.)

IN THE MATTER OF NURSING REPORT

Mrs. Schroer announced a 2% increase in breastfeeding rates for WIC clients between the first and second quarters, as well as efforts to promote early back to school immunizations. She then offered the following June 2014 nursing division statistics:

Home Health: 44 patients; 11 admissions; 220 RN visits; 56 HHA visits; 101 PT visits; 57 OT visits; 9 ST visits

Public Health: 5 active elevated lead cases; 20 TB skin tests; 18 BCMH visits/65 contacts; 8 newborn home visits; 1 HIV/HEP C clinic/1 test each

Immunization Program: 44 child clients/115 injections; 56 adult clients/68 injections

Women, Infants and Children: 50 new clients; 92 recertifications; 809 total participants

Communicable Disease: 18 confirmed- Chlamydia (10); Hepatitis C (1); Giardia (1); Bacterial Meningitis (1); Pertussis (4); Salmonella (1)

Health Education: 17 other agency classes/9 attendees; 2 community classes/37 attendees

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented financial reports for the month of June. She also explained the gradual transition to a 100% reimbursement system by the Ohio Department of Health for all subgrantees that began with the FY15 PHI Grant fiscal year on July 1. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board authorize President Spath to approve review of the reports. Ayes Mrs. Price, Dr. Varian, Mr. Harrison, Mrs. Collins, Mrs. Watkins. 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 matters as completed by the Administrator during the month of July to meet current obligations. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

Transfer of Appropriated Funds***District Health Fund 063***

- \$ 300.00 from 063-450-01071 SW Travel to 063-450-01102 SW OPERS
- \$ 405.00 from 063-450-01021 SW Salaries to 063-450-01101 SW Health & Life Insurance
- \$ 295.00 from 063-450-01103 SW Workers Compensation to 063-450-01101 SW Health & Life Insurance
- \$ 2500.00 from 063-450-01040 Capital Improvements to 063-450-01080 Repairs/Service

IN THE MATTER OF SERVICE AGREEMENT – OSU COLLEGE OF PUBLIC HEALTH

With confirmation that the agreement was reviewed and approved as form by the Logan County Prosecutor, it was moved by Mr. Harrison and seconded by Dr. Varian that the Board enter into an agreement with The Ohio State University, College of Public Health, to assist the health district in development of a Strategic Plan as a requirement of Public Health Accreditation at a rate not to exceed \$5800.00 for the period August 6, 2014, to February 27, 2015. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – B. LANDIS/C. KAUFFMAN

Annual performance evaluations were presented for Home Health Clerical Specialist Brenda Landis and Environmental Health Director Craig D. Kauffman by the Administrator and Health Commissioner, respectively. Noting an *Achieves* score in all areas for both employees, it was moved by Dr. Varian and seconded by Mrs. Collins that the Board accept both evaluation. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF RESIGATION – C. MABREY

Mrs. Collins read a letter addressed to the Board from Assistant Director of Nursing Cindy Mabrey announcing her resignation for the purpose of retirement effective December 1, 2014. Mrs. Mabrey was present, and was thanked for her years of service to the agency and the citizens of the health district. It was moved by Dr. Varian and seconded by

Mr. Harrison that the Board accept the resignation with deep regret. Ayes: Mrs. Collins, Mrs. Price, Mrs. Watkins, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd Hoddinott offered comments regarding visits by various Women, Infants and Children (WIC) programs, including the Coshocton WIC staff today, to observe Logan County WIC's no-appointment approach to servicing clients, the first pilot program in the state.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting at 1:00 p.m. on Wednesday, September 3, 2014, and noting that neither the Health Commissioner nor Dr. Varian will be in attendance, Mr. Spath adjourned the meeting at 2:40 p.m. without opposition.

Don Spath, President

Boyd C. Hoddinott, M.D., Secretary