



The Board of the Logan County Health District met in regular session on Wednesday, November 5, 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 were Mr. Spath, Mrs. Watkins, Mr. Harrison, and Mrs. Collins, constituting a quorum with the President voting. 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. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vetorino of *WPKO/WBLL Radio* were also in attendance.

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

It was moved by Mr. Harrison and seconded by Mrs. Collins that the Board approve the minutes of the October 1, 2014, regular meeting as reviewed. Ayes: Mrs. Watkins, Mr. Spath, Mrs. Collins, 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 October 3, 10, 17, 24, and 31, it was moved by Mrs. Watkins and seconded by Mr. Harrison that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mr. Spath, Mrs. Collins, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

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

The education segment of the meeting was postponed this month due to lack of the full Board.

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

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

**Dr. Varian joined the meeting at this time, 1:04 p.m.**

#### **IN THE MATTER OF SCHEDULED DEMOLITION HEARINGS – BROWN/McLAUGHLIN/JOHNSTON**

Scheduled demolition hearings for the following properties commenced. None of the property owners nor any representatives were present.

***Aaron Brown property at 215 Grove Street, Lakeview:*** No water service since April 2009; no sewer service since May 2013; vacant house; open boat in the yard; unable to view much of the home due to vegetation grown to the roof. A citation was sent to the owner in Dayton on July 22, 2014, with no response.

***Violet McLaughlin property at 410 Union Street, Lakeview:*** No water service since June 2012; no sewer service since February 2013; vacant manufactured home with open windows and skirting; open garage with no door; solid waste accumulation. A citation was sent to the owner in care of James Matthews on July 22, 2014, with no response.

***Eric Johnston property at 175 Hoon Beck Alley, Lakeview:*** No water service since 2012; no sewer service since January 2013; vacant manufactured home; solid waste accumulation. A citation was sent to the owner at a Lakeview post office box on July 22, 2014, that came back as unable to forward.

Following confirmation by Environmental Health Director Craig D. Kauffman that all legal notice requirements have been satisfied, it was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board condemn the individual properties and authorize removal of each by the Village of Lakeview at their expense. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

#### **IN THE MATTER OF PERENNIAL NUISANCE**

***Calvin Groeschel, 7471 Walnut Street, North Fork Addition, Belle Center***

The State of Ohio has been deeded this property, formerly owned by Mr. Groeschel, consisting of a gutted manufactured home and associated garbage and debris. The property has been a long standing nuisance and health risk to the neighborhood. Since the Board of Health's last order issued April 3, 2013, the property was not purchased

at Sheriff's sale and by court order deeded to the State of Ohio, c/o Logan County Treasurer. Mr. Kauffman recommended posting the property in accordance with Ohio Revised Code 3707.02, and issuing a notice to any interested party, including the Treasurer, of a hearing to be held before the Board of Health on December 3, 2014, for anyone to show cause why the Board should not authorize and pay for the abatement of the nuisance. The issue died for lack of a motion; however, the Board was in unanimous agreement that the Board President engage in a conversation with the manager of Indian Lake parks/docks, George Schultz, to determine if Indian Lake might address the clean-up.

#### **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.

##### ***Won Bong Cha, 1600 South Detroit, Bellefontaine***

Mr. Cha has an open garbage dump on his property on Township Road 179 (Logan County Parcel 12-092-00-00-025-001) where there is a large excavation approximately 50 feet from the edge of TR 179 that has solid waste in and around it. He has responded to citations requesting additional time since October 1, 2014, with the requests granted but the agreed upon times passed without change. Mr. Kauffman recommended an order to remove all solid waste within three (3) days of receipt.

##### ***Debra C. Watkins, 316 Garfield Avenue, Bellefontaine***

Ms. Watkins has junk, old furniture, a television, carpet and other solid waste behind and beside this residence. A citation was issued September 10, 2014, with no response. Mr. Kauffman recommended an order to remove all solid waste within three (3) days of receipt.

##### ***James J. Monteith, 708 East Columbus Avenue, Bellefontaine***

Mr. Monteith has property at 608 West Columbus Avenue, Bellefontaine, with a vacant house. The inside of the home is infested with cockroaches, and there is a broken out upstairs east side window, a broken out east side basement window, junk television and other debris scattered on the garage floor, trash in the weeds beside the garage and house, and an open and broken off fascia and soffit along the window at the very top of the front of the house. A citation was issued October 2, 2014, with no response. Mr. Kauffman recommended an order to treat the house for cockroaches and remove all solid waste within three (3) days of receipt, and to secure the buildings against entry by man and animal within 14 days of receipt.

##### ***Patricia Cummings, 7640 Williams Street, Lewistown***

Ms. Cummings' family is dumping buckets of human waste into the storm sewer. There is no septic tank to repair or clean, and there is no room for a secondary sewage treatment system at this time. Mr. Kauffman recommended an order to install a septic tank within 14 days.

Following review of individual case documents and recommendations, it was moved by Dr. Varian 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 *Won Bong Cha, Debra C. Watkins, James J. Monteith, and Patricia Cummings* be ordered to abate their individual nuisances within the recommended time frames and maintain their premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue individual orders on behalf of the Board. Ayes Mr. Harrison, Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

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

##### ***Gene Narciniak, PO Box 277, Russells Point***

Mr. Narciniak requested variance from Ohio Administrative Code 3701-28 to install a well 22 feet from Foster Street at his property at 7358 Foster Street, Russells Point, where the code requires 25 feet, and Mr. Kauffman recommended approval as the optimum option on the property. It was moved by Dr. Varian and seconded by Mr. Harrison that the Board grant the variance, to become invalid with the availability of central water supply. Ayes: Mrs. Collins, Mrs. Watkins, Mr. Harrison, Dr. Varian. 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 Matthew Stonerock, noting an *Achieves* score in all categories. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board accept the evaluation. Ayes: Mrs. Watkins, Mr. Harrison, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

**Dr. Varian left the meeting at this time, 1:50 p.m.**

**IN THE MATTER OF AMENDING LCHD REGULATION NO. 26**

Mr. Kauffman presented the first reading of new Regulation #26 (replacing existing Regulation #26), a new local regulation for sewage necessitated by the new Ohio Administrative Code 3701-29 regulating sewage treatment systems in Ohio, effective January 1, 2015. This regulation covers the sections of OAC 3701-29 that allows and requires approved Boards of Health to set local requirements, processes, and fees. Noting that a public hearing on the fee increases will be scheduled for the next meeting, it was moved by Mr. Harrison and seconded by Mrs. Collins that the Board approve the first reading of the amendment. Ayes: Mrs. Watkins, Mrs. Collins, Mr. Harrison. Nays: Mr. Spath. Motion carried.

**IN THE MATTER OF PROBATIONARY EVALUATION – L. BARNES**

Director of Nursing Kay Schroer presented the 180-day probationary evaluation for Home Health Nurse Leigh Barnes, as prepared by her supervisor, Jennifer Wren, RN. Noting an *Achieves* score in all categories, it was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board recognize completion of Mrs. Barnes' probationary period, and authorize her permanent hire with a 2% Cost of Living increase effective November 8, 2014. Ayes: Mr. Spath, Mrs. Collins, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF SERVICE CONTRACT – CSI MANAGED CARE, INC.**

In order for the health district's Home Health Agency to provide services in a more cost-effective manner, the Nursing Director requested Board approval of an agreement with CSI Managed Care, Inc., to contract with participating insurance providers for network services including claims submission and payment. It was moved by Mrs. Collins and seconded by Mr. Harrison that the Board authorize the Health Commissioner to enter into this contract, to become effective upon a successful enrollment application process. Ayes: Mrs. Watkins, Mr. Spath, Mr. Harrison, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

Mrs. Schroer announced two recent awards bestowed upon Logan County Home Health, and applauded the Home Health Agency staff. *Home Care Elite* is a distinction given to the 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 *HHCAHPS 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 point of view. She also reminded the Board of the final flu shot clinic of the season for all ages on November 13 from 1:00-6:00 p.m. The following statistics were then presented for the month of September.

Home Health: 35 patients; 9 admissions; 195 RN visits; 45 HHA visits; 79 PT visits; 27 OT visits; 5 ST visits

Public Health: 4 nursing visits; 9 active lead cases; 1 pediatric nursing assessment; 19 TB skin tests; 8 BCMH visits/57 contacts; 6 newborn home visits; 1 HIV/Hep C clinic; 3 head lice checks

Immunization Program: 75 child clients/141 injections; 28 adult clients/31 injections; 47 flu shots

Women, Infants and Children: 45 new clients; 116 recertifications; 824 total participants

Communicable Disease: 24 confirmed- Chlamydia (14); Gonorrhea (3); Hepatitis B (1); Hepatitis C (4); Campylobacter (1); Salmonella (1)

Health Education: 6 staff trainings-meetings/11 attendees

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented the health district financial reports for the month of September, noting expenses under budget by approximately 10% and revenue at 5% above projections. She expressed concern regarding the decreasing revenue in the Home Health Fund, but is hopeful that insurance contracting and decreased personnel costs will help turn this around. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board authorize President Spath to approve review of the reports. Ayes: Mr. Spath, Mr. Harrison, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**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 Mr. Harrison and seconded by Mrs. Watkins that the Board accept both evaluations. Ayes: Mrs. Collins, Mr. Spath, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF CHRISTMAS HOLIDAY CLOSING**

Upon recommendation of the health district's Leadership Team, it was moved by Mrs. Watkins and seconded by Mr. Harrison that in addition to Christmas Day the Board authorize closing of the health district offices to the public at 12:00 noon on Christmas Eve, and authorize 3.5 hours of additional holiday pay for all full-time employees, prorated for part-time employees; and further, that the offices be closed to the public on Friday, December 26, with employees not wishing to work authorized to use available accumulated leave for that day, subject to supervisor approval. Ayes: Mrs. Collins, Mr. Spath, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF PERSONNEL POLICY REVISION – SECTION 3.15**

Explaining that counties and health districts no longer report to the Ohio Department of Administrative Services, Ms. Downing presented a recommendation by the health district's management consulting firm, Clemans-Nelson and Associates, for a revision to personnel policies. It was moved by Mrs. Collins and seconded by Mrs. Watkins that Section 3.15 *Layoff/Reduction in Force* of the Logan County Health District Personnel Policy Manual be revised in accordance with Ohio Revised Code Section 134.321-124.328 and Ohio Administrative Code Chapter 123:1-47. Ayes: Mr. Harrison, Mr. Spath, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried. (See copy of the revision in *Notes to Minutes*.)

**IN THE MATTER OF INCREASING VITAL STATISTIC FEES – SECOND READING**

The Administrator presented the second reading of a \$4.00 fee increase for certified birth or death record copies effective January 1, 2015. It was moved by Mr. Harrison and seconded by Mrs. Collins that the Board approve the second reading. Ayes: Mrs. Watkins, Mr. Spath, Mrs. Collins, Mr. Harrison. Nays: none. Motion carried.

**IN THE MATTER OF 2014 OPERATING BUDGET**

The Administrator and the Health Commissioner reviewed the proposed 2015 final budget which was mailed to members for review. Revenue projections include an increase in funding from inside millage of \$50,000.00, 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, subject to financial stability. Noting that the budget is balanced with projected use of December 31, 2014, carryover from multiple funds of \$472,060.00, it was moved by Mrs. Watkins and seconded by Mr. Harrison that the Board approve submission of the 2015 operating budget in the amount of \$2,527,099.00 to the Board of County Commissioners, and that Ms. Downing be authorized to make the required appropriations request of the County Auditor. Ayes: Mrs. Collins, Mr. Spath, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting for December 3, 2014, at 1:00 p.m., President Spath adjourned the meeting at 2:32 p.m. without opposition.