

The Board of the Logan County Health District met in regular session on Wednesday, February 4, 2015. 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. Health District administration present was Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Guests included John Henschen, Michael Reffitt, and reporter Mandy Loehr of the *Bellefontaine Examiner*, along with LCHD staff members Steve Cummings and John Clary.

IN THE MATTER OF REVISED AGENDA

It was moved by Mrs. Watkins and seconded by Dr. Varian that Board accept the changes made to the mailed meeting agenda. Ayes: Mrs. Price, Mr. Harrison, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF MINUTES

It was moved by Mr. Harrison and seconded by Mrs. Price that the Board approve the minutes of the January 7, 2015, regular meeting as mailed. Ayes: Mrs. Watkins, 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 January 9, 16, 23, and 30, it was moved by Mrs. Watkins and seconded by Dr. Varian that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mrs. Price, Mr. Harrison, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

John Henschen of Lakeview addressed the Board regarding a home at 9635 Orchard Island Road that has no roof, no water, and is full of solid waste. Environmental Health Director Craig D. Kauffman will look into the matter.

IN THE MATTER OF BOARD EDUCATION

The DVD *Ethical Decision Making* was viewed, featuring Matt Stefanak, Public Health Ambassador and Instructor, Kent State University College of Public Health. Topics included: Learning Objectives, Rational, Clinical and Public Health Ethics, Accomplishments, Principles, Complimentary Roles of Law and Ethics, Definition and Ethical Framework for Decision Making, and Proposed Ethics-Related PHAB Accreditation Measures. A ten minute discussion followed.

IN THE MATTER OF NUISANCE VIOLATION

Marguerita Norviel, 16028 Buckeye Avenue, Belle Center, owns property at 9829 Blackhawk Drive, Seminole Island, Huntsville, with a vacant house with holes in the collapsing garage creating an animal harborage and residential danger. It was moved by Dr. Varian and seconded by Mr. Harrison that pursuant to Ohio Revised Code 3707.01 the conditions at this premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that Ms. Norviel be ordered to secure all openings in the structure to prevent entry of man or animal within seven (7) days and to maintain the property in a sanitary manner in the future; and that the Health Commissioner be directed to issue the order on behalf of the Board. Ayes: Mrs. Watkins, Mrs. Price, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF MANUFACTURED HOME PLACEMENT INSPECTIONS

Due to the cost of educating inspectors and performing inspections outweighing revenue, and the availability of private companies to perform the needed service, it was moved by Mr. Harrison and seconded by Dr. Varian that the Board authorize the Environmental Health Director to terminate the Memorandum of Understanding with the Ohio Manufactured Homes Commission to complete placement inspection per the terms of the agreement. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATION – T. SMITH

The Environmental Health Director presented the annual performance evaluation for Safety and Sanitation Coordinator Timothy Smith, noting a job development inventory score in the *Achieves* range for the 29-year employee. It was moved by Dr. Varian and seconded by Mrs. Price that the Board accept the review. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF JANUARY BOARD ORDERS

Mr. Kauffman updated the Board on the status of orders they issued last month as a matter of information.

IN THE MATTER OF NURSING REPORT

Mrs. Schroer compared the 2014 nursing statistics with 2013, discussing the changes and probable reasons. She then reviewed the following nursing statistics for December, 2014.

Home Health: 35 patients; 4 admissions; 161 RN visits; 28 HHA visits; 71 PT visits; 49 OT visits; 7 ST visits

Public Health: 1 home visit; 5 active lead cases; 14 TB skin tests; 33 BCMH contacts; 11 newborn home visits; 1 HIV/Hep C clinic/1 HIV test; 9 head lice checks

Immunization Program: 20 child clients/56 injections; 16 adult clients/22 injections; 17 flu shots

Women, Infants and Children: 52 new clients; 73 recertifications; 834 total participants

Communicable Disease: 20 confirmed- Chlamydia (4); Gonorrhea (6); Hepatitis B (2); Hepatitis C (3); Influenza (4); Yersiniosis (1)

Health Education: 5 staff trainings-meetings/10 attendees

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented final health district financial reports for 2014. Overall annual net revenue was 1% over projections and expenses 10% under. The general fund used approximately \$155,000 of the fund cash balance for the period, and the home health fund used \$120,000. She noted adequate cash balances in all funds to begin the new fiscal year, but the general fund will be tight until tax revenue is received. Acting upon a request from Health Commissioner Dr. Boyd Hoddinott to more fully educate the Board on the health district's budgeting process, she then discussed the cash basis accounting system. This presentation included funds and accounts, general vs. special revenue, cash vs. unencumbered balances, and how these figures relate to the budgeting process. It was moved by Mr. Harrison and seconded by Dr. Varian that the Board authorize President Spath to approve review of the reports. Ayes: Mrs. Watkins, Mrs. Price, Dr. Varian, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF EMERGENCY RESPONSE PLAN REVIEW

Health Commissioner Dr. Boyd Hoddinott presented the annual update to the Logan County Health District's Emergency Response Plan (ERP) for Board consideration. It was moved by Mrs. Watkins and seconded by Mr. Harrison that the Board approve the update ERP as presented. Ayes: Mrs. Price, Dr. Varian, Mr. Harrison, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF CONTRACT APPROVALS

Tetra Tech, Inc.

It was moved by Dr. Varian and seconded by Mrs. Price that the Board enter into a contract with Tetra Tech, Inc. of Cincinnati, Ohio, to assist the Logan County Health District in designing and delivering a full scale emergency exercise during the 2015 Public Health Emergency Preparedness grant year for the not-to-exceed fixed price of \$9000.00, to be delivered on or before June 30, 2015, and paid from PHEP funds. Aye: Mr. Harrison, Mrs. Watkins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

Kent State University College of Public Health

It was moved by Mr. Harrison and seconded by Mrs. Watkins that the Board enter into a contract with Kent State University to provide technical assistance in the development of a Community Health Improvement Plan for Logan County for the not-to-exceed price of \$3,000 to be completed by August 31, 2015, subject to prosecutor review and confirmation of funding. Ayes: Dr. Varian, Mrs. Price, Mrs. Watkins, Mr. Harrison. Nays: none. Motion carried.

Allen County Combined Health District

It was moved by Dr. Varian and seconded by Mr. Harrison that the board renew the contract with Allen County Combined Health District to provide residential and commercial plumbing inspections services as needed, at the rate

of \$30.00 per hour plus mileage at the current Logan County Health District reimbursement rate, for the period March 5, 2015 to March 5, 2016. Ayes: Mrs. Price, Mrs. Watkins, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER MARCH MEETING DATE

Health Commissioner Dr. Boyd Hoddinott announced that he would be absent for the March 4, 2015, regular meeting and requested to reschedule. It was the consensus of the Board to change the March meeting to Wednesday the 11th at 1:00 p.m., with the knowledge that Dr. Varian will be unable to attend.

IN THE MATTER OF ADJOURNMENT

With no further matters to consider, President Spath adjourned the meeting at 2:35 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary