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The Board of the Logan County Health District met in regular session on Wednesday, April 6, 2016. President Harrison called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Harrison, Dr. Varian, Mrs. Price, Mrs. Collins, Mrs. Watkins. 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. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vetorino of *WPKO/WBLL Radio* were also in attendance.

IN THE MATTER BOARD MEMBER APPOINTMENT - DISTRICT ADVISORY COUNCIL

Health Commissioner Dr. Boyd Hoddinott congratulated Mary C. (Chris) Watkins on her appointment by the Health District Advisory Council on March 24th to a five (5) year term on the Board of Health for the period April 1, 2016, to March 31, 2021.

IN THE MATTER OF MINUTES

It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board approve the minutes of the March 9, 2016, rescheduled meeting with identified typographical corrections. Ayes: Dr. Varian, Mrs. Price, Mrs. Collins, Mrs. Watkins. 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 March 11, 18 and 25, and April 1, 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: Mrs. Watkins, Dr. Varian, 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 *Communicable Disease and Contact Tracing* was viewed and discussed, featuring Jackie Fletcher, Director of the Family and Community Health Services Division, Knox County Health Department. Topics included classes of diseases (A, B, C) and reporting requirements for each; index case; contact tracing; contacts; suspect cases; and case histories of two Class A diseases.

IN THE MATTER OF LICENSEE VIOLATIONS

Bharat Shah, Licensee, Lakeview Marathon, 12500 SR 235, Lakeview

On March 21, 2016, sanitarian Kim Casady documented the following repeated violations of Ohio Administrative Code (OAC) 3717-1-05.1 and 06.4.

- 05.1: A hose was attached to the mop sink faucet without backflow prevention device.
- 05.1: No backflow prevention device on the water lines feeding the beverage dispensers.
- 06.4: Large hole in the wall behind the mop sink.

It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board issue an order to correct all violations within three (3) days. Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

Nursing Director Kay Schroer provided an overview of the health district's participation in a statewide infectious disease training exercise that was conducted this week. She said the health district, along with Mary Rutan Hospital, were among approximately 500 people from 30 different health districts and hospitals participating in the practice scenario. "Operation Decisive Medallion" also involved the Ohio Department of Health and Centers for Disease Control and Prevention, and satisfied a deliverable of the Public Health Emergency Preparedness grant. She also reminded the Board of the upcoming 5K Walk on April 16 for National Public Health and Infant Immunization week, and announced the date of the first adult dental clinic of the year for May 11. Mrs. Schroer then offered the following nursing statistics for the month of February.



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Public Health: 2 home visits; 8 active lead cases; 4 TB skin tests; 12 BCMH visits; 10 newborn home visits; 1 bereavement contact; 1 HIV clinic/0 tests; 3 head lice checks

Immunization Program: 31 child clients; 10 adult clients; 7 flu shots

Women, Infants and Children: 37 new clients; 58 recertifications; 720 total participants

Communicable Disease- 24: Chlamydia (16); Gonorrhea (4); Hepatitis C (3); Other (1)

Health Education: 6 staff trainings/meetings; 1 public class/5 participants

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented the health district financial reports for the month of February. She noted seasonal high revenue in the Food Safety fund due to food service licensing; continued collection of outstanding insurance claims in the Home Health fund; and annual remittance of the state portion of the Cherokee Run license fee to Ohio EPA. It was moved by Mrs. Collins and seconded by Mrs. Price that the Board authorize President Harrison to approve review of the reports. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING MATTERS

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

Transfer of Appropriated Funds

District Health Fund

- \$3350.00 From 063-450-01060 SW Contacts To 063-450-01101 SW Health & Life Insurance
- \$2000.00 From 063-450-01110 Workers Compensation To 063-450-01120 Phone & Utilities

IN THE MATTER OF INTERNSHIP AGREEMENT – OHIO UNIVERSITY

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board enter into an agreement with Ohio University Scripps College to provide clinical experience for qualified students under an internship program for the university's Accreditation/Health Education curriculum at no cost to the health district. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF POLICY ADOPTION – HUMANS IN RESEARCH

Following explanation that the Public Health Accreditation Board requires a clear policy or statement on the subject of protecting human subjects, it was moved by Dr. Varian and seconded by Mrs. Collins that the Board adopt Policy No. LCHD-AD-0002, Humans in Research, effective this date. Aye: Mr. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF 2017 ANTICIPATED BUDGET

Ms. Downing and Dr. Hoddinott reviewed the 2017 anticipated health district operating budget, which is required to be submitted to the county budget commission each year at this time. Projections assume the 2016 level of funding from inside millage of \$600,000.00, and is based on current trends for licenses, permits, and other fees. The budget provides for no salary increases, severance for two (2) administrative retirements, and the first installment of the accreditation application fee. Adjustments will be made based on actual cash balances before final approval in November. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board approve the anticipated budget as presented. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.



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IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd Hoddinott offered the *Report of Healthier Concession Policy Recommendations*, as an example of the health district's strategy to promote the public's health. A recent survey regarding healthier food choices at concession stands and evidence-based sources that influence proposed policy recommendations were discussed. As a result, concession stand owners and mobile food operators have been encouraged to adopt healthier concession policies. In recent months, two other *Healthy Habits, Healthy You* coalition agencies- the Bellefontaine Parks and Recreation District and the Hilliker YMCA- committed to selling these types of food items in their concession stands and vending machines.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for May 4, 2016, at 1:00 p.m., President Harrison adjourned the meeting at 1:57 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary