



The Board of the Logan County Health District met in regular session on Wednesday, December 7, 2016. President Harrison called the meeting to order at 1:03 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Harrison, Dr. Varian, Mrs. Watkins, Mrs. Collins. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Brown, Environmental Health Director Craig D. Kauffman, and Director of Nursing Kay Schroer. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Veterino of *WPKO/WBLL Radio* were also in attendance.

IN THE MATTER OF MINUTES

It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board approve the minutes of the November 2, 2016, regular meeting as mailed. Ayes: Mrs. Collins, Dr. Varian, 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 November 4, 11, 17, and 23, ^{and} December 2, it was moved by Mrs. Collins and seconded by Dr. Varian that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

No one was present for this portion of the meeting.

IN THE MATTER OF PUBLIC HEARING/FEE INCREASES

As ordered by the Board at the regular November meeting, a hearing commenced on the sewage program fee increases proposed last month by Environmental Health Director Craig D. Kauffman. No one was present for the hearing, and the following action was then taken:

RESOLUTION 2016-03

A Resolution amending Regulation No. 26, a regulation providing for the protection of the public health and safety of the citizens of the Logan County Health District.

It was moved by Mrs. Watkins that that Board adopt the following Resolution.

BE IT RESOLVED by the Board of Health of the Logan County Health District that Section Appendix: Fees of Regulation Number 26 be amended to wit:

- (3) An application for a design for an HSTS, SFOSTS or GWRS. \$120.00
- (4) Permit for the installation of a new or replacement HSTS and GWRS. \$276.00
- (5) Permit for the alteration of an existing HSTS and GWRS. \$276.00
- (6) Permit for the installation of a new or replacement SFOSTS. \$276.00
- (7) Permit for the alteration of an existing SFOSTS. \$276.00

Mrs. Collins seconded the motion, and on roll call the vote was as follows:

Dr. Varian- aye; Mrs. Collins- aye; Mrs. Watkins- aye.

This Resolution is hereby declared adopted on this 7th day of December in the year 2016, and shall be in full force and effect on January 1, 2017.


Robert G. Harrison, President


Boyd C. Hoddinott, Secretary

IN THE MATTER OF EMERGENCY PUBLIC WATER SUPPLY LAB FEE

Environmental Health Director Craig D. Kauffman presented a request to establish a laboratory fee for emergency water samples for public water supply testing. The issue culminates from water main breaks, mainly in the City of Bellefontaine, where boil advisory alerts must be issued until a safe test result is obtained. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board adopt the recommended fee consisting of the regular water sample fee, plus actual personnel salary and benefits, plus portal to portal mileage, plus 20% administrative costs, effective immediately. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried. Mr. Kauffman was also directed to draft a policy for adoption next month that establishes no precedent of obligation, as trained laboratory staff will not be available 24/7/365.

IN THE MATTER OF REQUESTS FOR VARIANCE

David Miller, 9531 CR 97, Belle Center

Mr. Miller requested variance from Ohio Administrative Code 3701-29 to place a temporary manufactured home for his niece and her children at 9303 CR 97 and connect to the existing sewage system. The code allows one (1) sewage system per dwelling/building. Mr. Kauffman explained that the existing sewage system is new, and recommended approval for one (1) year with an option for one (1) additional year renewal with sewage system inspection, with failure of the system to terminate the variance. It was moved by Mrs. Collins and seconded by Dr. Varian that the Board grant the variance subject to the stated condition. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE VIOLATIONS

Eric Corwin, 9058 TR 166, West Liberty

Mr. Corwin has an accumulation of around 100 scrap tires at 6253 US 68 S, West Liberty. At the recommendation of the Environmental Health Director, it was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board issue an order to remove all tires within 21 days. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

Janice Rogers, 8223 Midway Drive, Russells Point

As a matter of information, Mr. Kauffman announced that Janice Rogers has applied for a stay of execution on the Board's resolution allowing Washington Township to remove structures and debris from her property at Midway Avenue, Russells Point, and that the township has been advised.

IN THE MATTER OF FOOD SERVICE LICENSE VIOLATION

Captain's Point, LTD, 305 East Harrison Street, Lakeview

Sewer service has been terminated at this licensed restaurant per Indian Lake Water Pollution Control, a violation of Ohio Administrative Code 3717. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board order the Health Commissioner to immediately suspend the food service license and notify the owner of the opportunity for a hearing. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kay Schroer compared October 2016 nursing statistics to October 2015, focusing on newborn home visits, BCMH, immunizations, WIC, and STD's/communicable disease. She also reported on health fairs attended, the upcoming breastfeeding support group special Christmas event, and the recent Norwegian scabies treatment clinic. The following statistics for the month of October were then presented.

Public Health: 6 active lead cases; 15 TB skin tests; 4 BCMH visits; 3 newborn home visits; 1 head lice check

Immunization Program: 63 child clients; 15 adult clients; 105 flu shots

Women, Infants and Children: 36 new clients; 80 recertifications; 691 total participants

Communicable Disease: Chlamydia (6); Gonorrhea (2); Hepatitis C (4); Other (1)

Health Education: 2 health fairs/66 participants; 12 staff trainings/meetings; 1 public class/8 participants

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Brown presented health district financial reports for the month of October. She noted general fund revenue at 98% of projections through the month of October, routine expenses, and adequate cash balances in all funds to meet 2016 appropriations. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board authorize President Harrison to approve review of the reports. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board confirm the following bookkeeping transactions necessary to meet routine operating expenses completed by the Administrator during the month of November. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

Transfer of Appropriated Funds

- Water Well Fund 050
 - \$740.00 FROM 050-400-01030 Lab Fees TO 050-400-01025 Remittance to State
 - \$180.00 FROM 050-400-01040 Lab Supplies TO 050-500-01080 Remit ODNR
- District Health Fund 063
 - \$3800.00 FROM 06 3-450-01000 Other Expenses TO 063-450-01100 OPERS
- Home Health Fund 066
 - \$5500.00 FROM 066-450-01050 Workers Compensation TO 066-450-01081 Refunds

IN THE MATTER OF INDEPENDENT PUBLIC ACCOUNTANT AGREEMENT

Mrs. Brown explained that the Auditor of State recently issued a Request for Proposal pursuant to Sections 117.11 and 115.56 of the Ohio Revised Code to contract with Independent Public Accountants (IAP) to complete public entity audits for the period January 1, 2015 through December 31, 2020. The Auditor of State, in consultation with individual public offices, recommended the proposal of the accounting firm Balestra Harr & Scherer, CPA's, as the most advantageous. At the recommendation of the Administrator, it was moved by Dr. Varian and seconded by Mrs. Collins that the Board enter into the proposed agreement for the set time period at the base rate of \$13,500.00. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF 2017 HEALTH INSURANCE PREMIUMS

The Administrator presented Leadership Team's recommendation for 2017 health insurance premiums as a cost saving measure. The proposed rates reflect a 30% employee share rounded to the nearest whole dollar, with one employee only option at a cost of \$100.00 monthly as required by the Affordable Care Act. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board adopt the proposed rates. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried. (See rate table in Notes to Minutes.)

IN THE MATTER OF FISCAL YEAR END FUND ENCUMBRANCES

It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board authorize Mrs. Brown to encumber sufficient funds to pay the basic operating expenses of the health district through the fiscal year ending December 31, 2016, in 2017. Ayes: Mrs. Collins, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried. (See list of encumbrances in Notes to Minutes.)

IN THE MATTER OF NEW POLICY - ETHICS OF PUBLIC HEALTH PRACTICE

Health Commissioner Dr. Boyd Hoddinott presented a policy for Board consideration developed for the purpose of establishing the framework for Public Health Ethics within operations of the health district. He noted that this is a necessary component of accreditation, and reviewed the 12 principles outlined in the policy. It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board adopt the policy as presented. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF ADDITIONAL HOLIDAY CLOSING

Following recommendation of the Leadership Team, it was moved by Dr. Varian and seconded by Mrs. Collins that the Board authorize closing of the health district office to the public on Friday, December 23, and authorize an additional one-half day paid holiday on that day, based on the regular weekly hours of each individual employee. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF CHA SUPPLEMENTAL REPORT

As a matter of information, Administrator Lisa G. Brown referenced the 2016 Supplemental Data Report to the 2015 Community Health Assessment (CHA) that was mailed to members in their meeting packets. The report included an update on opiate use in Logan County; a fact sheet of drug overdose data for Ohio; and Hepatitis C statistics for Logan County.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Dr. Hoddinott wished the Board a Merry Christmas, then briefly discussed the High Intensity Interval Training (HIIT) program he will be developing for the county. *Guinea Pigs* for this pilot program will be the employees of the health district, and he will be providing the necessary training equipment as his gift to the staff.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for January 4, 2017, at 1:00 p.m., President Harrison adjourned the meeting at 2:18 p.m. without opposition.

 1/4/17

Robert G. Harrison, President


Boyd C. Hoddinott, M.D., Secretary