



The Board of the Logan County Health District met in regular session on Wednesday, February 1, 2017. President Harrison called the meeting to order at 1:05 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Harrison, Dr. Varian, Mrs. Collins, constituting a quorum with the President voting. Health District administration present was Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Brown, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Reporters Reuben Mees of the *Bellefontaine Examiner*, and Mike Vettori of *WPKO/WBLL Radio* were also in attendance.

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

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board approve the minutes of the January 4, 2017, regular meeting as mailed. Ayes: Mr. Harrison, Mrs. Collins, Dr. Varian. 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 6, 13, 20, and 27, 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: Mr. Harrison, 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 BOARD EDUCATION**

The DVD: *The Board of Health's Role in Food Safety* was viewed, featuring Dave Covell, RS, MPH, Health Commissioner, Lorain County General Health District. Topics included ORC 3717 retail food establishments/food service operations; OAC 3717 Ohio Uniform Food Safety Code; Retail Food Safety Advisory Council; license fees; license action; clear and present danger to public health; failure to maintain; board hearing; food safety surveys; and the Food Safety Program. Discussion following the presentation included the Health Commissioner's authority to close food service operations due to foodborne illness, and LCHD's fee structure for licensing.

#### **IN THE MATTER OF SWOT ANALYSIS REVIEW**

Health Commissioner Dr. Boyd Hoddinott reviewed a recent SWOT (Strengths/Weaknesses/ Opportunities/Threats) Analysis completed by the health district staff. The Strategic Planning Committee decided to revisit the SWOT before completing annual review of the Strategic Plan in March. The top three comments in each category were reviewed in the areas of community, finance, program, management, and other. Dr. Hoddinott also offered comments on the financial burden the change in receipt of State grant monies will have on the health district's cash flow in the future. The new rules begin with FY18 grant fiscal years, and provide for payment based entirely on acceptable completion of grant deliverables with no start-up funding.

#### **IN THE MATTER OF ANNUAL REVIEW – EMERGENCY OPERATION (RESPONSE) PLAN**

Dr. Hoddinott presented a review of the health district's Emergency Operations Plan. Updates made to the plan since the last review in February 2016 were highlighted, as identified by Emergency Preparedness Coordinator Corinne Riegler. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board authorize the Board President to accept the updated plan as presented. Ayes: Mr. Harrison, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

#### **IN THE MATTER OF SCHEDULED HEARING – WILLIAM SHOOTS**

As ordered at the last meeting, a hearing commenced for William Shoots or a representative to appear and show cause why the Board should not furnish the labor to remove any remaining waste and bury any remaining dead animals at his 4840 CR 9 property. No one was present for the hearing. Environmental Health Director Craig D. Kauffman presented photographs of the property taken earlier in the day, stating the dead animal issue has been taken care of by other county entities. It was moved by Mrs. Collins and seconded by Dr. Varian that the Board authorize Mr. Kauffman to obtain and choose the lowest/best bid to remove

the remaining solid waste from the property; to research any financial assistance that may be available for the clean-up from other sources; and to certify the cost, if any, as a property tax lien. Ayes: Mr. Harrison, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

#### **IN THE MATTER OF NUISANCE VIOLATION**

##### ***Adrianna Russell, 685 W Center, West Mansfield***

Ms. Russell has trash bags on the porch and a burnt mattress and trash by the shed at this address. It was moved by Dr. Varian and seconded by Mrs. Collins 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 *Adrianna Russell* be ordered to remove all waste to an approved facility within three (3) days and maintain the property in a sanitary manner in the future. Ayes: Mr. Harrison, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

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

The Environmental Health Director presented the following requests for variance from established codes.

##### ***Dan and Linda Swords, 7189 Hoover Road, Orient***

The Swords requested variance from Ohio Administrative Code 3701-28 to replace a dwelling and maintain the new dwelling five (5) feet from the existing well (new in 2009) at 11525 Circle Drive, Lakeview, where the Code requires 10 feet. Sanitarian Lisa Engle recommended approval due to limited lot size.

##### ***Saroon, LLC, 2798 Sandusky Street, Zanesfield; Cori Morse, Manager***

Cori Morse requested variance from Ohio Administrative Code 3701-28 to place a well five (5) feet from the property line; 10 feet from the street; and five (5) feet from a deck at this business that she manages. Sanitarian Matthew Stonerock recommended approval as the only location that can get isolation from the sewage system.

It was moved by Mrs. Collins and seconded by Dr. Varian that the Board approve the individual variances, to become invalid with the availability of central water supply. Ayes: Mr. Harrison, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

**Mrs. Price joined the meeting at this time, 1:37 p.m.**

#### **IN THE MATTER OF GRANT AWARDS**

Director of Nursing Kay Schroer presented notices of two (2) nursing division grant awards for Board acceptance, explaining how the funds for each would be utilized.

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board accept a \$1000.00 Bright Futures Community Grant award from Delta Dental Foundation. Ayes: Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

It was moved by Mrs. Collins and seconded by Mrs. Price that the Board accept an \$1800.00 Community Impact Fund award from United Way of Logan County. Ayes: Dr. Varian, Mrs. Price, Mrs. Collins. Nays: none. Motion carried.

#### **IN THE MATTER OF NURSING REPORT**

The Nursing Director presented the monthly nursing report, comparing 2015 nursing statistics with those of 2016. She also discussed the 211 referral service first quarter report; the annual 5K Walk in commemoration of Public Health and Immunization Weeks scheduled for April 29 at Southview Park; and consideration by the health district's Leadership Team to offer ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training for staff in light of the recent shooting incident at West Liberty Salem school. The Health Commissioner also discussed the recent rash of overdose deaths in the county. Mrs. Schroer then reviewed stats for December 2016 as follows:

Public Health: 6 active elevated lead cases; 8 TB skin tests; 10 newborn home visits; 1 HIV clinic; 1 head lice check

Immunization Program: 38 child clients; 9 adult clients; 17 flu shots

Women, Infants and Children: 32 new clients; 35 recertifications; 661 total participants

Communicable Disease: 19 confirmed- chlamydia (13); gonorrhea (3); hepatitis B (1); hepatitis C (1); other (1)

Health Education: 4 staff trainings/meeting; 1 public class

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Brown presented financial reports for December 2016. Expenses were typical for month, and revenue included the 4<sup>th</sup> quarter landfill monitoring payment from the Solid Waste Management District and grant money from the Ohio Water Pollution Control Fund for completion of work on failed sewage systems. 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. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF QUARTERLY BOARD FINANCIAL TRAINING**

Mrs. Brown reviewed fourth quarter 2016 financial statements, and offered training on the numerous revenue accounts within the Sewage Treatment Fund. Beginning balances, revenue and expenditures, ending cash balances, and encumbrances were discussed for the period October 1, 2016 to December 31, 2016.

**IN THE MATTER OF ADDITIONAL NOTICE OF AWARD – FY17 PHEP GRANT**

It was moved by Mrs. Collins and seconded by Mrs. Price that the Board accept an additional award to the FY17 Public Health Emergency Preparedness grant of \$6315.00, taking the total grand award for the fiscal year to \$76,942.00. Ayes: Dr. Varian, Mrs. Price, Mrs. Collins. Nays: none. Motion carried.

**IN THE MATTER OF ESTABLISHMENT OF NEW FEES**

***Sharps Containers***

It was moved by Dr. Varian and seconded by Mrs. Price that the Board establish a fee of actual cost rounded to the next highest dollar for a sharps container provided to the general public. Ayes: Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

***Low Level Nurse Assessment Fee***

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board establish a fee of \$20.00 for a code 99211 low level nurse assessment to include but not be limited to immunization administration and head lice checks, subject to the hardship provision policy already established. Ayes: Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Dr. Hoddinott lead a discussion on the day and time of current monthly Board of Health meetings due to an increase in member absences, with no changes implemented. The discussion of another health levy attempt in the 2017 general election was also discussed, noting the filing deadline is August 9. The matter will be put on the agenda of the Health District Advisory Council annual meeting in March.

**IN THE MATTER MARCH MEETING DATE**

The Health Commissioner announced that he would be unavailable for the March 1, 2017, regular meeting and requested to reschedule. It was the consensus of the Board to change the March meeting to Wednesday the 8<sup>th</sup> at 1:00 p.m., acknowledging that Dr. Varian is unable to be in attendance.

**IN THE MATTER OF ADJOURNMENT**

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

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Robert Harrison, President

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Boyd C. Hoddinott, M.D., Secretary