



April 5, 2017
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The Board of the Logan County Health District met in regular session on Wednesday, April 5, 2017. President Harrison called the meeting to order at 1:02 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Harrison, Mrs. Price, Mrs. Watkins, constituting a quorum with the president voting. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Brown, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vektorino of *WPKO/WBLL Radio* were also in attendance. Leica McGill was a guest.

IN THE MATTER BOARD MEMBER APPOINTMENT - DISTRICT ADVISORY COUNCIL

Health Commissioner Dr. Boyd Hoddinott congratulated Robin Price on her reappointment by the Heath District Advisory Council on March 23 to another five (5) year term on the Board of Health for the period April 1, 2017, to March 31, 2022.

IN THE MATTER OF MINUTES

It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve the minutes of the March 8, 2017, rescheduled meeting as presented. Ayes: Mr. Harrison, Mrs. Price, 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 10, 17 and 24, and 31, it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mr. Harrison, Mrs. Watkins, 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 NUISANCE VIOLATIONS

Environmental Health Director Craig D. Kauffman presented the following nuisances in violation of Ohio Revised Code 3707.01 for Board action following citizen complaints and non-compliance with sanitarian orders.

Shane Rice, 11543 Channel View, Lakeview

Trash, furniture, scrap wood, dismantled motorcycle, disconnected sewer. Recommendation: Issue order to remove all solid waste within three (3) days and reinstate condemnation.

Catherine Ogden, 7036 Allen Drive, Russells Point

Litter all over the property, open recreational vehicle, pickup truck full of garbage. Recommendation: Issue order to remove all solid waste within three (3) days and secure RV.

Tim McGlocklin, 11016 Elm Street, Lakeview

Trash bags, mattresses, couches, appliances piled in the yard, no sewer. Recommendation: Issue order to remove all solid waste and reinstate sewer service within three (3) days.

It was moved by Mrs. Price and seconded by Mrs. Watkins that pursuant to Ohio Revised Code 3707.01 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 *Shane Rice*, *Catherine Ogden*, and *Tim McGlocklin* each be ordered to abate their individual nuisances by the means recommended and maintain the premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue the order on behalf of the Board. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER FOF VARIANCE REQUESTS

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

Martin S. Eicher, 4681 TR 215, Lewistown

Mr. Eicher requested variance from the Ohio Sewage Regulation 3701-29 testing requirement to install a state approved privy at his residence. The new code requires homeowners to be registered sewage installers to install their own systems. Following Mr. Kauffman's recommendation, it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board approve a one-time variance from testing requirements. Ayes: Mr. Harrison, Mrs. Watkins, Mr. Price. Nays: none. Motion carried.

Jason Vogel, 8695 Liberty Trace, West Liberty

Mr. Vogel requested variance from Ohio Administrative Code 3701-28 to install a well three (3) feet from the property line and two (2) feet from a driveway at 10835 Scioto Drive Huntsville. Sanitarian Lisa Engle recommended approval as the existing well is going dry and is too close to the existing sewer.

Barbara Baker, 11159 McAlpine Way, Lakeview

Ms. Baker requested variance from Ohio Administrative Code 3701-28 to install a well four (4) feet from a sealed well. Sanitarian Lisa Engle recommended approval due to lot size, existing concrete, and two large trees, noting the existing well will be sealed.

Andy Fissel, 4149 TR 187, West Liberty

Mr. Fissel requested variance from Ohio Revised Code 3701-29 to remove a room addition currently existing over the top of part of the septic tank and rebuild two (2) feet from the septic tank where the code requires ten feet. Sanitarian Matthew Stonerock recommended approval as an improvement to set backs.

Following presentation of the three requests and consideration of recommendations, it was moved by Mrs. Watkins and seconded by Mrs. Price that the Board grant each variance, with the wells to become invalid with the availability of central water supply. Ayes: Mr. Harrison, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF REVISION – RESOLUTION #2003-08

The Environmental Health Director explained that a recent Ohio Department of Health survey of the Food Service program revealed a necessary change to Logan County Health District Resolution #2003-08 adopted on August 5, 2009, giving certain authority to the Health Commissioner for emergency measures. It was moved by Mrs. Price that the wording of the last line of the resolution be revised to read, "...immediate danger to the public health." The motion was seconded by Mrs. Watkins, and on roll call the vote was unanimously in favor.

RESOLUTION #2003-08

04/05/17 Revision

A Resolution providing for the protection of the Public Health and Safety of the Citizens of the Logan County Health District.

BE IT RESOLVED by the Board of Health of the Logan County Health District, a majority of the members concurring, that authorization is hereby given to the Health Commissioner to suspend or revoke retail food establishment licenses under authority of Ohio Revised Code 3717.29(C)(1) and food service operation licenses under authority of Ohio Revised Code 3717.49(B)(1) on behalf of the Board in cases of violations that present an immediate danger to the public health.

On roll call the vote was as follows:

Dr. Varian- absent; Mrs. Price- aye; Mrs. Watkins- aye; Mrs. Collins- absent; Mr. Harrison- aye

This Resolution is hereby adopted on this 5th day of April in the year 2017, and shall be in full force and effect immediately.

Robert Harrison, President

Boyd C. Hoddinott, MD, Secretary

IN THE MATTER OF NURSING REPORT

Nursing Director Kay Schroer reviewed nursing division statistics for the month of February as listed below. She announced that flu shots will be given until June or until stock depleted, and outlined the numerous activities of the health education committee including upcoming health fairs and a diabetes presentation to Kiwanis.

Public Health: 6 active lead cases; 5 TB skin tests; 4 BCMH visits; 13 newborn home visits; 1 HIV clinic/0 tests

Immunization Program: 30 child clients; 18 adult clients; 34 flu shots

Women, Infants and Children: 43 new clients; 90 recertifications; 661 total participants

Communicable Disease- 30: Chlamydia (11); Hepatitis C (1); Other (18)

Health Education: 1 health fair/100 participants; 2 staff trainings/meetings; 1 public class

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Brown presented the health district financial reports for the month of February. She noted typical expenses, increased revenue in the Food Safety fund due to seasonal food service licensing, and receipt of funding for both federal grants. It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board authorize President Harrison to approve review of the reports. Ayes: Mr. Harrison, Mrs. Price, Mrs. Watkins. Ayes: none. Motion carried.

IN THE MATTER OF NEW CONTRACT – INDIANA STATE UNIVERSITY

It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve an agreement for on-site clinical learning experience for students of Indiana State University enrolled in programs of the College of Health and Human Services, pending approval as to form by the Logan County Prosecutor. Ayes: Mr. Harrison, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF PERSONNEL POLICY REVIEWS

Personnel Policies 6.04 “Use of Computer Hardware, Software, and Data” and 6.11 “Internet, Electronic Mail, and Online Services Use” were both reviewed as an accreditation requirement. It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board approve review of both policies with no recommended updates or revisions. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF POLICY REVISIONS

Mrs. Brown reviewed recommended revisions to various sections of personnel policies as recommended by the health district’s HR consulting firm, Clemans-Nelson and Associates. Noting that changes in State of Ohio law and recent State Personnel Board of Review determinations were the driving forces behind the proposals, it was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve the outlined changes to the following policies effective this date. Aye: Mr. Harrison, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

- 7.11 Violence in the Workplace
- 7.14 Carry and Concealment of Weapons
- 8.04 Guidelines for Disciplinary Action and Penalties

IN THE MATTER OF ADDITIONAL FUNDING AWARD – 2017 PHEP GRANT

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board accept \$9694 in additional funding for the 2017 Public Health Emergency Preparedness grant from Budget Period 5 carryover funds, for a total grant award of \$86,636. Ayes: Mr. Harrison, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF 2018 ANTICIPATED BUDGET

Administrator Lisa G. Brown and Health Commissioner Dr. Boyd Hoddinott reviewed the 2018 anticipated health district operating budget, which is required to be submitted to the county budget commission each year at this time. Projections assume the 2017 level of funding from inside millage of \$600,000.00, and is based on current trends for licenses, permits, and other fees. Projections provide for a 2% cost of living adjustment for all permanent staff, final installment of the accreditation application fee, and severance for two (2) administrative retirements. Understanding

that adjustments based on cash balances will likely be necessary before final approval in November, it was moved by Mrs. Watkins and seconded by Mrs. Price that the Board approve the anticipated budget as presented. Ayes: Mr. Harrison, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd Hoddinott presented the Access Resource Coalition (ARC) 4th quarter 2016 report which was used to update the 2015 Community Health Assessment. The report reaffirmed that the areas around Indian Lake and Bellefontaine had the most needs for social services, with the top needs identified as housing, rent assistance, utility assistance, and food. The highest percentage of calls came from the Bellefontaine area of the county (68% vs. 44% of population). The Indian Lake area, which includes Russell's Point and Lakeview (15%) made the next highest percentage of calls.

Dr. Hoddinott also made a suggestion to change the regular June meeting to May 31, as he will be out of the country the first two weeks in June and there are five weeks in May. Mrs. Watkins stated she would not be available that day, and the topic will be discussed further at the regular May meeting.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for May 3, 2017, at 1:00 p.m., President Harrison adjourned the meeting at 1:48 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary