



The Board of the Logan County Health District met in regular session on Wednesday, February 7, 2018. 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, Dr. Varian, Mrs. Watkins, Mrs. Collins. Health District administration present was Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Brown, Interim Director of Nursing Kelly Reaver, Environmental Health Director Timothy M. Smith, Accreditation/QI Coordinator Donna Metzler, and IT Program Manager Steve Cummings. Staff members included John Clary and Leica McGill, along with guests Richard Stewart, Wilma Daley, Marsha Wright, Chad New, and Steve Terrill. Reporter Mandy Loehr of the *Bellefontaine Examiner* was 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 3, 2018, regular meeting as mailed. Ayes: Mrs. Watkins, 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 5, 12, 19, and 26, and February 5, it was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board confirm the bill vouchers and order the current bills paid. Ayes: Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER BOARD EDUCATION/ACCREDITATION UPDATE

The DVD: *PHAB Site Visit Tips for Board of Health* was viewed, featuring Sheila Hiddleston, RN, MS, Health Commissioner, Delaware General Health District. Topics included Objectives, Ohio Revised Code sections governing Health Districts, Engaging the Governing Entity (Board of Health), PHAB Standards, Sample Agenda, Document Submission Prior to Site Visit, Trial Run, Sample Questions, and Resources. Following the ensuing discussion, Accreditation/QI Coordinator Donna Metzler presented progress updates on Accreditation activity, Strategic Planning, 2018 Community Health Assessment (CHA), Quality Improvement/Performance Management, and a current rundown of submitted grant applications. The Board was in agreement that Accreditation review should be a part of the next three (3) regular monthly meetings in preparation for the May 23-24 site visit.

IN THE MATTER OF PUBLIC FORUM

No one was present for this portion of the meeting.

IN THE MATTER OF ENVIRONMENTAL UPDATES

Environmental Health Director Timothy M. Smith updated the Board on the progress of the Indian Head Roadhouse remodeling project for food service licensure, and an issue with a pending land contract dispute discovered after the Board issued well and septic variances to Edwin Orahood III. The latter issue has promoted a review of the health district's permitting procedures regarding proof of property ownership rights by applicants.

IN THE MATTER OF REQUESTS FOR VARIANCE

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

Todd Skelly, 1153 TR 185, Bellefontaine

Mr. Skelly requested a variance from Ohio Administrative Code 3701-29-15 Appendix A (C) to use three (3) foot wide sewage leaching trenches in a new installation due to restrictions on the lot created by an existing gas line, the proposed house, and an existing gravel driveway that bisects the lot leading uphill to an existing pole barn. The code only allows a maximum of three (3) foot wide sewage leaching trenches for system alterations or replacements, two (2) feet for new installations. Mr. Smith recommended approval due to the property being a lot that existed prior to the 2007 state sewage code, a test hole was dug in 1990, and two (2) foot wide trenches will not meet the computed length on contour requirement. Following lengthy discussion including review of drawings, it was the consensus of the Board to table action on the variance until Mr. Smith discusses other proposed options with Mr. Skelly.

Walter Waligura, 10032 TR 253, Wolfe Island, Lakeview

Mr. Waligura requested variance to place an elevator shaft five (5) feet from an existing well where Ohio Administrative Code 3701-28-07 (D) requires 10 feet from a foundation. Sanitarian Lisa Engle recommended approval due to medical necessity. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board grant the variance. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

Charles and Patricia Kratz, 3677 SR 540, Bellefontaine

The Kratz's requested variance from Ohio Administrative Code 3701-28-07 (D) to maintain their existing well off an open porch that is eight (8) feet from an existing foundation; and will be five (5) feet to a new garage addition and under a new deck. The code requires 10 feet to foundations, and Mr. Smith recommended approval to allow safer access from the porch without sacrificing access to the well for maintenance. It was moved by Mrs. Collins and seconded by Dr. Varian that the Board grant the variance on condition that the deck include a removable section for well access, to become invalid with the availability of central water supply. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

Jerry Faine, 11478 Hiawatha Path, Chippewa Park, Lakeview

Mr. Faine requested variance from Ohio Administrative Code 3701-28-07 (D) to connect an existing well to a home that will only be two (2) feet, six (6) inches to the home's foundation and five (5) feet from the east lot line. The well was approved in 1991 with the five (5) feet to lot line distance. Sanitarian Lisa Engle recommended approval due to limited lot space for another well to be drilled that would not also require a variance and be in a parking area. Following much discussion on failure of the owner to follow established rules for construction by not originally obtaining permits, and the probability of setting precedent, it was moved by Dr. Varian and seconded by Mrs. Watkins that the Board deny the request. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

Bob and Sue Crunelle, 11840 CR 286, Minnewauken Island, Huntsville

The Crunelle's requested variance from Ohio Administrative Code 3701-28-07 (D) to place a new home only six (6) feet, four (4) inches to a garage and storeroom and zero inches from an existing driveway to an existing well. The code requires 10 feet and five (5) feet, respectively. Although it may improve the property, Environmental Health Director stated this is a request for new construction with demolition of the existing structure, and the Board would have to be convinced that this is an "unusual and unnecessary hardship". Contractor Chad New of Shreves Construction was present and addressed the Board regarding the very limited lot size proving no other alternative. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board grant the variance, to become invalid with the availability of central water supply. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF PROPERTY CONDEMNATION PROCEDURE – STOKES TOWNSHIP

Steve Terrill, recently-elected Stokes Township trustee, was recognized to address the Board. Mr. Terrill discussed his understanding of the township's past relationship with the health district in regards to property condemnations, and how to most effectively work together on these matters. He specifically cited the property of Jane Pauley, 14215 Oakwood Avenue, Islandview, evidently a long-time nuisance which neighboring property owners wish to have condemned. Environmental Health Director Timothy M. Smith agreed to research the history of this property, including prior complaints, and determine how to proceed.

IN THE MATTER OF NURSING REPORT

Interim Nursing Director Kelly Reaver presented the monthly nursing report. She reported on the recent Mental Health Gatekeeper Training, and partnering with the Suicide Prevention Coalition of Logan and Champaign Counties. Mrs. Reaver again referenced the free STD testing event on March 30 at the health district, provided by Union County Health Department as part of a Sexual Health grant. She also referenced 2012-2017 Logan County STD statistical graphs, 2017 Newborn Home Visit goals, a comparison of 2017 public health program numbers with those of 2016, and announced 14 confirmed influenza cases to date this season in Logan County, both types A and B. The following nursing program statistics for December 2017 were also reviewed.

Public Health: 6 active elevated lead cases; 8 TB skin tests; 5 BCMH visits/18 contacts; 15 newborn home visits; 1 bereavement contact/3 visits; 1 HIV clinic

Immunization Program: 18 child clients; 11 adult clients; 12 flu shots

Women, Infants and Children: 30 new clients; 49 recertifications; 657 total participants

Communicable Disease: 16 confirmed- chlamydia (5); gonorrhea (4); hepatitis B (1); hepatitis C (1); influenza (2); other (3)

Health Education: 2 public classes

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd C. Hoddinott led a discussion on influenza facts, including the use of Tamiflu and nursing home recommendations, stating we are “in epidemic”. He also announced that the costs to the health district of providing immunizations as a whole will be studied over the next few months, in an effort to determine if it is financially feasible to continue offering this service in the future.

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Brown presented financial reports for December 2017. Expenses were typical for the month, and revenue included the 4th quarter landfill monitoring payment from the Solid Waste Management District and payment of the 2018 Cherokee Run municipal landfill licensing fee. Mrs. Brown also expressed concern for the lack of reimbursement from the PHEP grant for the past three (3) months. It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board authorize President Harrison to approve review of the reports. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF HIRING CONFIRMATION – EPC/PIO

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board confirm the hiring of Lou Ann Albers, RN, as Emergency Preparedness Coordinator/Public Information Officer effective February 5, 2018, with placement at Grade 25, Step 1 on the salary scale, being \$22.27 hourly for 70 biweekly hours, subject to a 180-day probationary period. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF NOTICES OF AWARD/APPROPRIATIONS

It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board accept the following funding awards and subsequent additional appropriation to the 2018 health district budget. Ayes: Mrs. Collins, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

- Ohio Department of Health, FY17 Public Health Emergency Preparedness No Cost Extension Carryover funding from Budget Period 5- \$3,311.00
- Ohio Department of Health, Community Health Assessment (CHA) Interval Change 5 to 3 years-\$15,380.00
- Additional Appropriation to the 2018 Health District budget of \$15,380.00 as follows:
 - 063-450-01020 Salaries \$4,655.00
 - 063-450-01050 Contracts \$10,000.00
 - 063-450-01100 OPERS \$655.00
 - 063-450-01115 Medicare \$70.00

IN THE MATTER OF MEMORANDUM OF UNDERSTANDING – MARY RUTAN FOUNDATION

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board establish a Memorandum of Understanding with Mary Rutan Foundation ending December 31, 2018, to provide up to \$10,000.00 in funding to cover expenses associated with the 2018 Health Risk and Community Needs Assessment, paid from Ohio Department of Health CHA Interval Change funding. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER SERVICES AGREEMENT – LEXIS NEXIS VITALCHEK NETWORK INC.

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board enter into an agreement with LexisNexis VitalChek Network Inc. retroactive to January 24, 2018, to provide payment solutions services by processing customer payments by credit or debit card for services rendered, with all associated service fees to be charged to the consumer. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF CONTRACT RENEWAL – PLUMBING INSPECTION SERVICES

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board renew the contract with Allen County Health District to provide residential and commercial plumbing inspection services on an as-needed basis for the period March 5, 2018 to March 5, 2019 at the rate of \$30.00 per hour plus mileage at the current Logan County Health District rate. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF CONTRACT RENEWAL – NEWBORN HOME VISITS

It was moved by Mrs. Collins and seconded by Mrs. Watkins that the Board renew the contract with Mental Health, Drug & Alcohol Services Board of Logan and Champaign Counties to provide newborn home visiting services to include screening for maternal depression for the period February 1, 2018 to January 31, 2019 at the total contract amount of \$10,000.00. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF EXECUTIVE SESSION

At 3:15 p.m., it was moved by Mrs. Watkins and seconded by Dr. Varian that the Board enter executive session for contract negotiation. The vote on roll call: Mrs. Collins- aye, Dr. Varian- aye, Mrs. Watkins- aye. Nays: none. Motion carried. The Board returned to open session at 3:38 p.m. upon motion by Mrs. Watkins, second by Mrs. Collins, and unanimous ayes.

IN THE MATTER OF ADJOURNMENT

With no further matters to consider, and confirming the next meeting for Wednesday, March 7, 2018, President Harrison adjourned the meeting at 3:39 p.m. without opposition.

Robert Harrison, President

Boyd C. Hoddinott, M.D., Secretary