



The Board of the Logan County Health District met in regular session on Wednesday, February 3, 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, Mr. Spath, Dr. Varian, Mrs. Price, Mrs. Watkins, Mrs. Collins. Health District administration present was Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Guests included staff members Donna Glunt, Steve Cummings, and Corinne Riegler, and reporters Mandy Loehr of the *Bellefontaine Examiner*, and Mike Vetorino of *WPKO/WBLL Radio*.

#### **IN THE MATTER BOARD EDUCATION**

The DVD *Community Health Needs Assessment* was viewed, featuring Britney Ward, MPH, Director of Community Health Improvement, Hospital Council of Northwest Ohio. Topics included health department and hospital requirements; importance of collaboration; national and state questionnaires; methods; reliable data; topics to be considered; report; community event; and timeline. A 15 minute discussion followed the presentation.

#### **IN THE MATTER OF STRATEGIC PLAN ANNUAL REVIEW**

Donna Glunt, Accreditation/Quality Improvement Coordinator, presented the annual review of the health district's Strategic Plan. She reviewed the process, recommendations, accomplishments and updates, and timeline as developed by the Strategic Planning Committee comprised of Robert Harrison, Board of Health president; Dr. Boyd Hoddinott, Logan County Health Commissioner; and health district staff members Tracy Davis, RN; Leica McGill, Personnel Specialist; Timothy Smith, RS; Matthew Stonerock, RS; and Mrs. Glunt. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board accept the annual review as presented. Ayes: Mrs. Price, Mr. Spath, Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

#### **IN THE MATTER OF EMERGENCY RESPONSE PLAN UPDATE**

Corinne Riegler, Emergency Preparedness Coordinator/Public Information Officer, presented a review of the health district's Emergency Response Plan. Mrs. Riegler highlighted updates made to the plan since the last review in January 2015, including communication with stakeholders, plan update with inclusion of disability recommendations, and reorganization of capabilities correlated with the Centers for Disease Control (CDC). It was moved by Dr. Varian and seconded by Mrs. Price that the Board accept the updated plan as presented. Ayes: Mrs. Collins, Mrs. Watkins, Mr. Spath, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

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

It was moved by Mr. Spath and seconded by Mrs. Collins that the Board approve the minutes of the January 6, 2016, regular meeting as mailed. Ayes: Mrs. Watkins, Dr. Varian, Mrs. Price, Mrs. Collins, Mr. Spath. 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 8, 15, 22, and 29, it was moved by Dr. Varian and seconded by Mr. Spath that the Board confirm the bill vouchers and order the current bills paid. Ayes: Mrs. Price, Mrs. Collins, Mrs. Watkins, Mr. Spath, Dr. Varian. Nays: none. Motion carried.

#### **IN THE MATTER OF PUBLIC FORUM**

No one was present for this portion of the meeting.

#### **IN THE MATTER OF RESOLUTION - EPA WATER POLLUTION CONTROL LOAN FUND**

As the first step to accepting Ohio Environmental Protection Agency (EPA) water pollution control loan fund money for low income household sewage treatment system repairs and replacements, the Board adopted the following resolution.

**RESOLUTION 2016-02**

A RESOLUTION AUTHORIZING BOYD C. HODDINOTT, MD., LOGAN COUNTY HEALTH COMMISSIONER, TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE HEALTH DISTRICT OF LOGAN COUNTY FOR THE REPAIR AND REPLACEMENT OF HOME SEWAGE TREATMENT SYSTEMS.

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

Whereas, the Health District of Logan County seeks to repair and/or replace failing home sewage treatment systems; and

Whereas, the Health District of Logan County intends to apply to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage treatment systems; and

Whereas, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now therefore,

BE IT RESOLVED by the Board of the Health District of Logan County, that Boyd C. Hoddinott, MD, Logan County Health Commissioner, be and is hereby authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the Health District of Logan County, Ohio.

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

Mrs. Price- aye; Dr. Varian- aye; Mr. Spath- aye; Mrs. Collins- aye; Mrs. Watkins- aye

This Resolution is hereby declared adopted on this 3<sup>rd</sup> day of February in the year 2016, and shall take effect and be in force from and after the earliest period allowed by law.

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Robert Harrison, President

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Boyd C. Hoddinott, Secretary

**IN THE MATTER OF VARIANCE - SEWAGE CONTRACTOR CONTINUING EDUCATION**

Pursuant to Ohio Revised Code 3701-03-05, beginning with the registration year starting on January 1, 2016, proof of completion of at least six continuing education hours during the previous calendar year is required to apply for an application for registration as a sewage installer, septage hauler, or service provider. Environmental Health Director Craig D. Kauffman announced that some contractors are still in the process of obtaining continuing education hours under code. He recommended a variance for contractors who need more time to complete continuing education in 2016 prior to 2016 registration. It was moved by Mr. Spath and seconded by Mrs. Price that the Board approve a blanket variance in regards to Logan County sewage contractor continuing education for the 2016 licensing year only. Ayes: Mrs. Watkins, Mrs. Collins, Dr. Varian, Mrs. Price, Mr. Spath. Nays: none. Motion carried.

**IN THE MATTER OF FEE INCREASE - IMMUNIZATION ADMINISTRATION**

To bring the health district's immunization administration fee in line with the Medicaid allowable rate, Director of Nursing Kay Schroer requested an increase in the fee from \$20 to \$21. It was moved by Dr. Varian and seconded by Mr. Spath that the Board set the immunization administrative fee at \$21 effective this date. Ayes: Mrs. Watkins, Mrs. Price, Mrs. Collins, Mr. Spath, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

Mrs. Schroer presented the monthly nursing report focusing on STD's and communicable diseases. She compared the 2014 nursing statistics with 2015, discussing the changes and probable reasons. She also discussed active lead cases, which lead to a discussion on lead content in water. Mrs. Schroer also announced the first adult dental grant clinic scheduled for May 11, and the official closure of the home health unit on January 31. She then reviewed stats for December, 2015 as follows:

Home Health: 9 patients; 0 admissions; 24RN visits; 3 HHA visits; 8 PT visits; 5 OT visits

Public Health: 1 home visit; 8 active lead cases; 17 TB skin tests; 2 BCMH visits/ 34 contacts; 7 newborn home visits; 1 bereavement contact; 1 HIV/clinic/1 test

Immunization Program: 61 child clients/67 injections; 22 adult clients/38 injections; 42 flu shots

Women, Infants and Children: 34 new clients; 85 recertifications; 743 total participants

Communicable Disease: 11 confirmed- Chlamydia (3); Hepatitis C (2); Campylobacter (1) E-coli (1); Salmonella (1); MOTT (1); Amebiasis (1); Mumps (1)

Health Education: 6 staff trainings-meetings

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented final health district financial reports for 2015. Overall annual net revenue was 9% over projections and expenses 17% under. The general fund used approximately \$38,470 of the fund cash balance for the fiscal year, and the home health fund used \$219,410. She noted adequate cash balances in all funds for the first quarter of 2016, including enough cash in the now closed home health agency fund to meet severance obligations and whatever unemployment claims may be required. As requested, Ms. Downing will provide quarterly year-to-date financial reports in 2016, in addition to the monthly reporting. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board authorize President Harrison to approve review of the reports. Ayes: Mr. Spath, Mrs. Price, Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd Hoddinott offered information about the migrating Zika virus and its implications for area residents. He noted that the virus is spread to people through certain types of mosquitoes, and the only cases in the continental U.S. to date have been reported in returning travelers from Central and South America. He stressed the susceptibility of pregnant women to becoming ill with the virus, and discussed precautions to take to avoid mosquito bites as well the symptoms of Zika virus.

**IN THE MATTER MARCH MEETING DATE**

Health Commissioner Dr. Boyd Hoddinott announced that he would be unavailable for the March 2, 2016, regular meeting and requested to reschedule. It was the consensus of the Board to change the March meeting to Wednesday the 9<sup>th</sup> at 1:00 p.m., acknowledging that Dr. Varian and Mrs. Price will be unable to be in attendance.

**IN THE MATTER OF ADJOURNMENT**

With no further matters to consider, President Harrison adjourned the meeting at 2:15 p.m. without opposition.

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Robert Harrison, President

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Boyd C. Hoddinott, M.D., Secretary