



May 3, 2017
Page 1 of 3

The Board of the Logan County Health District met in regular session on Wednesday, May 3, 2017. President Harrison called the meeting to order at 1:01 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Harrison, Mrs. Price, 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, Director of Nursing Kay Schroer, Safety and Sanitation Coordinator Timothy Smith, and IT Project Manager Steve Cummings. Reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vectorino of *WPKO/WBLL Radio* were also in attendance.

IN THE MATTER OF MINUTES

It was moved by Dr. Varian and seconded by Mrs. Price that the Board approve the minutes of the April 5, 2017, meeting as mailed. Ayes: Mrs. Collins, Mrs. Watkins, Mrs. Price, 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 April 7, 14, 21, and 28, it was moved by Mrs. Collins and seconded by Mrs. Price that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price, Mrs. Collins. Nays: none. Motion carried.

IN THE MATTER OF BOARD EDUCATION

The DVD: *Foundational Public Health Services* (FPHS) was viewed, featuring Krista Wasowski, MSW, MPH, Health Commissioner, Medina County Combined General Health District. Topics included Public Health Futures; Ohio Minimum Public Health Services; goals and principles in developing a national framework for FPHS; organizational competencies; and new efforts for cost estimation.

IN THE MATTER OF PUBLIC FORUM

There was no one present for this portion of the meeting.

IN THE MATTER OF VARIANCE REQUESTS

Mr. Kauffman presented the following requests for variance from established codes.

Mike Stolly, Earthworks Excavating, 3479 CR 5, Bellefontaine

Mr. Stolly requested variance from Ohio Administrative Code 3701-29 which requires that sewage installers obtain six (6) hours of continuing education during 2016 for 2017 registration. The variance would allow registration with six (6) hours of continuing education obtained in April 2017. It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board approve the variance, with the requirement to obtain another six (6) hours prior to 2018 registration. Ayes: Mrs. Price, Mrs. Collins, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

Terry Salyer, 105 South Walnut Street, Englewood

Mr. Salyer requested variance from Ohio Administrative Code 3701-28 to install a new well five (5) feet from a sealed point well at 7768 Park Drive, Russells Point. The Code requires 10 feet, and Sanitarian Lisa Engle recommended approval as the only option on the lot. It was moved by Mrs. Price and seconded by Dr. Varian that the Board approve the variance. Ayes: Mrs. Collins, Mrs. Watkins, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF INFORMATION – ODH WATER WELL SURVEY

Safety and Sanitation Coordinator Timothy Smith reported on a very favorable Ohio Department of Health survey of the health district's Water Well Program. He noted minor recommendations would be made on the official survey report, and explained the use of an available on-line Grout Calculator Table that will be implemented for all new wells in the future.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kay Schroer reviewed nursing statistics for the month of March, touching on BCMH contacts and the amount of nursing time involved; steady newborn home visits that provide good education; taking a more proactive approach to STD (sexually transmitted disease) education and follow-up; and identified "other" communicable dis-

eases investigated during the month. She also reported on numerous health education activities, including the recent adult dental clinic, an upcoming special immunization clinic for Head Start kids next week at the Discovery Center, the annual Bike Rodeo on May 5, and several upcoming health fairs. The annual 5K Walk for Public Health and Immunizations Weeks was cancelled due to threatening weather, and a rain date will be considered for future walks.

March 2017 Statistics

Public Health: 6 active lead cases/1 screening; 2 TB skin tests; 9 BCMH visits/40 contacts; 12 newborn home visits; 1 HIV clinic/1 test

Immunization Program: 35 child clients; 13 adult clients; 10 flu shots

Women, Infants and Children: 42 new clients; 66 recertifications; 663 total participants

Communicable Disease: Chlamydia (15); Gonorrhea (1); Hepatitis B (1); Hepatitis C (3); Other (11)

Health Education: 7 staff trainings/meetings; 1 public class/1 participant

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Brown presented the health district financial reports for the month of March. She noted seasonally high revenue in the Food Safety fund, revenue slightly behind projections in the General and Sewage Treatment Funds, and typical expenditures. 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. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF QUARTERLY BOARD FINANCIAL TRAINING

Referencing first quarter 2017 financial reports, Mrs. Brown offered training and fielded questions on the various sources of revenue in the general fund.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mrs. Collins and seconded by Dr. Varian that the Board confirm the following transfers of appropriated funds to meet current expenses, as well as an appropriation increase in the Public Health Infrastructure fund due to unanticipated funding, all completed by the Administrator during the month of April. Ayes Mrs. Price, Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried.

FUND TRANSFERS

District Health Fund 063

- \$5000.00 FROM 063-450-01025 Supplies TO:
 - 063-450-01021 SW Salaries \$2700.00
 - 063-450-01101 SW Health and Life Insurance \$1880.00
 - 063-450-01102 SW OPERS \$380.00
 - 063-450-01104 SW Medicare \$40.00
- \$670.00 FROM 063-450-01060 SW Contracts TO 063-450-01101 SW Health & Life Insurance

ADDITIONAL APPROPRIATION

Public Health Infrastructure Fund 055

- 055-450-01020 Salaries \$5162.00
- 055-450-01025 Supplies \$9705.00
- 055-450-01070 Travel \$15.00
- 055-450-01100 OPERS \$720.00
- 055-450-01110 Workers Comp \$345.00
- 055-450-01115 Medicare \$62.00

IN THE MATTER OF CLINICAL EDUCATION AGREEMENT – OHIO UNIVERSITY

It was moved by Mrs. Watkins and seconded by Mrs. Price that the Board enter into an agreement with Ohio University to provide clinical education experience and practice to students enrolled in the College of Health Sciences and Professions for a period of five (5) years beginning May 1, 2017. Ayes: Dr. Varian, Mrs. Collins, Mrs. Price, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd C. Hoddinott offered comments on numerous topics.

- Recent county-wide Functional Emergency Exercise involving mass casualty, reviewed by D.O.N. Kay Schroer
- Public Health Combined Conference will be using Logan County's Community Health Improvement Plan (CHIP) and Community Health Assessment (CHA) as examples of good collaboration between the health district and Mary Rutan Hospital.
- Brief discussion on attempting another health levy in the November general election, noting no voiced support from the District Advisory Council. Mr. Harrison will inquire as to the estimated cost, and members are asked to come to the next meeting with their recommendations.
- Review of the recent Quality Improvement project *Grant Financial Tracking Process*, outlining the plan and action steps to reduce the number of steps involved from receipt of a grant to the final reporting.

IN THE MATTER OF NEXT REGULAR MEETING

Dr. Hoddinott announced that he will be unavailable the first two (2) weeks of June, and suggested moving the next regular meeting from June 7 to May 31 as there are five (5) Wednesdays in May. The membership was in agreement, and the Administrator will publish the legal notice for the meeting change.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting as May 31, 2017, at 1:00 p.m., President Harrison adjourned the meeting at 2:28 p.m. without opposition.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary