



The Board of the Logan County Health District met in regular session on Wednesday, December 5, 2018. President Harrison called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Harrison, Mrs. Price, Dr. Varian, Mrs. Watkins and Mrs. Collins. Administration present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Brown, Environmental Health Director Timothy M. Smith, Director of Nursing Kelly Reaver, Assistant to the Health Commissioner Donna Metzler, and new Director of Business Operations Christina Bramlage. Staff member John Clary was also present. Guests included Henry Miller, Joseph Schwartz, Sam Bontreger, Clifford Kelly, and reporters Mandy Loehr of the *Bellefontaine Examiner* and Mike Vektorino of *WPKO/WBLL Radio*.

IN THE MATTER OF MINUTES

It was moved by Dr. Varian and seconded by Mrs. Collins that the Board approve the minutes of the November 7, 2018, regular meeting as mailed. Ayes: Mrs. Price, 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 November 9, 15, and 21, and 30, it was moved by Mrs. Collins and seconded by Mrs. Price that the Board confirm the bill vouchers and order the current bills paid. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Price, 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 OF OEPA ANNUAL SURVEY

Environmental Health Director Timothy M. Smith reported that the Health District's Solid Waste and Construction and Demolition Debris Programs recently received satisfactory surveys by the Ohio Environmental Protection Agency (OEPA) and remain on the OEPA approved list.

IN THE MATTER OF NUISANCE VIOLATION

Todd F. Buscher, 4976 Rude Street, Huntsville

Mr. Buscher is allowing occupation of a residence that has had its connection to sanitary sewer shut off due to nonpayment of sewer fees to the Logan County Water Pollution Control District creating a public health nuisance due to sewage being placed onto the surface of the ground from a clean out beside the dwelling. Alexis Zaborniak, Sanitarian-in-Training, sent a Sanitarian's Order to the property owner on October 4, 2018, to vacate the premises or pay the sewer bill to return the sewer back into service. A follow up inspection on December 4, 2018, revealed no compliance. It was moved by Mrs. Watkins and seconded by Mrs. Collins that the Board issue an order requiring the property owner to have the residence vacated or make restitution with the Logan County Water Pollution Control District for the unpaid sewer bill so that sanitary service is resumed within three (3) days of receipt of the order. Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF FOOD SERVICE VIOLATION

Michael's Pizza of West Liberty, 110 S. Detroit Street, West Liberty

On October 31, 2018, Sanitarian Mathew Stonerock, documented a third notice of violation OAC 3717-1-02.4(A)(2) for not having a Level Two "Manager's" certification in food protection. It was moved by Mrs. Watkins and seconded by Dr. Varian that the Board issue an order to correct the violation within thirty (30) days of the receipt of the order; and further that the licensee be ordered to appear before the Board of Health at their next regular meeting following the compliance date for a license suspension hearing if compliance with the order is not attained. Ayes: Mrs. Price, Mrs. Collins, Dr. Varian, Mrs. Watkins. Nays: none. Motion carried.

IN THE MATTER OF VARIANCE REQUESTS***Dennis Hauenstein, POA, 19697 SR 196, Waynesfield, Ohio***

Mr. Hauenstein requested a variance for the property at 11028 Park Drive, Lakeview, from OAC 3701-28-07 (D) and (J)(1) for a replacement well that will only be five (5) foot four (4) inches from the house foundation and nine (9) foot six (6) inches from the property line with ten (10) feet required for each. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board approve the variance as recommended because there is no other location on the property that would not require a well driller to drive across a neighboring property and the existing well is not producing much water. Ayes: Mrs. Price, Mrs. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

Henry E. Miller, 7781 CR 13, DeGraff

Mr. Miller requested a variance for the property at 8769 SR 47 West, DeGraff, from OAC 3701-29-12(B)(1) which references the now required 4000 psi compressive strength of a concrete tank and 3701-29-12(H) that states all concrete tanks utilized after January 1, 2016, must be approved by the Director of Health (ODH). Mr. Miller, as a member of the Amish community, is requesting approval to construct his own "pour in place" concrete privy vault and to also create a distribution box out of a plastic 55-gallon drum under OAC 3701-29-03(A)(B)(C). Mr. Miller was present at the meeting, along with Bishop Sam Bontrager and Joseph Schwartz of the Amish community. The Environmental Health Director displayed and discussed commercially made distribution boxes, and Mr. Miller explained the objections of his Amish community as related to their faith. Mr. Smith recommended that the Board consider the variance due to the practical difficulties and special conditions imparted on Mr. Miller from the practice of his faith in the Swartzentruber group of the Old Order Amish religion. It was moved by Dr. Varian and seconded by Mrs. Price that the Board grant the variance in the same manner as similar situations in the past allowing Mr. Miller to construct his own vault and distribution box at his 8769 St. Rt. 47 West, DeGraff property with the construction overseen by LCHD's Environmental Division. After further discussion Dr. Varian amended the original motion to include waiver of the requirement for the registered and bonded installer under OAC 3701-29-03-12(H) and the vote was as follows. Ayes: Mrs. Price and Dr. Varian. Nays: Mrs. Watkins and Mrs. Collins. President Mr. Harrison broke the tie with an Aye vote. Motion carried.

IN THE MATTER OF THE THIRD READING/ADOPTION**AMENDING LCHD REGULATION #26 – SEWAGE OPERATION AND MAINTENANCE PROGRAM**

The Board of Health considered the third reading of the proposed amendment. It was moved by Mrs. Price that the board adopt LCHD Resolution #2018-08, to be in full force and effect on January 1, 2019, as posted in its entirety on the Health District's website www.loganhealth.org. (See complete resolution in Notes to Minutes.) The motion was seconded by Mrs. Collins and on role call the vote was as follows: Dr. Varian- aye; Mrs. Watkins- aye; Mrs. Collins- aye; Mrs. Price-aye. Motion carried.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kelly Reaver brought the Board up to date on various activities of the nursing division.

- 105 Hepatitis A & B (Twinrix) have been given to inmates at the Logan jail since 7/10/18. Currently Ohio has 865 cases in 58 counties.
- The 2018 supply of Narcan doses to local law enforcement provided by the Ohio Health and Addiction Services (Ohio MHAS) has been distributed. Mental Health Drug & Alcohol Services Board of Logan and Champaign Counties donated 90 Fentanyl spill/clean up kits that were also distributed to Local Law enforcement with the Narcan to better protect our first responders.
- The annual Child Fatality Review (CFR) is scheduled for December 12, 2018, at 1:00 p.m.
- Children with Medical Handicaps (CMH) numbers have increased, and immunizations remain on a steady decline.
- WIC total participants were 690 in 2017 and 628 to date for 2018.
- Infectious disease numbers in total are steady compared to last year.

Mrs. Reaver then offered the following statistics for the month of October.

Public Health: 1 nurse visit; 6 active lead cases; 6 TB skin tests; 2 BCMH visit/88 contacts; 11 newborn home visits; 1 HIV clinic

Immunization Program: 50 child clients; 14 adult clients; 99 flu shots

Women, Infants and Children: 57 new clients; 67 recertifications; 628 total participants

Communicable Disease: Chlamydia (13); Gonorrhea (6); Hepatitis C (3); Other (5)

Health Education: 10 staff trainings/meetings; 4 public classes/7 participants

IN THE MATTER OF PLANNING UPDATES

Donna Metzler, Assistant to the Health Commissioner, reviewed the Workforce Development Plan goals for 2019 which included succession planning and the Continuity of Operations and Communication Plans. She also summarized the Community Health Assessment and Community Health Improvement Plan utilizing a PowerPoint presentation with discussion about the data and the benefits of the Coalition Advisory Board providing for unduplicated efforts in the county.

IN THE MATTER OF FINANCIAL REPORT REVIEW

Christina Bramlage, newly appointed Director of Business Operations, presented health district financial reports for the month of October. She noted annual revenue in the Parks/Camp Fund for manufactured home park inspections, and transfer of unused personnel benefits from FY18 from the WIC Fund to the Accumulated Benefits Fund. Expenditures were routine. 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. Watkins, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mrs. Price and seconded by Mrs. Watkins that the Board confirm the following bookkeeping transactions necessary to meet routine operating expenses completed by the Administrator during the month of November. Ayes: Mrs. Collins, Dr. Varian, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

Transfer of Appropriated Funds

- Sewage Treatment Fund 054
 - \$1500.00 FROM 054-400-01040 Contractor Fees TO 050-400-01025 Supplies
- Women, Infants, Children Fund 061
 - \$230.00 FROM 061-010-01072 Education/Seminars TO 061-010-01100 Workers Compensation
- District Health Fund 063
 - \$350.00 FROM 063-450-01060 SW Contracts TO 063-450-01102 SW OPERS

Temporary Cash Advance

- \$20,000.00 FROM District Health Transfers Out TO WIC Transfers In due to inadequate cash balance to meet WIC payroll

IN THE MATTER OF FISCAL YEAR END FUND ENCUMBRANCES

It was moved by Mrs. Collins and seconded by Dr. Varian that the Board authorize the Administrator to encumber sufficient funds to pay the basic operating expenses of the health district through the fiscal year ending December 31, 2018, in 2019. Ayes: Mrs. Price, Mrs. Watkins, Dr. Varian, Mrs. Collins. Nays: none. Motion carried. (See list of encumbrances in Notes to Minutes.)

IN THE MATTER OF POSITION APPOINTMENT- WIC EXECUTIVE SECRETARY

It was moved by Mrs. Price and seconded by Mrs. Collins that the Board appoint current Women, Infants and Children (WIC) Breast Feeding Peer Helper Christie Brannon to the reinstated position of WIC Executive Secretary effective January 7, 2019, with placement at Grade 15 on the salary scale at the hourly rate of \$14.39 for 56 biweekly hours, subject to the customary 180-day probationary period. Ayes: Dr. Varian, Mrs. Watkins, Mrs. Collins, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF CONFIRMATION OF HIRING-
ENVIRONMENTAL CLERICAL SPECIALIST/DEPUTY REGISTRAR**

It was moved by Dr. Varian and seconded by Mrs. Watkins that the Board confirm the hiring of Bailey McGill to the reinstated position of Environmental Clerical Specialist/Deputy Registrar effective January 7, 2019, with placement at Grade 15 on the salary scale at the hourly rate of \$14.39 for 70 biweekly hours, subject to the customary 180-day probationary period. Ayes: Mrs. Collins, Mrs. Price, Mrs. Watkins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ADDITIONAL HOLIDAY CLOSING

Following recommendation of the Leadership Team, it was moved by Mrs. Price and seconded by Mrs. Watkins that the Board authorize closing of the health district office to the public on Monday, December 24, and authorize an additional one-half day paid holiday on that day, based on the regular weekly hours of each individual employee. Ayes: Mrs. Collins, Dr. Varian, Mrs. Watkins, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF JANUARY 2019 MEETING DATE

By unanimous consent, the Board changed the date of the January 2019 regular meeting from January 2 to January 9 due to the New Year's holiday and the change in administration.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd Hoddinott discussed issues including influenza statistics/complications/deaths; staff transitions within the health district; cash balance in the general fund; and looking ahead to the 2019 budget. He also discussed controlled narcotic substances and Naloxone, specifically the escalating cost of overdose intervention.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for January 9, 2019, at 1:00 p.m., President Harrison adjourned the meeting at 2:50 p.m. without opposition. He also reminded board members of the Open House for retiring Administrator Lisa Brown on Thursday, December 13 from 2:00 to 4:00 p.m.

Robert G. Harrison, President

Boyd C. Hoddinott, M.D., Secretary