

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____

20 _____

Franklin County District Board of Health Minutes of the Board of Health October 11, 2016

Meeting Location: Memorial Hall, DOC Conference Room

Call to Order: Dr. Lane called the meeting to order at 9:30 a.m.

Board Members Present:

Heather Lane, DVM
Jerry Lupfer
Jack Bope, Jr.

Board Members Absent:

Dr. Annemarie Sommer
Joseph Weaver

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Amber Breedlove, Health Communication Specialist
Charlie Broschart, Division Manager, Environmental Health Program
Terry Bugg, Supervisor, Immunization Program
Alycia Burkitt, Administrative Assistant Communication
Karla Chapman, Receptionist
Jimmie Davis, Community Health and Wellness Supervisor
Michelle Day, Health Communication Specialist
Jonathon Dye, Data Analyst
Ken Farmwald, Plumbing Supervisor
Dave Fischer, Food Safety Inspector
Jeff Gibbs, Division Manager, Environmental Health Program
Garrett Guillozet, Supervisor, Food Safety Program
Todd Hansen, Executive Assistant, Human Resources
Mary Ann Janning, MRC Coordinator
Evan Jones, CDC Associate – Environmental Health
Rebecca Keller, Food Safety Inspector
Mitzi Kline, Director of Communication
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health
Barb Martens, Children with Medical Handicaps RN
Joe Mazzola, Health Systems & Planning Director
Jennie McAdams, Business Analyst, Accreditation Coordinator
Nathan Ralph, Supervisor, Community Environmental Health Program
Jennifer Robinson, Human Resources Manager
Miller Sullivan, Medical Director
Shaddy Swade, Emergency Preparedness Supervisor
John Wolf, Finance & Business Operations Director

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-6094 FORM NO. SHTROP11

Held _____ 20_____

Board of Health Minutes
October 11, 2016
Page 2

Legal Counsel:

Joseph R. Durham, Esq., Eastman & Smith, Ltd.

Guests:

Danila Ayala, Restaurant Owner, Rancho Alegre
Matt Hennen, RN, Wexner Medical Center
Joel Mirman, Attorney, The Mirman Law Firm
Neiya Patel, Nursing Student, Chamberlin College of Nursing
Matt Spurrier, Videographer, ABC 6
Tom Sussi, Reporter, ABC 6

Pledge of Allegiance

Jack Bope led the Pledge of Allegiance.

Meeting Minutes:

The minutes of the September 13, 2016 meeting were tabled due to error.

Old Business: None

New Business: None

Administration/Public Hearings:

Hearing 16-004 Food Service Operation License Suspension or Revocation Hearing for Rancho Alegre Grandview, LLC (License: NFRY-9C34KN), 1075 Dublin Road, Grandview Heights, OH 43215, Owner: Jesus & Daniela Macias.

Franklin County Public Health staff Niki Lemin, Garret Guillozet, Jeff Gibbs, Susan Tilgner, and Rebecca Keller all stood and were sworn in by the court reporter when requested. Joel Mirman and Danila Ayala did not stand to be sworn in when the court reporter requested. Mr. Mirman filed a motion for continuance before the Board due to unfamiliarity of the case. After a recess to consider the request, the Board denied the request based on the safety and health of the public. Dr. Lane asked for an opening statement from staff. Ms. Lemin provided a general overview of the events leading to this hearing for license suspension or revocation for Rancho Alegre Grandview, LLC. Dr. Lane asked for an opening statement from Mr. Mirman who declined stating he had not had time to properly prepare. Dr. Lane asked staff to present their case. Mr. Guillozet provided detailed testimony of the history of violations over the last year (see full details in attached packet) and formally requested a 5 day suspension of the food service license. Dr. Lane asked Mr. Mirman

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____

20 _____

Board of Health Minutes
October 11, 2016
Page 3

to present a case on behalf of Rancho Alegre. Mr. Mirman declined stating he had not had time to properly prepare. The Board took a recess to consider the testimony. Once the meeting reconvened, Mr. Lupfer made a motion to approve a 5 day suspension, the suspension could be lifted if all requirements were met prior to the 5 days and that training as detailed in the hearing document must be completed by November 8, 2016. Mr. Bope seconded the motion. Ayes: All Nays: None - motion carried. Mr. Mirman asked the Board to have an inspection conducted that day. Mr. Lupfer made a second motion to approve the inspection, Mr. Bope seconded the motion. Ayes: All Nays: None - motion carried.

Monthly Financial Report:

John Wolf provided the Board with copies of the Budget to Actual Report and the Change in Cash Position reports. Mr. Wolf reported that with 75% of the 2016 year completed Administration spent 65% of budgeted expenditures, Prevention and Wellness spent 70% of budgeted expenditures and 66% of budgeted expenditures were spent in Environmental Health. Other budgeted expenditures include Anti-Dumping fund 7%, Rabies 61%, Regional Public Health Infrastructure 61%, and Construction and Demolition Debris fund 90%. Overall 66% of the 2016 Operating Budget has been spent, yielding a positive variance of 9%. The regularly scheduled finance committee meeting will be held next month on Tuesday, November 8th, at 8:30 a.m. in the DOC conference room.

Mr. Bope made a motion to approve the monthly financial report with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolutions:

Resolution 16-094 to approve monthly operating expenses was approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-095 to authorize the Health Commissioner to issue the Board of Health Orders was approved, upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 16-096 to adopt the 2017 Fee Schedule (first reading) was reviewed. The second reading and public hearing will be held at the November meeting.

Resolution 16-097 to amend the 2016 operating budget was approved, upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTR0PT1

Held

20

Board of Health Minutes
October 11, 2016
Page 4

Resolution 16-098 to authorize the Health Commissioner to amend the contract with Mike Tedrick, RS, to provide Food Safety Education (not to exceed \$20,000) was approved, upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 16-099 to authorize the Health Commissioner to renew an agreement with the Franklin County Board of Commissioners Department of Animal Care and Control (not to exceed \$2,500.00) was approved, upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-100 to authorize the Health Commissioner to enter into an agreement with the Gordon Flesch Company for a copier and maintenance agreement for the Environmental Health Division (not to exceed \$3540.72) was approved, upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 16-101 to authorize the Health Commissioner to renew a contract with Columbus Academy of Veterinary Medicine for veterinary services, support, and supplies for FCPH sponsored rabies clinics (not to exceed \$8,000.00) was approved, upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 16-102 to amend the contract with the National Network of Public Health Institutes (NNPHI) for a shared services mini grant (not to exceed \$9,765.00) was approved, upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-103 to increase employee contribution for 2017 Health and Ancillary Insurance Benefits was approved, upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-104 to amend a policy for authorization by the Board of Health for routine and emergency events was approved, upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-105 to appoint a Franklin County Public Health representative to the Solid Waste Authority of Central Ohio Board of Trustees was approved, upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____ 20_____

Board of Health Minutes
October 11, 2016
Page 5

Resolution 16-106 to approve purchases was approved, upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Personnel Actions

Ms. Tilgner presented the following personnel actions for Board approval:

Recognition – Karla Chapman, Receptionist, 10 years of service; Ken Farnwald, Plumbing Supervisor, 15 years of service; Dave Fischer, Food Safety Inspector, 5 years of service; Amber Breedlove, Health Communication Specialist, 10 years of service; Barb Martens, Children with Medical Handicaps RN, 10 years of service.

New hire – Jessica Arnold, Administrative Assistant, Environmental Health, Effective October 24, 2016.

Resignation – Kelly Bragg, Health Educator, Prevention & Wellness, Effective October 7, 2016; Tessa Fite, MRC Coordinator, Administration, Effective September 29, 2016.

Mr. Lupfer made a motion to accept the Personnel Actions with a second by Mr. Bope. Ayes: All Nays: None - motion carried.

Environmental Health Report: (Attached)

Prevention & Wellness Report: (Attached)

Administration Report: (Attached)

Health Systems & Planning Report: (Attached)

Health Commissioner's Report: Ms. Tilgner stated that she has been working on the transition for a new Health Commissioner. At the November Board meeting, she will have the final presentation to share outcomes for the Public Health Futures project. Ms. Tilgner also informed the Board that the Ohio Department of Health (ODH) is gearing up for the state's next biennium budget process which will conclude by June 30, 2017. The Association of Ohio Health Commissioners (AOHC) is preparing proposals for consideration in the next state budget.

Medical Director's Report:

Dr. Sullivan informed the Board that we have started the season to begin tracking influenza. The CDC has released helpful materials to educate why the flu mist is not effective. They have also released a report on flu immunization coverage and health care facilities. It is reported that 80% of staff in health care providers have

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____ 20 _____

Board of Health Minutes
October 11, 2016
Page 6

been vaccinated against influenza; however, only 60% of staff in nursing homes and other agencies that work with high risk patients, such as the elderly are vaccinated. The study has also shown that when the vaccine is required 97% of staff comply; however, when it is not required, only 40% of staff are immunized. Dr. Sullivan feels that it is important for health care providers to further encourage or mandate staff to be vaccinated for influenza.

For the last 20 years, health care providers were asked to enter all vaccines given in a database system known as Ohio Impact SIIIS. However it has never been mandated and the reporting system is cumbersome. ODH is updating the system at the end of November. Hopefully with the new technology, it will be easier to report and have all information stored in one place.

Legal Counsel's Report:

None.

Executive Session:

Resolution 16-107 to consider the appointment, employment, dismissal, discipline or compensation of an employee or the investigation of charges or complaints against a public employee unless the employee requests a public hearing was approved, upon a motion by Mr. Bope with a second by Mr. Lupfer. Roll Call: Mr. Bope, Aye; Mr. Lupfer, Aye; Dr. Lane, Aye - motion carried.

The Board came out of executive session. No formal action was taken as a result of executive session.

Adjourn regular meeting, 12:17 p.m.

Respectfully submitted,



Dr. Heather Lane, President



Susan A. Tilgner, Secretary