

# 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  
Tuesday, July 11, 2017**

Franklin County Public Health

Journalized on:

AUG 08 2017

**Meeting Location:** Memorial Hall, South Conference Room

**Call to Order:** Mr. Bope called the meeting to order at 9:35 a.m.

**Board Members Present:**

Jack Bope Jr.  
Jerry Lupfer  
Tom Rudge, PhD  
Heather Lane, DVM

Joe Mazzola, Secretary

**Board Members Absent:**

Dr. Annemarie Sommer

**Staff Present:**

Alycia Burkitt, Administrative Assistant  
Jeff Gibbs, Division Manager, Environmental Health  
Garrett Guillozet, Supervisor, Food Safety Program  
Nathan Ralph, Water Quality Supervisor  
Miller Sullivan, MD, Medical Director  
John Wolf, Finance & Business Operations Director  
Jennifer Frazier, Community and Environmental Health Supervisor  
Theresa Seagraves, Director of Health Systems and Planning  
Andrea Harless, Executive Assistant  
Jennie McAdams, Health Promotion & Community Engagement Supervisor  
Charlie Broschart, Environmental Health Division Manager  
Terry Bugg, Nursing Immunization Supervisor  
Julia DeNiro, FCPH Intern  
Jennifer Robinson, HR Manager  
Kyle Idahosa, Epidemiologist  
Stacie Williamson, BCMH Nursing Supervisor  
Mike Adair, Healthy Homes Manager  
Michelle Day, Health Communication Specialist  
Amber Breedlove, Health Communication Specialist  
Ami Shah, Performance Management and Accreditation Coordinator  
Eva Wollerman, CRI Coordinator & EP Planner  
Ken Farmwald, Plumbing Supervisor

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**Legal Counsel:**

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

**Guests:**

Duaa Hussein, Chamberlin Nursing Student  
Faith Hamrick, OSU Nursing Student

**Pledge of Allegiance**

Dr. Rudge led the Pledge of Allegiance.

**Meeting Minutes:**

The minutes of the June 13, 2017 were approved with one correction, upon a motion by Mr. Lupfer, with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

**Recognitions**

Joe Mazzola, Health Commissioner, presented Mitzi Kline, Director of Communication, with a 25 year service award.

**Old Business:**

Joe Mazzola, Health Commissioner, presented Dr. Lane with a gift for her time spent as President of the Board last year.

**New Business:**

**Resolutions:**

Resolution 17-076 to approve monthly financial report and operating expenses was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried. Abstention: Dr. Lane

Resolution 17-077 to authorize the Health Commissioner to issue the Board of Health Orders was approved upon a motion by Dr. Lane with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-078 to authorize the Health Commissioner to reinstate longevity increases in the Compensation Plan as revised (expense not to exceed \$32,000.00)

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was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All  
Nays: None – motion carried.

Resolution 17-079 to authorize the Health Commissioner to enter into an agreement with the Franklin County Community Based Correctional Facility to purchase naloxone was approved upon a motion by Mr. Lupfer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 17-080 to authorize the Health Commissioner to enter into an agreement with the Franklin County Commissioners to purchase naloxone on behalf of the Franklin County Homeland Security and Justice Program was approved upon a motion by Dr. Lane with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-081 to authorize the Health Commissioner to renew a contract with CompDrug (dba Youth to Youth) to complete activities specific to the Tobacco Use Prevention and Cessation project through the Ohio Department of Health (expense of \$65,000.00) was approved upon a motion by Dr. Rudge with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 17-082 to authorize the Health Commissioner to renew a contract with the Ohio Public Health Association (OPHA) to provide FCPH with a public health professional to serve as project coordinator for the Tobacco Use Prevention and Cessation project through the Ohio Department of Health (expense of \$25,300.00)

Resolution 17-083 to authorize the Health Commissioner to enter into a contract with the Ohio Department of Health to provide Public Health Lead Investigation (PHLI) and case management was approved upon a motion by Mr. Lupfer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 17-084 to authorize the Health Commissioner to renew a contract with Pickaway County Health Department to provide Medical Reserve Corps (MRC) Services (revenue of \$3,500.00) was approved upon a motion by Dr. Lane with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-085 to authorize the Health Commissioner to enter into a contract with Basement Authority LLC dba the Ohio Basement Authority for water quality partnership sewer taps of single family residences in Eureka Park, Franklin Township

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was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All  
Nays: None – motion carried.

Resolution 17-086 to authorize the Health Commissioner to renew a service agreement with Ohio Pharmacy Services for the purchase of Naloxone and Project DAWN kits was approved upon a motion by Mr. Lupfer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 17-087 to approve purchases was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried. Abstention: Dr. Lane

### **Personnel Actions**

Jennifer Robinson, HR Manager, presented the following personnel actions for Board approval:

<b>New hires</b>	None	
<b>Job Openings</b>	Emergency Preparedness and Training Supervisor	Conducting Interviews
	Executive Assistant- Prevention & Wellness	Conducting interviews
	Plumbing Inspector	Additional full-time position
<b>Resignations</b>	None	

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

**Environmental Health Report:** (Attached)

**Prevention & Wellness Report:** (Attached)

**Health Systems & Planning Report:** (Attached)

**Administration Report:** (Attached)

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**Human Resources Quarterly Report:** (Attached)

**Health Commissioner Report:** (Attached)

**Medical Director Report:**

Dr. Miller Sullivan shared that the Advisory Committee on Immunizations Practices (ACIP) met and continue to recommend the flu vaccine for everyone over the age of 6 months and highly recommend the vaccine to pregnant women.

VAERS- Vaccine Adverse Event Reporting System now allows those who give immunizations to report adverse effects online making the process easier. This reporting allows proper policy regarding vaccines to be made.

It is as important to vaccinate the young as it is to vaccinate those over 65. The Immunization Coalition of Central Ohio will be promoting vaccines for both age groups.

**Legal Counsel's Report**

Joe Durham shared he has worked with SWACO to provide legal services to 31 jurisdictions and 10 school districts in regards to solid waste disposal contracts.

**Executive Session:**

A motion was made by Mr. Lupfer to convene Executive Session in accordance with Ohio Revised Code Section 121.22(G)(1) to consider the appointment, employment, dismissal or discipline of an employee and/or a public official and was approved at 10:43am with a second by Dr. Rudge. Roll Call: Mr. Bope Aye, Dr. Rudge, Aye; Mr. Lupfer, Aye Dr. Lane, Aye- motion carried.

A motion was made by Mr. Lupfer and seconded by Dr. Rudge to reconvene the meeting at 11:02 am p.m. Roll Call: Mr. Bope Aye, Dr. Rudge, Aye; Mr. Lupfer, Aye, Dr. Lane, Aye - motion carried.

No action was taken by the Board as a result of Executive Session.

Adjourn regular meeting, 11:02 am

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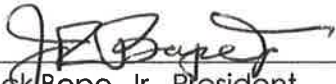
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Respectfully submitted,

  
\_\_\_\_\_  
Jack Bope, Jr., President

  
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Joe Mazzola, Secretary