

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 3HTROP11

Held

20

**Franklin County District Board of Health
Minutes of the Board of Health
Tuesday, March 14, 2017**



Meeting Location: Memorial Hall, South Conference Room

Call to Order: Dr. Lane called the meeting to order at 9:33 a.m.

Board Members Present:

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

Board Members Absent:

Dr. Annemarie Sommer

Joe Mazzola, Health Commissioner/Secretary

Staff Present:

Terry Bugg, Immunization Supervisor
Alycia Burkitt, Administrative Assistant
Jeff Gibbs, Division Manager, Environmental Health
Garrett Guillozet, Supervisor, Food Safety Program
Radhika Iyer, Infectious Disease Supervisor
Mitzi Kline, Director of Communication
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health
Nathan Ralph, Water Quality Supervisor
Jennifer Robinson, HR Manager
Miller Sullivan, MD, Medical Director
Shaddy Swade, EP Supervisor
Mary Taylor, CMH RN
Stacie Williamson, CMH Supervisor
John Wolf, Finance & Business Operations Director
Eva Wolleran, EP Planner & CRI Coordinator
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness

Legal Counsel:

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

Guests:

Alison Hazen, Chamberlin College of Nursing Student

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Pledge of Allegiance

Mr. Lupfer led the Pledge of Allegiance.

Meeting Minutes:

The minutes of the February 14, 2017 meeting was approved, upon a motion by Mr. Bope, with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Old Business:

Los Mariachis of Groveport, LLC Update – Garrett Guillozet shared that the restaurant has been in compliance during their last two inspections. There is no further Board action required at this time.

Resolution 17-019 to authorize the use of procurement cards following the Franklin County Auditor's Office policy and amend the Franklin County Fiscal Manual (D-0012) to include a procurement card section was tabled.

New Business:

The Board welcomed its newest elected member, Dr. Tom Rudge, Jr.

Administration/Public Hearings:

Hearing 17-003 for a Variance Request – Ohio Administrative Code 3701-28-07-(K)(4), 727 Lakeshore Drive, Columbus, OH 43235 (Sharon Township, Tax District 250, Parcel ID 000016); owned by Norman and Phyllis Funk; Presented by Niki Lemin and Nathan Ralph

Phyllis Funk, Brad Ulrey, Niki Lemin, and Nathan Ralph were sworn in by the court reporter. Mrs. Lemin informed the Board of the nature of the variance request made by the property owners which is to place the private water system in front of the house approximately four feet from the foundation and two feet from the road right-of-way that requires permission of the board of health. Due to the dimensions of the property, location of the household sewage treatment system, and location of adjacent household sewage treatment systems, the only viable location for the new private water system is in front of the house. The owners are requesting to place the private water system in front of the house approximately four feet from the foundation and two feet from the road right-of-way Ms. Lemin, Mr. Ralph, and Ms. Wolford testified as to the need for the variance. Mr. Lupfer made a motion to approve the variance, Mr. Bope seconded the motion. Ayes: All Nays: None - motion carried.

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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 17% of the 2017 budget year completed, Administration has spent 14% of budgeted expenditures, Prevention and Wellness 11%, Environmental 12%, Anti-Dumping 0%, Rabies 11%, Regional Public Health Infrastructure 17%, and Construction and Demolition Debris fund 0%.

Overall 12% of the 2017 operating budget has been spent yielding a positive variance of expenditures to appropriations of 5%.

Mr. Wolf informed the Board that the Annual Financial Report was filed on February 28, 2017 with a notice in the Columbus Dispatch.

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

Resolutions:

Resolution 17-025 to approve monthly operating expenses was approved upon a motion by Mr. Bope with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-026 to authorize the Health Commissioner to issue the Board of Health Orders was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-027 to authorize the Health Commissioner to enter into an agreement with the National Association of County & City Health Officials (NACCHO) to accept the Medical Reserve Corps (MRC) 2017 Challenge Award (revenue of \$13,000.00) was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 17-028 to authorize the Health Commissioner to enter into a one-year collaboration agreement with the Franklin County Commissioners to administer contracts for health care services for low income, underinsured or uninsured county residents was approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 17-029 to authorize the Health Commissioner to renew a contract with O'Neil Tents and Party Supplies to provide tents, tables, chairs, and table covers for rabies clinics in 2017 (not to exceed \$3,000.00) was approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

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Resolution 17-030 to authorize the Health Commissioner to apply, accept, and enter into a Water Pollution Control Loan Fund (WPCLF) agreement with the Ohio Environmental Protection Agency (OEPA) for the repair and replacement of

Household Sewage Treatment Systems (revenue and expense up to \$150,000.00) was approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 17-031 to authorize the Health Commissioner to enter into a Business Associate Agreement with United Way of Central Ohio for care coordination for families with children with medical needs was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-032 to authorize the Health Commissioner to enter into a contract with the Franklin County Commissioners for a Community Partnership Grant to administer an Immunization Campaign for 2017 (revenue of \$52,800.00) was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 17-033 to authorize the Health Commissioner to enter into a Memorandum Of Agreement with Dublin City Schools to serve as a public Point Of Dispensing (POD) for mass prophylaxis dispensing was approved subject to approval by the Franklin County Prosecuting Attorney's Office upon a motion by Mr. Bope with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-034 to authorize the Health Commissioner to enter into an agreement with Faith Mission, Inc. regarding FCPH provision of naloxone kits for usage in homeless and domestic violence shelters was approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 17-035 to amend the contract with NextGen Healthcare for an electronic health record (EHR) and practice management software system (not to exceed an additional \$12,500.00) was approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 17-036 to authorize the Health Commissioner to enter into a contract with Columbus Public Health to provide immunization education and monitoring as part of the Ohio Department of Health Immunization Action Plan Grant (revenue not to exceed \$74,981.10) was approved upon a motion by Mr. Bope with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

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Resolution 17-037 to adopt the 2018 Operating Cost Budget was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 17-038 to approve purchases was approved upon a motion by Mr. Bope with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 17-039 to convene into Executive Session in accordance with Ohio Revised Code Section 121.22(G)(1) to consider the appointment, employment, dismissal, discipline or compensation of an employee was approved, upon a motion by Mr. Bope with a second by Mr. Lupfer. Roll Call: Dr. Lane, Aye; Mr. Bope, Aye; Mr. Lupfer, Aye; Dr. Rudge, Aye - motion carried. No formal action was taken.

Personnel Actions

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

Recognition	Charlie Broschart, EH Division Manager	20 years of service
New hires	CEH Supervisor	Jennifer Frazier, March 20, 2017
	Executive Assistant to the Health Commissioner	Andrea Harless, March 20, 2017
	Children with Medical Handicaps (CMH) Nurse	Jazalene Lux, April 3, 2017
	Children with Medical Handicaps (CMH) Nurse	Susan Hamilton, April 3, 2017
Retirement	Rickie Little, Plumbing Inspector	Effective May 1, 2017
Resignations	Ginelle Lundy, Children with Medical Handicaps (CMH) Nurse	Effective March 17, 2017
Job Openings	Community Health and Wellness Supervisor	Interviews scheduled
	Director of Health Systems and Planning	Interviews completed
	Graphic and Web Designer	Interviews scheduled
	Health Educator	Interviews scheduled
	Infectious Disease (ID) Nurse	Interviews scheduled

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

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Environmental Health Report: (Attached)

Prevention & Wellness Report: (Attached)

Health Systems & Planning Report: (Attached)

Administration Report: (Attached)

Health Commissioner Report: (Attached)

Medical Director Report: Dr. Sullivan noted that influenza had peaked and cases appear to be on the decline. The flu vaccine has been 48% effective this year. The CDC has been reviewing data on the high-dose vaccine for the elderly and it has been noted to be 36% more effective than the regular dose for that age group.

The CDC is monitoring the avian flu outbreak in China to ensure that it does not become a worldwide issue.

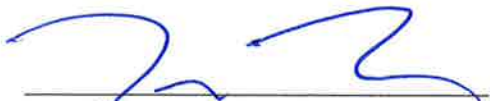
Newborns are at high risk of acquiring Hepatitis B with mother's that have tested positive. Hepatitis B is transmitted through contact with the blood and body fluids of an infected person. Transmission to newborns is 95% preventable when the mother receives the hepatitis B vaccination soon after birth. The CDC is pushing awareness and guidelines to inform the public.

Legal Counsel's Report:

Joe Durham informed the Board that he will be teaching at the Health Commissioner University on April 26, 2017 on the structures of local health departments, statutory requirements, authorities of the Board and other related legal topics.

Adjourn regular meeting, 11:15 a.m.

Respectfully submitted,



Heather Lane, President



Joe Mazzola, Secretary