

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____ 20 _____

Franklin County Public Health

Journalized on:

JUN 13 2017

**Franklin County District Board of Health
Minutes of the Board of Health
Tuesday, May 9, 2017**

Meeting Location: Memorial Hall, South Conference Room

Call to Order: Mr. Bope called the meeting to order at 9:37 a.m.

Board Members Present:

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

Board Members Absent:

Dr. Annemarie Sommer

Mitzi Kline, Director of Communication/Designated Secretary

Staff Present:

Alycia Burkitt, Administrative Assistant
Jeff Gibbs, Division Manager, Environmental Health
Garrett Guillozet, Supervisor, Food Safety Program
Radhika Iyer, Infectious Disease Supervisor
Nathan Ralph, Water Quality Supervisor
Miller Sullivan, MD, Medical Director
Stacie Williamson, CMH Supervisor
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, Business Analyst and Accreditation Coordinator
Charlie Broschart, Environmental Health Division Manager
Meghan O'Brien, Community Health Planner
Terry Bugg, Nursing Immunization Supervisor
Jennifer Polk, CDC Associate, Emergency Preparedness
Kirsten Chrzon, Emergency Preparedness Intern
Toni Stichert, Administrative Assistant

Legal Counsel:

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

Guests:

McKenzie Manns, Nursing Student

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Pledge of Allegiance

Mr. Lupfer led the Pledge of Allegiance.

Meeting Minutes:

The minutes of the April 11, 2017 were approved, upon a motion by Dr. Lane, with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Recognitions

Jennie McAdams, Community Health and Wellness Supervisor presented Meghan O'Brien, Community Health Planner, and Kristen Peters, Health Educator, their awards for one year of service.

Stacie Williamson presented Toni Stitchert, Administrative Assistant for the Children with Medical Handicaps her one year of service award.

Old Business:

None

New Business:

Administration/Public Hearings:

None

Monthly Financial Report:

Mr. Wolf reported with the 33 % of the budget year completed that Administration has spent 31% of budgeted expenditures, Prevention and Wellness 26%, Environmental 28%. Anti-Dumping 0%, Rabies 22%, Regional Public Health Infrastructure 28 %, and Construction and Demolition Debris fund 5%. Overall 28% of the 2017 operating budget was spent with 33% of the year completed yielding a positive variance of expenditures to appropriations of 5%.

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

Resolutions:

Resolution 17-054 to approve monthly 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

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Resolution 17-055 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 17-056 to authorize the Health Commissioner to enter into a contract with WEX Telematics for GPS services (expense of \$9,120.00 annually) was approved upon a motion by Dr. Lane with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 17-057 to authorize the Health Commissioner to enter into a Memorandum of Understanding with New Albany- Plain Local District to serve as a public Point Of Dispensing for mass prophylaxis dispensing use in the event of a public health emergency was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-058 to authorize the Health Commissioner to enter into a Memorandum of Understanding with Westerville City School District to serve as a public Point Of Dispensing for mass prophylaxis dispensing use in the event of a public health emergency was approved upon a motion by Dr. Rudge with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 17-059 to authorize the Health Commissioner to enter into a contract with Yellow Bird Food Shed, LLC for the purpose of purchasing food for farm to school taste test in youth development programs and schools in the summer months (expense not to exceed \$750.00) was approved upon a motion by Mr. Lupfer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 17-060 to authorize the Health Commissioner to enter into a Memorandum of Understanding with The Ohio State University College of Nursing to provide an educational site for community health workers to observe and participate in public health experiences was approved upon a motion by Dr. Lane with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Resolution 17-061 to amend the 2017 Operating Budget was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried. Abstention: Dr. Lane

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Resolution 17-062 to approve purchases was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Personnel Actions

Mitzi Kline, Director of Communication, presented the following personnel actions for Board approval:

New hires	Health Educator	Ashton Grigley, May 15, 2017
Job Openings	Performance Measurement and Accreditation Coordinator	Receiving Resumes
	Infectious Disease (ID) Nurse	Continuous Posting
Resignations	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)

Health Commissioner Report: (Attached)

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Medical Director Report:

Dr. Sullivan shared that legionella is concentrated in some areas and cannot be contracted in ways such as swimming as it must be aspirated. Legionella causes Pontiac Fever and Legionnaires' disease. Ten percent of those diagnosed with Legionnaires' Disease die. Those most at risk when contracting legionella are the elderly and those with lung issues.

The Immunization Coalition of Central Ohio (ICCO) is an organization that promotes immunizations for those of all ages. Currently, there is an outbreak of measles in Minnesota amongst the Somali population. They believe a contributing factor for this is anti-vaccine groups targeting this population. It is possible they will target the Columbus population next. The ICCO needs to approach the leaders of the Somali group in Columbus to discuss the importance of vaccinating.

We will soon be seeing a shortage of vaccines for Yellow Fever. The license to distribute this vaccine will not be available for a full year meaning sites will likely run out this summer.

Legal Counsel's Report

Joe Durham stated he will address the group in executive session.

Executive Session:

Resolution 17-063 to convene into 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 was approved, upon a motion by Dr. Lane with a second by Mr. Lupfer. Roll Call: Dr. Lane, Aye, Mr. Bope, Aye, Dr. Rudge, Aye; Mr. Lupfer, Aye - motion carried.

A motion was made by Mr. Lupfer and seconded by Dr. Rudge to reconvene the meeting at 11:27 a.m. Roll Call: Dr. Lane, Aye, Dr. Rudge, Aye; Mr. Lupfer, Aye - motion carried.

The Board of Health, following executive session, asked Joe Durham, Legal Counsel, to request an informal opinion from the Franklin County Prosecuting Attorney to determine if Dr. Heather Lane's position as a member of the Franklin County Board of Health is compatible with her employment at the Delaware General Health District. If the Franklin County Prosecuting Attorney cannot provide an informal opinion, the

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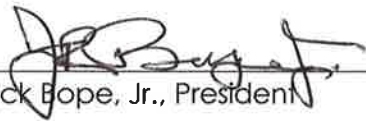
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Board requested that they then request a formal opinion from the Ohio Attorney General's Office upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

Adjourn regular meeting, 11:35 a.m.

Respectfully submitted,



Jack Bope, Jr., President



Mitzi Kline, Designated Secretary