

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held \_\_\_\_\_ 20\_\_\_\_

Franklin County Public Health

Journalized on:

NOV 14 2017

**Franklin County District Board of Health  
Minutes of the Board of Health  
Tuesday, October 10, 2017**

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

**Call to Order:** Mr. Bope called the meeting to order at 9:30 a.m.

**Board Members Present:**

Roy Barnewall, DVM, PhD  
Jack Bope Jr.  
Dr. Arthur James  
Jerry Lupfer  
Tom Rudge, PhD

**Board Members Absent:**

Joe Mazzola, Secretary

**Staff Present:**

Charlie Broschart, Environmental Health Division Manager  
Alycia Burkitt, Administrative Assistant  
Jennifer Frazier, Community Environmental Health Supervisor  
Radhika Iyer, Infectious Disease Supervisor  
Mitzi Kline, Director of Communication  
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health  
Jennie McAdams, Health Promotion & Community Engagement Supervisor  
Nathan Ralph, Water Quality Supervisor  
Jennifer Robinson, Human Resource Manager  
Ami Shah, Performance and Accreditation Coordinator  
Miller Sullivan, MD, Medical Director  
John Wolf, Finance & Business Operations Director  
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness

**Legal Counsel:**

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

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## **Guests:**

Ashira Vantrees, Morrow County Health Department

## **Pledge of Allegiance**

Mr. Lupfer led the Pledge of Allegiance.

## **Meeting Minutes:**

The minutes of the September 12, 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 welcomed Franklin County Public Health's two new Board members, Roy Barnewall, DVM, PhD, Manager of Inhalation Technology at Battelle and Arthur James, MD, FACOG, Staff Physician at Nationwide Children's Hospital; Associate Professor, Ohio State University; and Interim Executive Director of the Kirwan Institute for the Study of Race and Ethnicity. Dr. Barnewall and Dr. James were sworn in by Joseph Durham, Legal Counsel, prior to the start of the meeting.

## **Old Business:**

**Resolution 17-092** to amend/or adopt the schedule for body art fees for the 2018 operating/licensing year was approved upon a motion by Mr. Lupfer, with a second by Dr. Rudge. Ayes: All Nays: None – motion carried.

## **New Business:**

**Resolution 17-116** to approve monthly financial report and operating expenses was approved upon a motion by Dr. Rudge with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

**Resolution 17-117** to authorize the Health Commissioner to issue the Board of Health Orders (2 sewage nuisance, 2 property nuisance) was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried

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**Resolution 17-118** to renew the Fuel Card Purchase Policy (D-0007) was approved upon a motion by Dr. Rudge with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried

**Resolution 17-119** to adopt the schedule of fees for food service establishments and food service operations for the 2018 licensing year, to become effective on the date of the third reading, December 12, 2017 had its first reading.

**Resolution 17-120** to authorize the Health Commissioner to amend the 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 was approved upon a motion by Mr. Lupfer with a second by Dr. Rudge. Ayes: All Nays: None – motion carried

**Resolution 17-121** to amend the contract with NextGen Healthcare (expense of \$1,587.88) was approved upon a motion by Dr. Barnewall with a second by Dr. Rudge. Ayes: All Nays: None – motion carried

**Resolution 17-122** to authorize the Health Commissioner to amend a contract with Mighty Spark Design for website conversion services (expense not to exceed \$5,500.00) was approved upon a motion by Dr. James with a second by Dr. Rudge. Ayes: All Nays: None – motion carried

**Resolution 17-123** 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

**Resolution 17-124** to authorize the Health Commissioner to enter into an agreement with Marion Public Health for public health emergency preparedness services (revenue up to \$44,253.51) was approved upon a motion by Dr. Barnewall with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried

**Resolution 17-125** to approve purchases was approved upon a motion by Mr. Lupfer with a second by Dr. James. Ayes: All Nays: None – motion carried

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## **Personnel Actions**

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

<b>New Hires</b>	Injury Prevention Coordinator	Olivia Burton, October 16, 2017
	Human Resources Executive Assistant	Aaqila Amatus-Salaam, October 16, 2017
	CRI Coordinator	Ashira Vantrees, October 16, 2017
	IT Systems Analyst	Lloyd Glover, October 16, 2017
<b>Job Openings</b>	Public Health Nurse (BCMh)	Interviews Scheduled
	Emergency Preparedness Planner	Offer in process
	Public Health Nurse (Infectious Disease)	Interviews Scheduled
	Community Health Planner	Position Posted
<b>Resignations</b>	None	
<b>Status Change</b>	One Registered Sanitarian in Community Environmental Health (Healthy Homes) from full-time to part-time status	

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

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## **Apple Crunch Day Proclamation & "Crunch" Photo**

October is National Farm to School month. Apple Crunch Day is being officially celebrated on October 12<sup>th</sup> at noon and the purpose is to encourage schools, families, and businesses to eat healthy, local foods. Board Members adopted a proclamation supporting Apple Crunch Day and crunched into locally grown apples provided by the Health Promotion and Community Engagement staff. FCPH has encouraged its jurisdictions and partners to also proclaim and participate in Apple Crunch Day.

**Environmental Health Report:** (Attached)

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

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

**Communication Report:** (Attached)

**Health Commissioner Report:** (Attached)

## **Medical Director Report:**

Dr. Sullivan shared that there is a new recommendation regarding the Hepatitis B or HepB vaccination be given at birth. The reason is that one of the largest sources of contraction of HepB is in infants from their mother during birth. There is a 90% chance that they will be a carrier and develop chronic and life threatening diseases. The dose is recommended within 24 hours of birth.

A new study confirms that the TDAP vaccination given to mothers in the later stages of pregnancy does help prevent the contraction of Whooping Cough in young children until they are old enough to receive the vaccine themselves. During pregnancy, maternal pertussis antibodies transfer to the newborn and boost the child's immune system.

Dr. Sullivan spoke on a small cluster of Typhoid Salmonella, more commonly known as Typhoid Fever, in Columbus. There is one case in the FCPH jurisdiction. Typhoid Fever typically is contracted when traveling abroad and is treatable with antibiotics.

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### **Legal Counsel's Report**

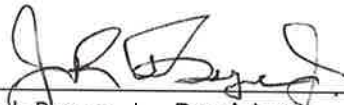
Mr. Durham stated he will address the group in continuing education on the rules and responsibilities of Board members.

### **Continuing Education**

Board Member Roles and Responsibilities – Joe Durham, Legal Counsel

Adjourn regular meeting, 11:17 am.

Respectfully submitted,

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

  
\_\_\_\_\_  
Joe Mazzola, Secretary