

**Franklin County District Board of Health
Minutes of the Board of Health
March 11, 2014**

Meeting Location: Memorial Hall, South Conference Room

Call to Order: Dr. Sommer, President, called the meeting to order at 9:30 a.m.

Board Members Present:

Jack Bope, Jr.

Jerry Lupfer

Dana McDaniel

Annmarie Sommer, MD, President

Joe Weaver

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Charlie Broschart, Division Manager, Environmental Health

Terry Bugg, Supervisor, Immunization Program

Jeff Gibbs, Division Manager, Environmental Health

Mitzi Kline, Communication and Community Health Director

Niki Lemin, Director of Environmental Health/Assistant Health Commissioner

Jim Lynch, Sanitarian, Water Quality Program

Melissa McArthur, Supervisor, Public Health Nuisance Program

Jed Plank, Public Health Nuisance Technician

Nathan Ralph, IDDE Program Manager

Dr. Miller Sullivan, Medical Director

Stacie Williamson, Supervisor, Children with Medical Handicaps

Deidra Wolf, Executive Assistant, Administration

John Wolf, Finance & Business Operations Director

Debbie Wright, Director of Nursing/Assistant Health Commissioner

Legal Counsel

Adria Fields, Franklin County Prosecuting Attorney's Office

Joseph R. Durham, Eastman & Smith Ltd.

Guests:

Mackenzie George, Nursing Student

Meeting Minutes:

The minutes of the February 11, and February 18 2014 meetings, were approved upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Old Business: None

New Business: None

Administration/Public Hearings: None

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 16% of the 2014 year complete Administration spent 16% of budgeted expenditures, Nursing spent 13% of budgeted expenditures and Environmental Health spent 14% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 1%, Rabies 14%, Regional Public Health Infrastructure 14%, Construction and Demolition Debris fund 21% and Ground Water monitoring 27%. Overall 15% of the 2014 Operating Budget has been spent, yielding a positive variance of 1%. Mr. Wolf informed the Board that the post-audit will occur at the May Finance Committee meeting. He also informed the Board that the annual financial report to the Auditor of State and the Ohio Department of Health were submitted prior to the March 1st deadline.

Resolutions:

Resolution 14-036 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 14-037 to approve purchases was approved upon a motion by Mr. Bope with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-038 to amend the 2014 Operating Budget was approved upon a motion by Mr. McDaniel with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 14-039 to adopt the 2015 Operating Budget was approved upon a motion by Mr. McDaniel with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 14-040 to renew a contract with Joseph R. Durham, Eastman & Smith, Ltd., for legal services (not to exceed \$45,000.00) was approved upon a motion by Mr. Bope with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-041 to adopt staff recommendation, issue orders for nuisance abatements and refer persons and/or properties to/or advise the Franklin County Prosecuting Attorney or appropriate municipal law director(s) regarding prosecution, injunctive or other appropriate relief was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-042 to authorize the Health Commissioner to renew an agreement with the Ohio Department of Health for participation in the Medicaid Administrative Claiming (MAC) Process was approved upon a motion by Mr. McDaniel with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Personnel Actions:

Mr. Lupfer made a motion, with a second by Mr. Bope, to approve the following personnel actions: Resignation – Renee Solomon, RN, Children with Medical Handicaps Program, effective April 4, 2014; Randy Carver, Emergency Preparedness Supervisor, effective February 28, 2014; Internal Transfer, Deidree Young from Plumbing/Solid Waste Program to Water Quality Program, effective March 24, 2014; Post a Vacancy – Emergency Preparedness Supervisor, Registered Nurse, Children with Medical Handicaps Program, Administrative Assistant, Plumbing/Solid Waste Program. Ayes: All Nays: None – motion carried.

Environmental Health Report:

Mrs. Lemin referred to her written report highlighting that she and other key staff attended a Continuous Quality Improvement Workshop through the OSU Center

for College of Public Health. She also informed the Board that environmental health regulations are being reviewed.

Public Health Nursing Report:

Mrs. Wright referred to her written report highlighting that cases of influenza-like-illnesses are decreasing. She also thanked the on-call staff for their response during the power outage on February 28th. The outage forced generators to kick on and appropriate temperatures were maintained in the vaccine refrigerator and freezer during the outage.

Administration Report:

Ms. Kline informed the Board that a Public Health Connection Call was held on February 28th. The next call is scheduled for March 20th. FCPH staff participated in the American Heart Association "Go Red" campaign on February 7th to raise awareness about heart disease in women. Ms. Kline informed the Board that Public Health Emergency Preparedness (PHEP) and Cities Readiness Initiative (CRI) funds have been appropriated. She also stated that the PHEP grant is due on March 24th. Ms. Kline informed the Board that Randy Carver, Emergency Preparedness Supervisor, resigned.

Health Commissioner's Report:

Ms. Tilgner informed the Board that the Public Health Futures Jurisdiction Meeting was held on February 19th. She will be meeting with each jurisdiction individually to follow up. She also informed the Board that the Public Health Connection Call on February 20th went very well. The Community Health Coordination (CHC) group met on February 21st. This group has identified two health issues – infant mortality and health weights. The group continues to make progress with these issues and is determined work to reduce these disparities.

Public Health Accreditation Update:

Ms. Tilgner informed the Board that staff is working with the Public Health Foundation consultant, John Moran. The first three pre-requisites will be submitted in May.

Medical Director's Report: Dr. Sullivan reported that influenza cases, both local and national, are decreasing. The predominant strain is H1N1 with the elderly and younger populations being the most affected. Dr. Sullivan commented on an article from the Journal of Pediatrics about the economic benefits of

vaccines as well as the physical benefits.

Legal Counsel's Report:

Ms. Tilgner introduced Adria Fields, Franklin County Prosecuting Attorney's Office. Mr. Durham informed the Board that litigation continues for an apartment complex in Whitehall. He also informed the Board that he will be speaking at the National Association of County and City Health Officials (NACCHO) conference in April, about Medical Reserve Corps (MRC) volunteer liability.

Adjourn regular meeting, 10:00 a.m.

Respectfully submitted,

Dr. Annemarie Sommer, President

Susan A. Tilgner, Secretary