

**Franklin County District Board of Health
Minutes of the Board of Health
July 8, 2014**

Meeting Location: Memorial Hall, South Conference Room

Call to Order: Jack Bope, President, called the meeting to order at 9:44 a.m.

Board Members Present:

Jack Bope, Jr.
Jerry Lupfer
Dana McDaniel
Joe Weaver

Board Members Excused:

Annemarie Sommer, MD

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Peggy Bartow, Human Resources Manager
Charlie Broschart, Division Manager, Environmental Health
Terry Bugg, Supervisor, Immunization Program
Garrett Guillozet, Supervisor, Food Safety Program
Jeff Gibbs, Division Manager, Environmental Health
Mitzi Kline, Communication and Community Health Director
Nathan Ralph, RS, IDDE Program
Dan Sinclair, RS, IDDE Program
Dr. Miller Sullivan, Medical Director
Stacie Williamson, Supervisor, CMH Program
Deidra Wolf, Executive Assistant, Administration
John Wolf, Finance & Business Operations Director
Debbie Wright, Director of Nursing/Assistant Health Commissioner

Legal Counsel

Joseph R. Durham, Eastman & Smith Ltd.
Adria Fields, Franklin County Prosecuting Attorney's Office

Guests:

None

Meeting Minutes:

The minutes of the June 10, 2014 meeting, were approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. 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 49% of the 2014 year complete Administration spent 44% of budgeted expenditures, Nursing spent 44% of budgeted expenditures and Environmental Health spent 42% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 7%, Rabies 39%, Regional Public Health Infrastructure 40%, Construction and Demolition Debris fund 39% and Ground Water monitoring 48%. Overall 42% of the 2014 Operating Budget has been spent, yielding a positive variance of 7%.

Mr. Wolf announced that the Finance Committee will meet on Tuesday, August 12, 2014, at 8:30 a.m.

Resolutions:

Resolution 14-073 to approve monthly operating expenses was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-074 to approve purchases was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-075 to adopt staff recommendations, 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 14-076 to authorize the Health Commissioner to enter into a Memorandum of Understanding with Columbus Public Health for Emergency Vaccine Transfer and Storage was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Personnel Actions:

Ms. Tilgner recognized Deidra Wolf, Executive Assistant, Administration, for 10 years of service. She thanked Deidra for her hard work and dedication and presented her with a token of appreciation.

Mr. Lupfer approved the following personnel actions with a second by Mr. McDaniel: New Position; Administrative Assistant, Environmental Health – Karen Peart, effective July 14, 2014; Emergency Preparedness & Training Supervisor – Benjamin Robison, effective July 21, 2014; Workforce Development & Performance Improvement Coordinator – Jennie Watt McAdams, effective August 11, 2014. Ayes: All Nays: None – motion carried.

Environmental Health Report:

Ms. Tilgner gave the Environmental Health Report in Mrs. Lemin's absence (see attached). Mr. Broschart gave a brief update on the Mosquito Control Program.

Public Health Nursing Report:

Mrs. Wright referred to her written report (see attached) highlighting that FCPH will begin providing monthly tuberculosis skin test readings for the 121st Medical Group of the Ohio Air National Guard. She also informed the Board that FCPH has an MMR vaccine clinic scheduled today at the Jackson Township Fire Department.

Mrs. Wright informed the Board that FCPH continues to follow up on the mumps outbreak. She stated that the FCPH, the Ohio Department of Health and other local health departments continue to work with the 6 local health departments affected by the measles outbreak.

Administration Report:

Ms. Tilgner gave the Administration Report in Ms. Kline's absence. She informed the Board that the Emergency Preparedness Supervisor position remains vacant. She also informed the Board that the Central Region Tabletop Exercise was held on May 15. Staff has also been busy preparing the 2014 Mosquito Control season materials and updating the website content.

Health Commissioner's Report:

Ms. Tilgner informed the Board that she continues meeting with each jurisdiction to discuss future funding of public health. She will provide a written report to the Board before the August Board meeting. She also informed the Board that she and Debbie Wright are working with Columbus Public Health to write a grant for initiatives including the Community Health Coordination (CHC) project. Ms. Tilgner informed the Board that the state conducted a site visit for the Regional Public Health Infrastructure grant.

Public Health Accreditation Update:

Ms. Tilgner stated that work has begun with a consultant from the Public Health Foundation, which the Board previously approved, to update the FCPH Strategic Plan. The current plan expires in 2014.

Medical Director's Report:

Dr. Sullivan spoke about infectious disease and vaccines, informing the Board that since the Rotavirus vaccine was first introduced in 2006 it has showed a decrease in frequency of hospital visits by 50% - 90% and that the vaccine typically lasts through preschool age with no common serious side effects. Dr. Sullivan also stated that the Advisory Committee on Immunization Practices (ACIP) recommends the flu mist over the flu injection for children ages 2 through 8 years as it appears to be more effective. He stated that if a provider does not have the flu mist available the injection is still recommended.

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Legal Counsel's Report:

None

Adjourn regular meeting, 10:15 a.m.

Respectfully submitted,

Mr. Jack Bope, President

Susan A. Tilgner, Secretary