

**Franklin County District Board of Health
Minutes of the Board of Health
October 14, 2014**

Meeting Location: Memorial Hall, South Conference Room

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

Board Members Present:

Jack Bope, Jr.
Jerry Lupfer
Dana McDaniel
Annemarie Sommer, MD
Joe Weaver

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Mike Adair, Registered Sanitarian, Healthy Homes Program
Peggy Bartow, Human Resources Manager
Charlie Broschart, Division Manager, Environmental Health
Terry Bugg, Supervisor, Immunization Program
Jeff Gibbs, Division Manager, Environmental Health
Nadine Herrell, Administrative Assistant, Environmental Health
Radhika Iyer, Supervisor, Infectious Disease
Mitzi Kline, Communication and Community Health Director
Niki Lemin, Director of Environmental Health/Assistant Health Commissioner
James May, Registered Sanitarian, IDDE Program
Jennie McAdams, Workforce Development Coordinator
Melissa McArthur, Supervisor, Nuisance Program
Dr. Miller Sullivan, Medical Director
Stacie Williamson, Supervisor, Children with Medical Handicaps
Deidra Wolf, Executive Assistant, Administration
John Wolf, Finance & Business Operations Director

Legal Counsel

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

Guests:

None

Meeting Minutes:

The minutes of the September 9, 2014 meeting, were approved upon a motion by Mr. Weaver 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 75% of the 2014 year complete Administration spent 65% of budgeted expenditures, Nursing spent 61% of budgeted expenditures and Environmental Health spent 61% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 33%, Rabies 50%, Regional Public Health Infrastructure 71%, Construction and Demolition Debris fund 67% and Ground Water monitoring 48%. Overall 63% of the 2014 Operating Budget has been spent, yielding a positive variance of 12%.

Mr. Wolf informed the Board that the Finance Committee will meet prior to the next Board meeting on Monday, November 10th at 8:30 a.m. in the Front Conference Room.

Resolutions:

Resolution 14-092 to approve monthly operating expenses was approved upon a motion by Dr. Sommer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-093 to adopt the 2015-2018 Franklin County Public Health Strategic Plan was tabled upon a request by Ms. Tilgner.

Resolution 14-094 to authorize the Health Commissioner to enter into a contract with Knowledge Capital Alliance for the Vision, Mission, Services, Goals (VMSG) Dashboard Performance Management System (\$4,800.00/annually) was approved upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-095 to authorize the Health Commissioner to enter into a loan agreement with the Ohio Department of Health to provide one High-Efficiency Particulate Air (HEPA) Vacuum was approved upon a motion by Mr. Weaver with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-096 to amend Resolution 14-012 authorizing the Health Commissioner and other representatives/employees of Franklin County Public Health to enforce provisions of the food service laws to include tagging of food equipment was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 14-097 to adopt the Schedule of Fees for 2015 (1st Reading) was presented as a first reading. No action was required by the Board.

Resolution 14-098 to authorize the Health Commissioner to renew a contract with Columbus Academy of Veterinary Medicine (CAVM) for veterinary services, support and supplies (\$8,000.00) was approved upon a motion by Dr. Sommer with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 14-099 to rescind Environmental Health Regulation #709 Rabies Control and #719 Approval of Building Plans and to adopt Regulations #104 Rabies Control and #105 Approval of Building Plans, for the protection and preservation of public health was presented as a first reading. No action was required by the Board.

Resolution 14-100 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 14-101 to authorize the Health Commissioner to enter into an agreement with the University of Cincinnati to provide student clinical experience in health promotion and education was approved upon a motion by Mr. Lupfer with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Resolution 14-102 to approve purchases was approved upon a motion by Mr. Weaver with a second by Mr. McDaniel. Ayes: All Nays: None – motion carried.

Personnel Actions:

Mr. Lupfer made a motion, seconded by Dr. Sommer, to approve the following personnel actions: Resignation – Beth Bryant, RS, Community Environmental Health, effective October 24, 2014; Retirement – Deborah Cox, RS, Food Safety Program, effective November 30, 2014; Post a Vacancy – RS, Community Environmental Health, RS, Food Safety Program, Administrative Assistant, Community Environmental Health. Ayes: All Nays: None – motion carried.

Environmental Health Report:

(Attached)

Public Health Nursing Report:

(Attached)

Administration Report:

(Attached)

Ms. Kline informed the Board that she will be testing the Central Ohio Health Alert Network (COHAN) on October 15, for Board members.

Health Commissioner's Report:

(Attached)

Ms. Tilgner informed the Board that she, Dr. Sullivan, Debbie Wright and Niki Lemin attended the Association of Ohio Health Commissioners (AOHC) annual fall conference. She also informed the Board that she, Mitzi Kline and Jennie McAdams attended the final Accreditation Learning Community Meeting. Ms. Tilgner informed the Board that at the Franklin Soil & Water Conservation District Meeting, Jim Lynch, RS, received the Conservation Stewardship Award.

Public Health Accreditation Update:

Ms. Tilgner stated that FCPH staff are in the process of collecting data and Documentation to submit to the Public Health Accreditation Board.

Medical Director's Report:

Dr. Sullivan held a brief discussion on Ebola stating that experts continue to look at how the disease is transmitted. He stated that people need to continue to follow guidance of the Centers for Disease Control and Prevention (CDC). Dr. Sullivan reported that the World Health Organization (WHO) and the CDC are working to contain the virus in Africa.

Dr. Sullivan reported that West Nile Virus is winding down and only one Ohio death was reported. Flu season is on the way and Dr. Sullivan shared statistics from 2013 of those who received their flu shots. Dr. Sullivan stated that Australia is experiencing the worst flu season in five years so it could be an indication of what's to come. He encouraged everyone to get their flu shot.

Legal Counsel's Report:

Ms. Fields stated that a nuisance case was recently closed and thanked Melissa McArthur for expediting the process.

Mr. Durham informed the Board that Melissa McArthur worked on bringing a nuisance property into compliance in Upper Arlington.

Other Business:

Mr. Lupfer thanked Jennie McAdams, Rose Kramer and Amanda Moore for attending and helping with the Fire Prevention Program on October 4th in Hamilton Township.

Ms. Tilgner reminded the Board that the next meeting is Monday, November 10 at 9:30 a.m. with the Finance Committee meeting at 8:30 a .m.

Adjourn regular meeting, 10:23 a.m.

Respectfully submitted,

Mr. Jack Bope, President

Susan A. Tilgner, Secretary