

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROPT1

Held _____

20 _____

**Franklin County District Board of Health
Minutes of the Board of Health
October 13, 2015**

**Franklin County Public Health
Journalized on:**

NOV 10 2015

Meeting Location: Memorial Hall, South Conference Room

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

Board Members Present:

Jack Bope, Jr.
Heather Lane, DVM
Jerry Lupfer
Dr. Annemarie Sommer
Joseph Weaver

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Peggy Bartow, Human Resources Manager
Alycia Burkitt, Administrative Assistant, Administration
Charlie Broschart, Division Manager, Environmental Health
Jimmie Davis, Supervisor, Community Health & Wellness Program
Jeff Gibbs, Division Manager, Environmental Health Program
Garrett Guillozet, Supervisor, Food Safety Program
Radhika Iyer, Infectious Disease Supervisor
Mitzi Kline, Communication and Community Health Director
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health
Melissa McArthur, Supervisor, Community Environmental Health Program
James May, Registered Sanitarian, IDDE Program
Jennie McAdams, Workforce Development/Accreditation Coordinator
Kyle McGlumphy, RSIT, Community Environmental Health Program
Jennifer Polk, CDC Associate
Nathan Ralph, Supervisor, Community Environmental Health Program
Nick Singer, Registered Sanitarian, Community Environmental Health Program
Carol Stasko, RN, Infectious Disease
Shaddy Swade, Emergency Preparedness Planner/CRI Coordinator
Miller Sullivan, Medical Director
Michelle Treastor, RN, Infectious Disease
Nicole Vestal, CDC Associate
Stacie Williamson, Supervisor, CMH Program
Deidra Wolf, Executive Assistant, Administration
John Wolf, Finance & Business Operations Director
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness

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Legal Counsel:

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

Guests:

None

Meeting Minutes:

The minutes of the September 8, 2015, and September 22, 2015 meeting, were approved with corrections upon a motion by Mr. Bope with a second by Mr. Weaver. 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 2015 year complete Administration spent 62% of budgeted expenditures, Prevention and Wellness spent 57% of budgeted expenditures and Environmental Health spent 59% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 28%, Rabies 26%, Regional Public Health Infrastructure 33%, Construction and Demolition Debris fund 53% and Ground Water monitoring 39%. Overall 58% of the 2015 Operating Budget has been spent, yielding a positive variance of 17%. Mr. Weaver made a motion to approve the monthly financial report with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolutions:

Resolution 15-104 to approve monthly operating expenses was approved upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-105 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. Bope. Ayes: All Nays: None – motion carried.

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Resolution 15-106 to adopt the Schedule of Fees for 2016 (1st Reading). No action was required of the board.

Resolution 15-107 to authorize the Health Commissioner to enter into a contract with Union County Health Department to provide Medical Reserve Corps (MRC) services (\$3,500.00) was approved upon a motion by Dr. Lane with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 15-108 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 Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-109 to authorize the Health Commissioner to enter into a contract with Central Ohio Trauma System (COTS) to promote the participation of the Medical Reserve Corps (MRC) in disaster preparedness planning, exercises and real world events (\$10,000.00) was approved upon a motion by Dr. Lane with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Resolution 15-110 to adopt the FCPH Compensation Plan was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 15-111 to authorize the Health Commissioner to enter into an agreement with The Ohio State University College of Nursing to provide an educational site for nursing students and community health workers to observe and participate in public health experiences was approved upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-112 to authorize the Health Commissioner to enter into a contract with the Ohio Department of Health to provide vaccinations to individuals with private insurance plans (\$50,302.69) was approved upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-113 to approve purchases was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

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Personnel Actions

Ms. Tilgner presented the following personnel actions for Board approval: New Hire: Environmental Health – James Smith, Registered Sanitarian in Training, Food Safety Program, effective November 16, 2015; Administration – Dennis Curluter, Medical Coding and Billing Specialist, effective October 19, 2015; Administration – Joseph Mazzola, Director of Information Technology, effective November 16, 2015; Administration – Shaddy Swade, Emergency Preparedness Supervisor, effective October 19, 2015; Retirement: Prevention & Wellness – Sharon Overman, Administrative Assistant, CMH Program, effective October 30, 2015; Resignation: Prevention & Wellness – Cynthia Nottingham, RN, CMH Program, effective October 21, 2015; Post Position: Prevention & Wellness – Administrative Assistant, CMH Program; Administration – CRI Coordinator. Dr. Sommer made a motion to approve all personnel actions with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Environmental Health Report:

(Attached)

Public Health Nursing Report:

(Attached)

Administration Report:

(Attached) Ms. Kline spoke about the Board's role in the upcoming site visit from PHAB. Two representatives are needed to interview with the Public Health Accreditation Board (PHAB) about how the Board interacts with the health department. Mr. Weaver and Dr. Sommer volunteered to represent the Board and Mr. Lupfer will be the alternate.

Health Commissioner's Report:

Ms. Tilgner updated the Board on the office renovation. She informed the Board that she is working with Franklin County Public Facilities Management to oversee the work being done. Completion of the office renovation is projected for October 30. Ms. Tilgner also informed the Board that the Franklin County Data Center (FCDC) is migrating FCPH's server to FCDC. Ms. Tilgner also informed the Board that she was elected President of the Association of Ohio Health Commissioners (AOHC). She will also chair the Public Affairs Committee as President-Elect and as Chair of the Ohio Public Health Association (OPHA), Ms. Tilgner was given an opportunity which will be funded by the Robert Wood Johnson Foundation, for Ohio, Washington and Oregon to do additional work on identifying core public health functions and to determine the minimum funding needed to achieve

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the core functions.

Medical Director's Report:

Dr. Sullivan informed the Board that at the recent AOHC fall conference he attended a session on the drug epidemic, specifically opioid. He talked about how this affects many people and one subject that is a concern is needle exchange. Creating a clean needle exchange program helps to reduce the spread of disease but it also creates legal and financial challenges. Project DAWN (Death Avoided with Naloxone) is an opioid overdose education and naloxone distribution (OEND) program. Program participants are educated on the risk factors of opioid overdose, how to recognize an opioid overdose, and how to respond to an opioid overdose. Participants also have access to counseling, rehabilitation and other resources. Dr. Sullivan stated that this is a public health issue as health officials and medical providers are/will be faced with providing assistance to addicts.

Legal Counsel's Report:

None

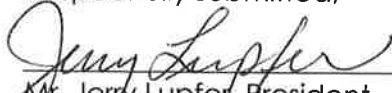
Executive Session:

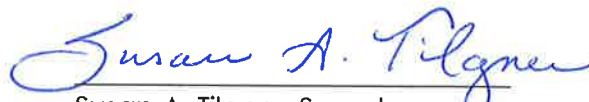
Resolution 15-114 to convene into Executive Session in accordance with Ohio Revised Code Section 121.22(G)(1) and Section 121.22(G)(3) to consider personnel and legal matters. Roll Call – Dr. Sommer, Aye, Mr. Bope, Aye, Mr. Lupfer, Aye, Mr. Weaver, Aye, Dr. Lane, Aye.

The Board came out of Executive Session – no action was taken.

Adjourn regular meeting, 10:25 a.m.

Respectfully submitted,


Mr. Jerry Lupfer, President


Susan A. Tilgner, Secretary