

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held

20

**Franklin County District Board of Health  
Minutes of the Board of Health  
February 9, 2016**

**Franklin County Public Health**

**Journalized on:**

**FEB 9 2016**

**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:**

Mike Adair, Registered Sanitarian, Healthy Homes Program  
Peggy Bartow, Human Resources Manager  
Jimmie Davis, Community Health & Wellness Supervisor  
Garrett Guillozet, Supervisor, Food Safety Program  
Jeff Gibbs, Division Manager, Environmental Health Program  
Mitzi Kline, Director of Communication  
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health  
Joe Mazzola, Health Systems & Planning Director  
James May, Registered Sanitarian, IDDE Program  
Melissa McArthur, Supervisor, Community Environmental Health Program  
Jennie McAdams, Workforce Development/Accreditation Coordinator  
Kyle McGlumphy, RSIT, Community Environmental Health Program  
Dan Sinclair, Registered Sanitarian, IDDE Program  
Shaddy Swade, Emergency Preparedness Supervisor  
Miller Sullivan, Medical Director  
Stacie Williamson, Supervisor, CMH Program  
Deidra Wolf, Executive Assistant, Administration  
John Wolf, Finance & Business Operations Director  
Eva Wollerman, Cities Readiness Initiative/Emergency Preparedness Planner  
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness

**Legal Counsel:**

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

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**Guests:**

Joey Inks, Nursing Student

**Pledge of Allegiance**

Jack Bope led the Pledge of Allegiance.

**Meeting Minutes:**

The minutes of the January 12, 2016 meeting was approved upon a motion by Mr. Weaver with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

The minutes of the January 28, 2016 Special meeting were approved by Dr. Sommer 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 8% of the 2016 year complete Administration spent 8% of budgeted expenditures, Prevention and Wellness spent 6% of budgeted expenditures and Environmental Health spent 7% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 0%, Rabies 7%, Regional Public Health Infrastructure 11%, Construction and Demolition Debris fund 17% and Ground Water monitoring 0%.

Overall 1% of the 2016 Operating Budget has been spent, yielding a positive variance of 1%. Dr. Sommer made a motion to approve the monthly financial report with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

**Resolutions:**

Resolution 16-008 to approve monthly operating expenses was approved upon a motion by Dr. Lane with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-009 to amend the 2016 Operating Budget was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

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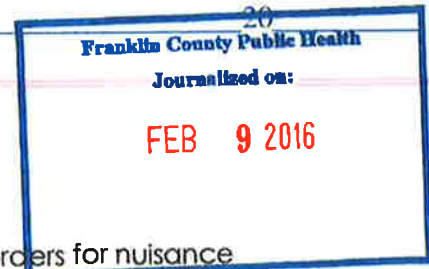
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Resolution 16-010 to adopt staff recommendations, issue orders for nuisance abatements and refer persons and/or properties to/or advise the Franklin County Prosecuting Attorney or appropriate municipal law director(s) regarding prosecution, injunctive or other appropriate relief was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-011 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. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 16-012 to authorize the Health Commissioner to renew a contract with Clarity Consultancy Services to assist FCPH Staff with the application of collective impact best practices to promote the development of our Community Health Action Teams (CHAT) (\$16,000.00) was approved upon a motion by Dr. Sommer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-013 to authorize the Health Commissioner to renew a lease with CAL-Limited, Inc. for a satellite facility located at 2000 Kenton Avenue, Columbus, Ohio 43205 was approved upon a motion by Mr. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 16-014 to authorize the Health Commissioner to enter into a contract with Columbus Public Health to provide medical gas inspections for the City of Columbus was approved upon a motion by Mr. Bope with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-015 to authorize expenditure of funds for the purpose of the 2016 Franklin County District Advisory Council Meeting (\$3,000.00) was approved upon a motion by Dr. Sommer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-016 to authorize the Health Commissioner to renew a contract with Community Housing Network to provide lead based paint inspections, risk assessments, clearance inspections, work specifications, and asbestos inspection services (\$10,000.00) was approved upon a motion by Dr. Lane with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

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Resolution 16-017 to approve purchases was approved upon a motion by Mr. Weaver with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

## **Personnel Actions**

Ms. Tilgner presented the following personnel actions for Board approval: New Hire – Prevention & Wellness, Lisa Rodrigo, Public Health Nurse, CMH Program, effective February 22, 2016; Resignation – Prevention & Wellness, Alisha Brown, Health Educator, Community Health and Wellness Program, effective February 26, 2016; Connie Trinkle, Administrative Assistant, effective February 29, 2016; Posting of Position – Prevention & Wellness, Health Educator and Community Health Planner, Community Health and Wellness Program; Administrative Assistant, CMH Program; Transfer – Prevention & Wellness, Nicole Stout, RN, from CMH Program to immunization Program, effective April 4, 2016. Dr. Sommer made a motion to accept the personnel actions seconded by Mr. Bope. Ayes: All Nays: None – motion carried.

**Environmental Health Report:** (Attached)

**Public Health Nursing Report:** (Attached)

**Administration Report:** (Attached)

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

Shaddy Swade gave a brief update on the distribution of Naloxone to police and fire divisions within Franklin County. He also informed the Board that FCPH had its annual Columbus/Franklin County Centers for Disease Control and Prevention (CDC) Assessment on January 19<sup>th</sup>. This is a joint program with Columbus Public Health.

**Health Commissioner's Report**

Ms. Tilgner reviewed the 2015 Strategic Priorities Report distributed to the Board members prior to the meeting. She informed the Board that she will share the 2016 Strategic Priorities at the March Board meeting.

**Medical Director's Report:**

Dr. Sullivan informed the Board the Centers for Disease Control and Prevention (CDC) issued a health advisory reminding clinicians that influenza anti-virals should be used for very sick people. He also informed the Board that the annual CDC immunization schedule has been released. The major changes were the addition of Meningitis B vaccine and clarification on use of the two new Meningococcal

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vaccines for people over 65. Dr. Sullivan commented on the Zika outbreak and gave some historical facts of the disease which developed in 1997 in the Zika forest of Uganda. Zika is a mild illness that most people get over but there is a concern among pregnant women in which their unborn babies can develop Microcephaly which affects a baby's brain creating developmental disabilities. Zika is also a sexually transmitted disease.

**Legal Counsel's Report:**

Mr. Durham informed the Board that a case in the City of Bexley is now closed as the property is now in compliance. He also stated that a pending case in Reynoldsburg is now compliant as well.

Adjourn regular meeting, 11:02 a.m.

Respectfully submitted,

  
Mr. Jerry Lupfer, President

  
Susan A. Tilgner, Secretary