

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
March 8, 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:

Peggy Bartow, Human Resources Manager
Charlie Broschart, Program Manager, Environmental Health
Terry Bugg, Supervisor, Immunization Program
Jimmie Davis, Community Health & Wellness Supervisor
Jeff Gibbs, Division Manager, Environmental Health Program
Garrett Guillozet, Supervisor, Food Safety Program
Radhika Iyer, Supervisor, Infectious Disease
Mitzi Kline, Director of Communication
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health
Joe Mazzola, Health Systems & Planning Director
Jennie McAdams, Workforce Development/Accreditation Coordinator
Jennifer Polk, CDC Associate, Emergency Preparedness
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
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness

Legal Counsel:

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

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____ 20____

Board of Health Minutes
March 8, 2016
Page 2

Guests:

Kemhorm Gentes
Barbara Mays

Pledge of Allegiance

Dr. Lane led the Pledge of Allegiance.

Meeting Minutes:

The minutes of the February 9, 2016 meeting were approved, with corrections, upon a motion by Mr. Bope with a second by Dr. Sommer. 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 2016 year complete Administration spent 15% of budgeted expenditures, Prevention and Wellness spent 13% of budgeted expenditures and Environmental Health spent 13% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 3%, Rabies 11%, Regional Public Health Infrastructure 14%, Construction and Demolition Debris fund 35% and Ground Water monitoring 0%.

Overall 14% of the 2016 Operating Budget has been spent, yielding a positive variance of 2%. 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 16-018 to approve monthly operating expenses was approved upon a motion by Dr. Sommer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-019 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,

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____ 20____

Board of Health Minutes
March 8, 2016
Page 3

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 16-020 to authorize the Health Commissioner to enter into a contract with Charles E. Harris & Associates for annual audit services for 2015-2017 (not to exceed \$25,620.00) was approved upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-021 to authorize the Health Commissioner to enter into a contract with the Gordon Flesch Company for a multi-function copier lease agreement and monthly maintenance (\$6,500.00) was approved upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 16-022 to authorize the Health Commissioner to enter into a contract with Windsor Construction, LLC for Water Quality Partnership water taps of single family residences in Leonard Park was approved upon a motion by Dr. Sommer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-023 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 Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 16-024 to adopt the 2017 Operating Cost Budget was approved upon a motion by Mr. Weaver with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-025 to authorize the Health Commissioner to enter into a contract with the Columbus Medical Association to distribute public health alerts to all local health care providers (\$750.00 annually) was approved upon a motion by Mr. Bope with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-026 to authorize the Health Commissioner to enter into a contract with Saraniecki Institute for Nutrition & Environmental Health, Inc., to provide instruction and coaching to prepare candidates for the National Environmental Health Association's Registered Environmental Health Specialist Examination (\$2060.00) was approved upon a motion by Mr. Weaver with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-027 to authorize the Health Commissioner to renew a contract with the Ohio Department of Health for active or direct active monitoring of at risk

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____ 20____

Board of Health Minutes
March 8, 2016
Page 4

Ebola travelers (amount to be determined) was approved upon a motion by Dr. Lane with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-028 to approve purchases was approved upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 16-029 to authorize the Health Commissioner to enter into a contract with the Franklin County Board of Commissioners to assist with outreach and awareness for annual flu vaccination and to continue an adult immunization program (\$52,800.00) was approved upon a motion by Dr. Sommer with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

Personnel Actions

None

Environmental Health Report: (Attached)

Public Health Nursing Report: (Attached)

Administration Report: (Attached)

Health Systems & Planning Report: (Attached)

Health Commissioner's Report (Attached)

Ms. Tilgner informed the Board that the Stimmel Road property had sold and FCPH received money as a reimbursement from the clean-up of the property. She also informed the Board that her performance review is due in April. Ms. Tilgner updated the Board on her primary focus with the Association of Ohio Health Commissioners (AOHC) stating that she is working on statewide accreditation and learning community grants and she stated that AOHC is in support of local health departments becoming accredited.

Medical Director's Report:

Dr. Sullivan informed the Board that influenza activity remains high and widespread. He stated that there is a 60% effective rate with this season's vaccine. Dr. Sullivan also updated the Board on the effectiveness of the Human Papilloma (HPV) Vaccine which continues to show a decrease of cases. Health care providers continue to promote the vaccine and have excellent data to support it.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Held _____

20 _____

Board of Health Minutes
March 8, 2016
Page 5

Legal Counsel's Report:

Mr. Durham discussed a February 2016 appellate decision out of Champaign County involving the prosecution of an individual for failure to comply with a Board of Health Order, finding the State failed to introduce any evidence at trial regarding the Health District's order. Also, he shared with the Board that OPERS recently determined that an OPERS member and former public employee currently serving as a board member of a local health district was considered "re-employed" for purposes of OPERS which significantly affected the board members retirement benefits including health care.

Adjourn regular meeting, 10:51 a.m.

Respectfully submitted,


Mr. Jerry Lupfer, President


Susan A. Tilgner, Secretary