

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
July 12, 2016**

Franklin County Public Health

Journalized on:

AUG 09 2016

Meeting Location: Memorial Hall, South Conference Room

Call to Order: Dr. Lane called the meeting to order at 9:30 a.m.

Board Members Present:

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

Board Members Absent:

None

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Charlie Broschart, Division Manager, Environmental Health
Terry Bugg, Supervisor, Immunization Program
Jimmie Davis, Community Health and Wellness Supervisor
Jonathon Dye, Data Analyst
Jeff Gibbs, Division Manager, Environmental Health Program
Garrett Guillozet, Supervisor, Food Safety Program
Todd Hansen, Executive Assistant, Human Resources
Mitzi Kline, Director of Communication
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health
Joe Mazzola, Health Systems & Planning Director
Jennie McAdams, Business Analyst, Accreditation Coordinator
Meghan O'Brien, Community Health Planner
Nathan Ralph, Supervisor, Community Environmental Health Program
Miller Sullivan, Medical Director
John Wolf, Finance & Business Operations Director
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness
Shaddy Swade, Emergency Preparedness Supervisor

Legal Counsel:

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

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Guests:

Ashley Ray, FCPH Intern

Pledge of Allegiance

Jack Bope, Jr. led the Pledge of Allegiance.

Meeting Minutes:

The minutes of the June 14, 2016 meeting were approved, upon a motion by Mr. Lupfer, with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Old Business: Resolution 16-057 to amend the FCPH Compensation Plan was approved with text changes on page 2 of the Compensation Plan clarifying that the Board approves new positions, upon a motion by Dr. Sommer with a second by Mr. Weaver. Ayes: All Nays: None – motion carried.

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 50% of the 2016 year completed Administration spent 43% of budgeted expenditures, Prevention and Wellness spent 43% of budgeted expenditures and Environmental Health spent 40% of budgeted expenditures. Mr. Wolf attributed the 40% in Environmental Health to the sewer repair programs and state grant programs that are not yet underway. Also, in Prevention and Wellness, the Electronic Medical Record has not yet been received. Other budgeted expenditures include Anti-Dumping fund 4%, Rabies 42%, Regional Public Health Infrastructure 47%, and Construction and Demolition Debris fund 92%. Overall 42% of the 2016 Operating Budget has been spent, yielding a positive variance of 8%.

Mr. Wolf reminded the Board that prior to next month's Board meeting, there will be the regularly scheduled Finance Committee Meeting. Mr. Weaver made a motion to approve the monthly financial report with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

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Resolutions:

Resolution 16-060 to approve monthly operating expenses was approved upon a motion by Mr. Bope with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-061 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 Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 16-062 to authorize the Health Commissioner to enter into a contract with Matthew Stefanak, independent contractor for state, regional and local public health Emergency Preparedness services (not to exceed \$25,127) was approved, upon a motion by Mr. Bope with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-063 to authorize the Health Commissioner to renew a contract with the Association of Ohio Health Commissioners for state, regional and local public health emergency preparedness services (not to exceed \$15,000) was approved, upon a motion by Mr. Bope with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-064 to authorize the Health Commissioner to renew a contract with Columbus Public Health for local Public Health Emergency Preparedness (PHEP) and Cities Readiness Initiative (CRI) funds (not to exceed \$288,897.78) was approved, upon a motion by Mr. Bope with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 16-065 to adopt a travel policy for Franklin County Public Health employees was approved, upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 16-066 to authorize the Health Commissioner to amend a contract with two public health associates from the Centers for Disease Control and Prevention (CDC) Public Health Assessment Program (PHAP) for parking reimbursement (\$300.00) was approved, upon a motion by Mr. Luper with a second by Mr. Bope. Ayes: All Nays: None – motion carried

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Resolution 16-067 to adopt the Franklin County Public Health Information Technology (IT) Policy was approved, upon a motion by Mr. Weaver with a second by Mr. Bope. Ayes: All Nays: None – motion carried

Resolution 16-068 to authorize the Health Commissioner to enter into a contract with the National Network of Public Health Institutes (NNPHI) for a shared services mini grant (not to exceed \$9,765.00) was approved, upon a motion by Mr. Lupfer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 16-069 to approve purchases was approved, upon a motion by Mr. Weaver with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Personnel Actions

Ms. Tilgner presented the following personnel actions for Board approval:

Recognition – Jonathon Dye, Data Analyst, Health Systems & Planning, 5 years of service; Stephanie Cornell, Administrative Assistant, Prevention & Wellness, 10 years of service; Jeff Gibbs, Division Manager, Environmental Health, 20 years of service;

Resignation – Deidra Wolf, Executive Assistant, Administration, effective July 8, 2016;

Retirement – Deidree Young, Administrative Assistant, Water Quality, effective July 31, 2016

Mr. Luper made a motion to accept the Personnel Actions with a second by Mr. Bope. Ayes: All Nays: None - motion carried.

Environmental Health Report: (Attached)

Prevention & Wellness Report: (Attached)

Administration Report: (Attached)

Health Systems & Planning Report: (Attached)

Mr. Mazzola added that his team will create an Immediate Action Plan to address the current opiate abuse and addiction situation. The purpose of this document is to outline expected actions to be taken by FCPH programs and staff as we work with the other partner agencies on the Franklin County Opiate Crisis Task Force.

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Health Commissioner's Report (Attached)

Ms. Tilgner noted that senior leadership and supervisors will begin today to review and update the FCPH Strategic Plan, to be implemented in 2017.

Medical Director's Report:

Dr. Sullivan stated that the Immunization Program had their annual site visit by the Ohio Department of Health for the Vaccines for Children program. The site visit was very successful and Dr. Sullivan complimented staff on always doing great work.

Dr. Sullivan updated the Board about the recent amebic meningoencephalitis case associated with exposure to *Naegleria fowleri* that was investigated by Franklin County Public Health. The case was a young woman who was exposed in North Carolina, and subsequently died. The amoeba is found in warm water and can only do serious harm if inhaled through the nasal cavity, which extension of the central nervous system that contains a barrier to the brain. If that barrier is breached, the amoeba enters the brain causing swelling and damage. Dr. Sullivan also noted that the amoeba is not rare in the environment, human cases are rare. Since 1962, there have only been 138 cases nationwide. Only 3 of those cases survived. There is a new experimental drug to help combat the effects; however, it must be administered within a short period of time.

Given the recent Nitrate Advisory issued for parts of the Columbus and Franklin County public water supply, Dr. Sullivan discussed the effect on high risk groups. Infants especially have different flora or bacteria in their G.I. track that change nitrates into nitrites. Nitrites are easily absorbed into the blood stream and bind with oxygen cells. This in turn causes a reduction in the oxygen-carrying capacity of blood known as Methemoglobinemia. He stated it is important that these at risk groups be aware when nitrate advisories are issued and shared that great work had been done during the recent situation.

Dr. Sullivan updated the Board regarding the recent study stating that FluMist has little effect on the flu virus. The manufacturer will no longer be supplying the drug for use. This could affect the number of children obtaining the vaccine this year.

Legal Counsel's Report:

Mr. Durham noted that an enforcement case in Hilliard will go to court this week. Mr. Durham also informed the Board that Whitehall is closing on The Commons at Royal Landing and will vacate it over the next 6 months. They are working with Community Housing Network to find alternate homes for the residents and will be demolishing the site. There are two cases in Reynoldsburg and one in Dublin that will be heard in court in August.

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Executive Session:

Resolution 16-070 to enter into executive session in accordance with Ohio Revised Code Section 121.22(G)(1) to consider personnel matters was approved, upon a motion by Dr. Sommer with a second by Mr. Bope. Roll Call: Mr. Lupfer, Aye; Mr. Bope, Aye; Dr. Sommer, Aye; Mr. Weaver, Aye; Dr. Lane, Aye - motion carried.

The Board came out of executive session.

Adjourn regular meeting, 11:00 a.m.

Respectfully submitted,



Dr. Heather Lane, President



Susan A. Tilgner, Secretary