

The Board of the Logan County Health District met in regular session on Wednesday, February 4, 2009. Vice-President Dr. Grant Varian called the meeting to order at 1:05 p.m. followed by recitation of the Pledge of Allegiance. The following members were present on roll call: Mr. Henschen, Mrs. Price, Mr. Stolly, and Dr. Varian, constituting a quorum. Staff members present were Health Commissioner Boyd C. Hoddinott, Administrator Lisa G. Downing, Environmental Health Director Craig D. Kauffman, Director of Nursing Kay Schroer, and Home Health Supervisor Jennifer Wren. Reporter Mandy Hochstedler of the *Bellefontaine Examiner* was also in attendance.

#### **IN THE MATTER OF MINUTES**

It was moved by Mr. Stolly and seconded by Mrs. Price that the Board approve the minutes of January 7, 2009, as previously mailed. Ayes: Mr. Henschen, Dr. Varian, Mrs. Price, Mr. Stolly. Nays: none. Motion carried.

#### **IN THE MATTER OF MONTHLY BILLS**

It was moved by Mr. Henschen and seconded by Mrs. Price that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mr. Stolly, Dr. Varian, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF PUBLIC FORUM**

No one was present for the public forum portion of the meeting.

#### **IN THE MATTER OF ANNUAL EVALUATION – T. SMITH**

Environmental Health Director Craig D. Kauffman introduced Safety and Sanitation Coordinator Timothy Smith, a 23-year health district employee, who offered comments regarding his duties and responsibilities. Mr. Kauffman then presented Mr. Smith's annual performance evaluation, noting job development inventory score in the *Achieves* range. It was moved by Mr. Stolly and seconded by Mr. Henschen that the Board accept the evaluation and approved a 3.0% COLA for Mr. Smith to \$26.89 hourly for 70 biweekly hours effective February 7, 2009. Ayes: Dr. Varian, Mrs. Price, Mr. Henschen, Mr. Stolly. Nays: none. Motion carried.

#### **IN THE MATTER OF LICENSING VIOLATION ORDERS**

##### ***Spend A Day, Inc., 9481 SR 708, Russells Point; Rebo Inc., Licensee; Jim Reed, President***

It was moved by Mrs. Price and seconded by Mr. Stolly that the Board issue an order to the licensee of Spend A Day, Inc. correct the following fourth violations of their Manufactured Home Park license within 30 days. Ayes: Mr. Henschen, Dr. Varian, Mr. Stolly, Mrs. Price. Nays: none. Motion carried.

- Ohio Administrative Code 3701-27-08
  - Fencing on Lot 27 attached to sides of awning creating spacing violation;
- Ohio Administrative Code 3701-27-27
  - Drain tile washed out under shed on lot 40; and
- Ohio Administrative Code 3701-27-083
  - No placement notification form submitted for enclosed awning on lot 48.

##### ***Huntsville Trailer Park, 6675 Willoby Alley, Huntsville; Larry Kussmaul, Licensee***

It was moved by Mrs. Price and seconded by Mr. Henschen that the Board issue an order to the licensee of Huntsville Trailer Park to correct the fifth documented violation of Ohio Administrative Code 3701-27-082 for no inspection of blocking and tie-downs on lot #2 with ten (10) days. Ayes: Dr. Varian, Mr. Henschen, Mrs. Price. Nays: none. Abstain: Mr. Stolly. Motion carried.

#### **IN THE MATTER OF NUISANCE VIOLATIONS**

The Environmental Health Director presented the following nuisance violations for Board action following citizen complaints and non-compliance with sanitarian and/or Board orders following investigation.

##### ***Robert Allen, Grove City OH***

On November 5, 2008, the Board issued an order to Robert Allen to demolish his condemned house at 6725 Lima Street, Huntsville. The order has not been complied with. It was moved by Mr. Stolly and seconded by Mrs. Price that the Board issue an order to Mr. Allen pursuant to Ohio Revised Code 3707.02 to appear before the Board at the March 4, 2009, meeting to show cause why the Board should not contract for the demolition and debris removal. Ayes: Mr. Henschen, Dr. Varian, Mrs. Price, Mr. Stolly. Nays: none. Motion carried.

***Roger Lusk, Plain City OH***

Mr. Lusk owns the closed Hidden Valley Resort at 11141 State Route 366, Lakeview, with a large pile of solid waste covering the dumpster. It was moved by Mr. Henschen and seconded by Mr. Stolly that the condition at this premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; that Mr. Lusk be ordered to remove all solid waste within seven (7) days and maintain the premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue orders on behalf of the Board. Ayes: Mrs. Price, Dr. Varian, Mr. Stolly, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF FEE ESTABLISHMENT – HOME DAY CARE INSPECTIONS**

In response to periodic requests for basic sanitation and safety inspections of private home day care facilities, it was moved by Mr. Stolly and seconded by Mrs. Price that the Board establish a fee of \$100.00 per inspection to cover personnel and administrative costs. Ayes: Dr. Varian, Mr. Henschen, Mrs. Price, Mr. Stolly. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

Director of Nursing Kay Schroer offered comments on the immunization program since the reduction in the number of clinics being offered by the health district. She reported that regular Thursday childhood clinics scheduled for 9:00 to 11:00 a.m. are often running until 1:00 p.m., and the once monthly adult clinic is heavily attended and also running long. Various ways to handle the volumes are being considered. Mrs. Schroer also presented the following nursing division statistics for December 2008:

Home Health: 47 patients; 15 admissions; 206 RN visits; 29 HHA visits; 73 PT visits; 32 OT visits

Public Health: 2 RN visits; 2 blood pressure clinics with 28 clients; 5 TB clinics with 31 skin tests; 1 ARC client with 1 test; 4 BCMH visits and 35 contacts; 14 Welcome Home newborn visits

Communicable Disease: 14 confirmed- Chlamydia (9); Hepatitis C (1); Influenza (1); Strep Pneum ISP (3)

Immunization Program: 3 regular clinics and 2 special clinics with 157 injections given to 32 clients; 3 adult clinics with 62 injections given to 59 clients; 152 flu shots; 2 pneumonia shots

Women, Infants and Children: 43 new clients; 148 recertifications; 1170 total participants

School Health; 4 school visits; 26 vision screenings/5 referrals; 21 hearing screenings/3 referrals

Health Ed: 2 other agency classes/19 attendees

Race for all programs: 1434 Caucasian; 10 American Indian; 7 Asian descent; 69 Black; 19 Hispanic; 1 Other non-White

**IN THE MATTER OF LICENSURE RECERTIFICATION SURVEY – HOME HEALTH AGENCY**

Home Health Supervisor Jennifer reported on the plan of action submitted to the Ohio Department of Health in response to the Home Health Agency's standard licensure recertification survey completed in December, 2008. She noted that deficiencies were minor in the areas of Plan of Care, RN Duties, Supervision, and Initial Assessment Visit, and all have been addressed and corrected.

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Financial reports for the month of December 2008 and the final 2008 fiscal year were reviewed by Administrator Lisa G. Downing. Final expenditures for 2008 were 86% of appropriations, with the total revenue estimate over by 4% largely due to outstanding Home Health Medicare reimbursements. It was moved by Mr. Henschen and seconded by Mr. Stolly that the Board authorize Vice-President Varian to approve review of the financial reports. Ayes: Mrs. Price, Dr. Varian, Mr. Stolly, Mr. Henschen. Nays: none. Motion carried

**IN THE MATTER OF RESIGNATION – P. LYONS**

It was moved by Mr. Stolly and seconded by Mrs. Price that the Board accept the resignation for the purpose of retirement of public health Nurse Phyllis Lyons effective January 9, 2009. Ayes: Mr. Henschen, Dr. Varian, Mrs. Price, Mr. Stolly. Nays: none. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

At 1:45 p.m. it was moved by Mrs. Price and seconded by Mr. Henschen that the Board enter executive session to discuss personnel matters. Ayes: Dr. Varian, Mr. Stolly, Mr. Henschen, Mrs. Price. Nays: none. Motion carried.

**IN THE MATTER OF RETURN TO OPEN SESSION**

It was moved at 2:03 p.m. by Mr. Henschen and seconded by Mrs. Price that the Board return to open session. Ayes: Mr. Stolly, Dr. Varian, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF WAGE CONTINUATION – C. IRICK**

It was moved by Mr. Stolly and seconded by Mrs. Price that the Board approve wage continuation for Director of Nursing Cynthia Irick for an additional 45 days for the period February 7, 2009, and March 23, 2009. Ayes: Mr. Henschen, Dr. Varian, Mrs. Price, Mr. Stolly. Nays: none. Motion carried.

**IN THE MATTER OF ADJOURNMENT**

Following confirmation of the next meeting as Wednesday, March 4, 2009, it moved at 2:09 p.m. by Mr. Henschen that the Board to adjourn. The motion was seconded by Mrs. Price. Ayes: Mr. Stolly, Dr. Varian, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

*on file*

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Grant K. Varian, Vice President

*on file*

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Boyd C. Hoddinott, M.D., Secretary