

The Board of the Logan County Health District met in regular session on Wednesday, August 5, 2009. President Spath called the meeting to order at 1:00 p.m. followed by the pledge to the flag. The following members were present on roll call: Mr. Spath, Mr. Henschen, Mr. Hines, Mrs. Price, and Mr. Alloway, constituting a quorum. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Reporters Mandy Hochstedler of the *Bellefontaine Examiner* and Miriam Stoner of *WPKO* radio were in attendance, along with guests Dave Leiter and Jeff Moore.

IN THE MATTER OF MINUTES

It was moved by Mr. Hines and seconded by Mr. Henschen that the Board approve the minutes of the July 8, 2009, regular meeting as mailed. Ayes: Mr. Alloway, Mrs. Price, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF MONTHLY BILLS

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

IN THE MATTER OF PUBLIC FORUM

Dave Leiter, Richland Township trustee, was present to inquire on the progress of the nuisance property on Walnut Street in the Williams Addition in North Fork. Environmental Health Director Craig D. Kauffman stated he has been provided no physical location to deliver sanitarian orders, but would do so when that information is provided. Mr. Leiter also questioned if something could be done about the geese in the outdoor eating area of the Tilton Hilton on Turkeyfoot. Mr. Kauffman relayed that there is nothing in the food code addressing this issue, however he would speak with the owners about fencing.

Jeff Moore, 3641 SR 235, DeGraff, addressed the Board regarding his property adjacent to the Riverside Campground. Mr. Moore stated that occupants of the campground continually dump their trash on him, and that he believes raw sewage is also being discharged onto his land. Mr. Kauffman confirmed receipt of a nuisance complaint phone in by Mr. Moore on August 3, 2009, and agreed that the inspecting sanitarian would contact Mr. Moore to hear his complaints before making a camp inspection later in the week.

IN THE MATTER OF STAFF INTRODUCTIONS

Director of Nursing Kay Schroer introduced staff members Kathleen Davis and Tracy Davis, both registered nurses for the Women, Infants and Children project, who in turn explained their individual job duties and responsibilities.

IN THE MATTER OF ANNUAL EVALUATION – K. CASADY

Mr. Kauffman presented the annual performance evaluation of Sanitarian Kim Casady, noting an *Achieves* score. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board accept the evaluation and authorize a 3% COLA to \$17.74 hourly for 70 biweekly hours effective August 8, 2009. Ayes: Mrs. Price, Mr. Alloway, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF POLICY AMENDMENT – LCHD RESOLUTION 2003-08

Environmental Health Director Craig D. Kauffman stated that pursuant to Ohio Revised Code 3717.29, the Board of Health may only authorize the Health Commissioner to *suspend* retail food establishment licenses. Logan County Health District Resolution 2003-08, adopted December 3, 2003, gives authority to the Health Commissioner to also *revoke* such licenses. This matter was brought to Mr. Kauffman's attention during a recent Food Establishment Program survey by the Ohio Department of Agriculture. It was moved by Mr. Henschen that the Board waive the three-reading rule and amend LCHD Resolution 2003-08 on an emergency basis, rescinding the words "or revoke". The motion was seconded by Mrs. Price, and on roll call the vote was: Mr. Hines- aye; Mr. Alloway- aye; Mrs. Price- aye; Mr. Hines- aye. Nays: none. Motion carried.

IN THE MATTER OF PROPERTY CONDEMNATION – J. KRZEMINSKI

Jay Krzeminski, Englewood, Ohio, owns an abandoned house at 149 Clermont Avenue in Russells Point that has been vacant longer than one (1) year and meets the condemnation protocol of the Board of Health. Mr. Krzeminski has not responded to requests for contact, and the Village of Russells Point indicates they have funds to abate the nuisance for the Board. It was moved by Mr. Hines and seconded by Mr. Henschen that a citation be issued under Ohio Revised Code 3707.02 ordering Jay Krzeminski to appear before the Board on September 2, 2009, to show

cause why the Board should not cause the nuisance to be abated by removing the structure and all debris. Ayes: Mr. Alloway, Mrs. Price, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE VIOLATIONS

Mr. Kauffman presented the following nuisance violations for Board orders following citizen complaints and non-compliance with sanitarian orders following investigation.

Lowell Hines, 301 Main Street, Quincy

Mr. Hines' property has open manufactured home skirting, metal waste and siding piled in back, and a trailer with waste containers. Garbage noted beside the door on initial inspection was removed following the sanitarian citation. Mr. Kauffman recommended an order to remove the remaining solid waste within 14 days.

Rick Hutchins, 222 East State Street, West Mansfield

The house at this address has a solid waste accumulation including cardboard barrel of trash, paint cans and buckets. Mr. Kauffman recommended an order to Mr. Hutchins to remove all solid waste within seven (7) days.

Robert Brown, 9011 Princess Road, Lakeview

This property owned by Mr. Brown has a cinder block burn ring with solid waste including motor oil and plastic containers. Mr. Kauffman recommended an order to cease open burning of solid waste immediately and to remove all solid waste from burn ring within three (3) days.

Following review of individual case documents and recommendations, it was moved by Mrs. Price and seconded by Mr. Henschen that pursuant to Ohio Revised Code 3707.01 the conditions at each of these premises be declared a public nuisance and a hazard to the health and safety of the citizens of the health district; and that *Lowell Hines, Rick Hutchins, and Robert Brown* each be ordered to abate their individual nuisances by the means recommended and maintain their premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue individual orders on behalf of the Board. Ayes: Mr. Alloway, Mr. Hines, Mr. Henschen, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF REQUESTS FOR VARIANCE

Mr. Kauffman presented the following requests for variance from established codes.

Betty Kennedy, 9943 Buckeye Drive, Huntsville OH

Ms. Kennedy requested variance from Ohio Administrative Code 3701-28 to install a well 2 feet 6 inches from a driveway instead of the 5 feet required at 9933 Buckeye Drive in Huntsville. Sanitarian Kim Casady recommended approval as the best location option on the small lot.

Jon K. Sayers, 7860 Meadowlark Lane, N., Reynoldsburg OH

Mr. Sayers requested variance from Ohio Administrative Code 3701-28 to install a well 7 feet from the house instead of the 10 feet required at 7748 Walnut Street, Russells Point. Sanitarian Kim Casady recommended approval as the best option on the property.

Todd Hinze, 5295 Baronscourt Way, Dublin OH

Mr. Hinze requested variance from Ohio Administrative Code 3701-28 to install a well 12 feet from the road right-of-way instead of the 25 feet required at 9465 CR 254, Belle Center. Sanitarian Lisa Engle recommended approval as the best option on the property.

David Saxton, PO Box 116, Middleburg OH

Mr. Saxton requested variance from Ohio Administrative Code 3701-28 to install a well 106 feet from buried gas tanks with secondary containment instead of the 150 feet required at Middleburg Service Center, 12020 Green Street, Middleburg. The current well is about 20 feet from the gas tank, and Sanitarian Timothy Smith recommended approval due to increased public health safety and as the only option for a drinking water well.

Following review of all requests, it was moved by Mr. Hines and seconded by Mr. Henschen that the Board approve the individual variances, to become invalid with the availability of central water supply. Ayes: Mrs. Price, Mr. Alloway, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS – K. DAVIS/T.DAVIS/L. BARNES

Director of Nursing Kay Schroer presented annual performance evaluations for WIC nurses Kathleen Davis and Tracy Davis; and for Home Health nurse Leigh Barnes as completed by her supervisor, Jennifer Wren. Noting *Achieves* scores for each individual, it was moved by Mr. Alloway and seconded by Mr. Henschen that the Board accept all the evaluations and authorize 3% cost of living adjustments as follows. Ayes: Mrs. Price, Mr. Hines, Mr. Henschen, Mr. Alloway. Nays: none. Motion carried.

- *Kathleen Davis* to \$24.16 hourly for 56 biweekly hours retroactive to July 25, 2009
- *Tracy Davis* to \$22.90 hourly for 70 biweekly hours retroactive to July 25, 2009
- *Leigh Barnes* to \$21.45 hourly for 70 biweekly hours effective August 21, 2009

IN THE MATTER OF RABIES IMMUNIZATION FEE

The nursing director spoke to the matter of frequent price increases for Rabies vaccine, and the inadequacy of adjusting this cost on a quarterly basis as is done for other vaccines administered by the health district. Affirming the Board's desire to at least recoup costs, it was moved by Mrs. Price and seconded by Mr. Alloway that the Board authorize the fee charged for rabies vaccine to fluctuate according to *market price*. Ayes: Mr. Hines, Mr. Henschen, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF NURSING SERVICES TRIP FEE

A discussion on whether to institute a trip fee for off-site nursing services culminated in a directive for the health district's Leadership Team to further discuss the matter and make policy recommendations.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kay Schroer offered the following nursing division statistics for June 2009:

Home Health: 38 patients; 11 admissions; 152 RN visits; 20 HHA visits; 73 PT visits; 29 OT visits

Public Health: 1 RN visit; 4 blood pressure clinics with 58 clients; 11 blood sugar screenings; 1 TB clinic with 36 skin tests; 2 ARC clients with 2 tests; 10 BCMH visits and 30 contacts

Communicable Disease: 12 confirmed- Chlamydia (6); Gonorrhea (3); Hepatitis C (2); Campylobacter (1)

Immunization Program: 56 child clients with 146 injections; 17 adult clients with 22 injections

Women, Infants and Children: 51 new clients; 196 recertifications; 1196 total participants

School Health: 0 school visits

Health Education: 0 classes

IN THE MATTER OF FINANCIAL REPORT REVIEW

Noting overall revenue at 6% over projections and expenses 9% under budget mid-way through the fiscal year, it was moved by Mrs. Price and seconded by Mr. Hines that the Board authorize President Spath to approve review of the June health district financial reports as presented by Administrator Lisa G. Downing. Ayes: Mr. Alloway, Mr. Henschen, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mr. Alloway and seconded by Mrs. Price that the Board confirm the following routine fund transfers made by the Administrator to meet current financial obligations. Ayes: Mr. Hines, Mr. Henschen, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

Public Health Infrastructure Fund 055

- \$900.34 from 055-450-01025 Supplies to 055-450-01030 Equipment
- \$137.00 from 055-450-01070 Travel to 055-450-01030 Equipment
- \$500.00 from 055-450-01072 Education/Seminars to 055-450-01030 Equipment
- \$1600.00 from 055-450-01100 Workers Compensation to 055-450-01030 Equipment

District Health Fund 063

- \$500.00 from 063-450-01051 Laboratory Fees to 063-450-01034 Refunds

IN THE MATTER OF ANNUAL EVALUATION – C. KAUFFMAN

Dr. Hoddinott presented the annual performance evaluation for Environment Health Director Craig Kauffman, noting an *Achieves* score. It was moved by Mr. Hines and seconded by Mr. Alloway that the Board accept the evaluation and authorize a 3% COLA to \$31.48 hourly for 70 biweekly hours effective August 21, 2009. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF EXECUTIVE SESSION

At 1:55 p.m. it was moved by Mr. Henschen, seconded by Mrs. Price, that the Board enter executive session to discuss a personnel matter. Ayes: Mr. Alloway, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF RETURN TO OPEN SESSION

At 2:07 p.m. it was moved by Mrs. Price, seconded by Mr. Hines, that the Board return to open session. Ayes: Mr. Alloway, Mr. Henschen, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATION – D. TIDD

It was moved by Mrs. Price and seconded by Mr. Hines that the Board accept the annual performance evaluation for Home Health nurse Darcy Tidd as presented, and authorize a 3% COLA to \$22.33 hourly for 70 biweekly hours effective August 21, 2009. Ayes: Mr. Alloway, Mr. Henschen, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd C. Hoddinott offered comments on the “mess of the country’s immunization program”, and outlined the health district’s tentative plans for seasonal flu and possible H1N1 mass clinics.

IN THE MATTER OF ADJOURNMENT

Following confirmation of the next meeting date as Wednesday, September 2, 2009, Mr. Spath adjourned the meeting without opposition at 2:15 p.m.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary