

The Board of the Logan County Health District met in regular session on Wednesday, December 2, 2009. President Spath called the meeting to order at 1:03 p.m. followed by the pledge to the flag. All members were present on roll call: Mr. Spath, Mr. Henschen, Mr. Hines, Mrs. Price, Dr. Varian, and Mr. Alloway. 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. Guests included Steve Billing, Kevin Sloas, John Clary, Dave Leiter, and *Bellefontaine Examiner* reporter Mandy Hochstedler.

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

It was moved by Mrs. Price and seconded by Mr. Alloway that the Board approve the minutes of the November 4, 2009, regular meeting as mailed. Ayes: Mr. Henschen, Dr. Varian, Mr. Hines, Mr. Alloway, Mrs. Price. Nays: none. Motion carried.

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

It was moved by Mr. Henschen and seconded by Dr. Varian that the Board approve the monthly bill vouchers and order the bills paid. Ayes: Mrs. Price, Mr. Hines, Mr. Alloway, Dr. Varian, 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 LICENSE SUSPENSION HEARING – BLACKHAWK INN**

*Darrell Johnston, operator, Blackhawk Inn, 11543 SR 365, Lakeview*

Environmental Health Director Craig D. Kauffman recapped that Mr. Johnston was ordered by the Board of Health on November 4, 2009, to repair the roof of the Blackhawk Inn within 30 days and a preliminary license suspension hearing was slated for this date. Mr. Kauffman confirmed that the Board's order was received via certified mail on November 6, 2009, establishing a time limit of December 6, 2009. Steve Billing, attorney for Blackhawk Inn, was present for the hearing and was recognized by President Spath to address the Board. Mr. Billing explained that the order was received at Blackhawk Inn, not by the operator, Darrell Johnston. He also stated that the legal owner of the establishment is in question due to a land contract purchase agreement. Following discussion it was moved by Dr. Varian and seconded by Mr. Henschen that the Board table the matter of license suspension for 30 days in order to establish ownership of the facility and for the legal notice to be served correctly. Ayes: Mr. Alloway, Mrs. Price, Mr. Henschen, Dr. Varian. Nays: none. Abstain: Mr. Hines. Motion carried.

#### **IN THE MATTER OF NUSIANCE ABATEMENT HEARING – K. SLOAS**

*Kevin Sloas, 6788 SR 235, Lewistown*

The Environmental Health Director reiterated that Mr. Sloas owns condemned property at 153 Clermont Avenue, Russells Point, with an open, vacant house, and on November 4, 2009, the Board of Health issued a "citation to show cause" which was received via certified mail on November 6, 2009. The Board's order required Mr. Sloas or authorized representative to appear December 2, 2009, to show cause why the Board should not abate the nuisance by authorizing the Village of Russells Point to remove the structure and debris at no cost to the Board. Mr. Sloas was present for the hearing and was recognized by President Spath to address the Board. He stated his home is vacant and there is missing siding; however it is not open and is structurally sound. He further stated he does not believe there is justification for demolition. He also explained that the front door had been kicked in at one point, but it is now boarded and secure. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board grant an additional 30 days to seal and repair the outside of the structure and replace the door. Ayes: Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

#### **IN THE MATTER OF REQUEST FOR VARIANCE**

*Kathryn Hughes, 6537 Windjammer Drive, Huntsville*

Ms. Hughes requested variance from Ohio Administrative Code 3701-29 and Logan County Health District Regulation 26 to install a portion of a sewage system five (5) feet from an easement at property she owns in Bloom Center at 5808 CR 21, Lewistown. The rule requires 10 feet, and sanitarian Darin Cozatt recommended variance due to lot size limitation. It was moved by Dr. Varian and seconded by Mr. Henschen that the Board approve the variance. Ayes: Mrs. Price, Mr. Alloway, Mr. Hines, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF NUISANCE VIOLATION – C. BOGGS**

*Chad Boggs, 16235 Locust Avenue, Belle Center (Indian Lake Shores)*

Mr. Boggs has a failed sewage pump and sewage ponding on the ground surface. The complaint was received October 23, 2009, and sanitarian Lisa Engle issued a citation October 26, 2009. On November 3, 2009, Mr. Boggs asked for two (2) more weeks to complete the repair. Sanitarian Kim Casady re-inspected on December 2, 2009, and found no change. Mr. Kauffman recommended an order to repair the sewage pump within seven (7) days. Following review of case documents and discussion regarding the role of the Indian Lake Sanitary Sewer District in this matter, it was moved by Mr. Hines and seconded by Mr. Alloway that pursuant to Ohio Revised Code 3707.01 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; and that *Chad Boggs* be ordered to abate the nuisance by the means recommended and maintain the premises in a sanitary manner in the future; and that the Health Commissioner be directed to issue the order on behalf of the Board. Ayes: Mrs. Price, Mr. Henschen, Dr. Varian, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF LICENSEE VIOLATION – SPEEDY MART**

*Dipak Kumar, licensee, Speedy Mart, 511 South Main Street, Bellefontaine*

On October 27, 2009, Sanitarian Timothy Smith documented a seventh violation of Ohio Administrative Code 3717-1-4.2(I): no chlorine test kit to determine proper sanitizer level for food contact surfaces. It was moved by Mr. Alloway and seconded by Mrs. Price that the Board follow Mr. Kauffman's recommendation and issue an order to comply with the rule within three (3) days, with failure to result in prosecution for violation of Ohio Revised Code 3717, the penalty for which is a third degree misdemeanor for a first offense. Ayes: Dr. Varian, Mr. Hines, Mr. Henschen, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

Director of Nursing Kay Schroer reported that cases of Chlamydia are rising, but she been unable to investigate due to the time involved for response to the current flu pandemic. She stated that H1N1 vaccine continues to arrive weekly, and is being stored at various partner locations throughout the county until the grant funded walk-in cooler can be installed. Mrs. Schroer praised the health district staff, MRC volunteers, and police and emergency personnel for the smooth operation of the clinic at Ben Logan Schools, and announced the next clinic would be Sunday, December 6, 2009, from 2:00 to 5:00 p.m. at Indian Lake Middle School. Target groups will be ages 25 through 64 years with chronic health conditions and second dose for children under nine years of age, as well as all previously targeted groups. The nursing director also offered the following nursing division statistics for October 2009:

Home Health: 49 patients; 21 admissions; 190 RN visits; 34 HHA visits; 77 PT visits; 31 OT visits

Public Health: 6 RN visits; 1 blood pressure clinic with 27 clients; 1 TB clinic with 16 skin tests; 2 BCMH visits and 35 contacts; 2 newborn visit

Communicable Disease: 15 confirmed- Chlamydia (6); Hepatitis C (2); Giardia (1); Hepatitis A (1); Influenza (2); Pertussis (1); Strep Pneum ISP (1); MOTT (1)

Immunization Program: 50 child clients with 122 injections; 32 adult clients with 38 injections; 907 flu shots; 3 pneumonia shots

Women, Infants and Children: 8 new clients; 138 recertifications; 1147 total participants

School Health: 4 school visits (Riverside); 229 vision screenings/17 referrals; 235 hearing screenings/0 referrals

Health Education: 1 community class/25 attendees

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

It was moved by Dr. Varian and seconded by Mr. Henschen that the Board authorize President Spath to approve review of the October health district financial reports as presented by Administrator Lisa G. Downing. Ayes: Mr. Alloway, Mrs. Price, Mr. Hines, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF ROUTINE BOOKKEEPING**

It was moved by Mr. Henschen and seconded by Dr. Varian that the Board confirm the following bookkeeping transactions as completed by the Administrator to meet current financial obligations. Ayes: Mr. Hines, Mr. Alloway, Mrs. Price, Dr. Varian, Mr. Henschen. Nays: none. Motion carried.

**Transfer of Appropriated Funds*****Public Health Infrastructure Fund 055***

- \$4,135.33 from 055-450-01020 Salaries to 055-450-01030 Equipment
- \$1,500.00 from 055-450-01040 Reimburse Advances to 055-450-01030 Equipment
- \$3,000.00 from 055-450-01055 Contracts to 055-450-01030 Equipment
- \$1,000.00 from 055-450-01070 Travel to 055-450-01030 Equipment
- \$1,664.67 from 055-450-01110 Workers Compensation to 055-450-01030 Equipment
- \$1,300.00 from 055-450-01130 Hospital/Life Insurance to 055-450-01030 Equipment
- \$175.00 from 055-450-01055 Contracts to 055-450-01072 Education/Seminars

***Women, Infants, Children Fund 061***

- \$2,400.00 from 061-010-01170 Reimburse Advances to 061-010-01160 Health/Life Insurance
- \$461.09 from 061-010-01030 Equipment to 061-010-01160 Health & Life Insurance

***District Health Fund 063***

- \$2,700.00 from 063-450-01030 Equipment to 063-450-01035 Remit to State VSI Improvements
- \$14,891.63 from 063-450-01110 Workers Compensation to 063-450-01050 Contracts

***Food Safety Fund 067***

- \$500.00 from 067-450-01050 Refunds to 067-450-01020 Salaries
- \$100.00 from 067-450-01020 Salaries to 067-450-01070 Travel
- \$100.00 from 067-450-01040 Remit to Ag to 067-450-01070 Travel

***Home Health Fund 066***

- \$1,500.00 from 066-450-01030 Equipment to 066-450-01025 Supplies

**Additional Appropriation*****Public Health Infrastructure Fund 055***

- 055-450-01020 Salaries \$24,435.00
- 055-450-01100 OPERS \$1,325.00
- 055-450-01110 Medicare \$240.00

**IN THE MATTER OF ANNUAL EVALUATION – M. STONEROCK**

Health Commissioner Dr. Boyd C. Hoddinott presented the annual performance evaluation of Emergency Preparedness Coordinator/PIO Matthew Stonerock, noting an *Achieves* score. It was moved by Dr. Varian and seconded by Mr. Hines that the Board accept the evaluation and authorize a 3% COLA to \$17.33 hourly for 70 biweekly hours retroactive to November 28, 2009. Ayes: Mrs. Price, Mr. Alloway, Mr. Henschen, Mr. Hines, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF FISCAL YEAR END FUND ENCUMBRANCES**

It was moved by Mr. Henschen and seconded by Mrs. Price that the Board authorize the Administrator to encumber sufficient funds to meet the basic operating expenses of the health district through the fiscal year ending December 31, 2009. (See list of encumbrances in Notes to Minutes.) Ayes: Mr. Alloway, Mr. Hines, Dr. Varian, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF CHRISTMAS HOLIDAY CLOSINGS**

Upon recommendation of the health district's Leadership Team, it was moved by Mr. Henschen and seconded by Dr. Varian that the Board authorize closing of the health district offices to the public on Christmas Eve and authorize an additional 3.5 hours of holiday pay for all employees who earn holiday benefits and are scheduled to

work on December 24, 2009; and further, that employees be authorized to use available accumulated leave for the remainder of that day, subject to supervisor approval. Ayes: Mrs. Price, Dr. Varian, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF ESTABLISHING MEETING TIMES – JAN/FEB/MAR 2010**

Due to scheduling conflicts that could result in difficulties seating a quorum, it was moved by Dr. Varian and seconded by Mr. Alloway that the regular monthly meetings of the Board of Health for the months of January, February, and March 2010, be moved to 2:30 p.m., still on the first Wednesday of the month. Ayes: Mr. Hines, Mr. Henschen, Mrs. Price, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF RESIGNATION – VITAL STATISTICS REGISTRAR**

With regret and appreciation for 18+ years of service to the health district and the citizens of Logan County, it was moved by Mr. Hines and seconded by Mrs. Price that the Board accept the resignation of Vital Statistics Registrar/Environmental Clerical Specialist Cheryl A. Burch effective December 31, 2009; and further, that the Administrator be authorized to post and fill the position. Ayes: Mr. Alloway, Dr. Varian, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF EXECUTIVE SESSION**

At 2:04 p.m. it was moved by Mrs. Price and seconded by Mr. Hines that the Board enter executive session to discuss an employee disciplinary action. Ayes: Dr. Varian, Mr. Alloway, Mr. Henschen, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

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

At 2:11 p.m. it was moved by Mr. Henschen and seconded by Mr. Hines that the Board return to open session. Ayes: Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF TERMINATION – D. TIDD**

It was moved by Dr. Varian and seconded by Mrs. Price that the Board confirm the dismissal of Home Health Nurse Darcy Tidd on November 4, 2009; and further, that Home Health Supervisor Jennifer Wren be authorized to post and fill the position. Ayes: Mr. Hines, Mr. Henschen, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Dr. Hoddinott reported on a very positive on-site visit from Ohio Department of Health Director Dr. Alvin Jackson on November 12, 2009.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting as January 6, 2010, at 2:30 p.m., President Spath adjourned the meeting at 2:20 p.m. without opposition.

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Don W. Spath, President

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Boyd C. Hoddinott, M.D., Secretary