

The Board of the Logan County Health District met in regular session on Wednesday, February 3, 2010. President Spath called the meeting to order at 2:34 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Spath, Mr. Henschen, 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 Don Walters, James Reed, and *Bellefontaine Examiner* reporter Mandy Hochstedler.

IN THE MATTER OF MINUTES

It was moved by Dr. Varian and seconded by Mr. Alloway that the Board approve the minutes of the January 6, 2010, regular meeting as mailed. Ayes: Mr. Henschen, Mrs. Price, Mr. Alloway, Dr. Varian. 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: Mr. Alloway, Mrs. Price, 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 SCHEDULED HEARING – ANNA MAE REED

On January 6, 2010, the Board of Health issued a citation to owners and interested parties to appear before the Board to show cause why Lake Township Trustees should not be authorized to abate the nuisance, including an open burned house and garage, at the Anna Mae Reed property at 2875 US 68 North, Bellefontaine. Mrs. Reed's son and Power of Attorney, James Reed, was present and concurred with the proposed method of abatement. Environmental Health Director Craig D. Kauffman stated he had also been in contact with the mortgage company who voice no verbal objection. It was moved by Mrs. Price and seconded by Dr. Varian that the Board grant authority to Lake Township Trustees to abate the nuisance at their expense. Ayes: Mr. Alloway, Mr. Henschen, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF REQUESTS FOR VARIANCE

Harry Powell, 14242 Oakwood Avenue, Lakeview

Mr. Powell requested variance from Ohio Administrative Code 3701-28 to place a well 11 feet from a public road and seven (7) feet from his house. The code requires 25 feet from the road and 10 feet from house, and sanitarian Kim Casady recommended approval as the best site option.

Lorie Hulbert, 3706 SR 274 West, Huntsville

Mrs. Hulbert requested variance from Ohio Administrative Code 3701-28 to place a well seven (7) feet from existing well at this address, where the code requires 10 feet. Sanitarian Kim Casady recommended approval with condition that the existing well is sealed after construction of the new well.

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

IN THE MATTER OF ANNUAL EVALUATION – T. SMITH

Environmental Health Director presented a very favorable annual performance evaluation for Safety and Sanitation Coordinator Timothy Smith, who begins his 25th year with the health district this month. Noting a job development inventory score in the *Achieves* range, it was moved by Dr. Varian and seconded by Mr. Henschen that the Board accept the evaluation. Ayes: Mr. Alloway, Mrs. Price, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF PLUMBING CONTRACTOR EDUCATION

As a matter of information, Mr. Kauffman announced that the health district's plumbing inspector, John Clary, will hold an educational meeting to update plumbing contractors on code requirements on Tuesday, February 9, 2010, from 7:00 to 9:00 p.m. at the Logan County Highway garage conference room.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kay Schroer that 409 H1N1 vaccines were given to the general public during two clinics in January, with no plans for future special clinics. She also reviewed new state-mandated changes for childhood immunizations for the 2010-11 school year, including an additional Tdap (tetanus, diphtheria and pertussis) booster students entering seventh grade; an additional varicella (chickenpox) booster for kindergarteners; and a fourth dose of polio to be administered on or after the fourth birthday. Mrs. Schroer then offered the following nursing division statistics for December 2009:

Home Health: 40 patients; 12 admissions; 166 RN visits; 69 HHA visits; 105 PT visits; 43 OT visits; 1 SW visit

Public Health: 2 RN visits; 3 blood pressure clinics with 46 clients; 16 blood sugar checks; 1 TB clinic with 13 skin tests; 1 ARC client with 1 test; 5 BCMH visits and 40 contacts; 1 head lice check

Communicable Disease: 11 confirmed- Chlamydia (5); Hepatitis C (4); Influenza (1); Strep Pnuem ISP (1)

Immunization Program: 21 child clients with 40 injections; 25 adult clients with 32 injections; 22 flu shots

Women, Infants and Children: 26 new clients; 181 recertifications; 1153 total participants

School Health: 3 school visits (Riverside); 29 vision screenings/3 referrals; 28 hearing screenings/0 referrals

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented December health district financial reports as well as a fiscal 2009 summary fund report and ten-year balance comparison. It was moved by Mr. Henschen and seconded by Dr. Varian that the Board authorize President Spath to approve review of the reports. Ayes: Mrs. Price, Mr. Alloway, Dr. Varian, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER PERSONAL POLICY AND PROCEDURE REVISION

As recommended by the health district's Leadership Team to simplify record keeping, it was moved by Dr. Varian and seconded by Mr. Alloway that the Board approve the following revision to Logan County Health District Personnel Policies and Procedures, to align vacation carryover with the county policy. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

VACATION**SECTION 5.03**

4. a. Vacation leave must be taken in the year in which it is accrued and before the employee's next anniversary date. The employee may carry over his/her unused vacation up to a maximum of three (3) years. Any accrued but unused vacation leave in excess of the maximum three (3) years will be forfeited

IN THE MATTER OF HIRING CONFIRMATIONS

It was moved by Mr. Henschen and seconded by Mr. Alloway that the Board confirm the following hires to fill vacant positions, both subject to the standard 180-day probationary period. Ayes: Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Henschen. Nays: none. Motion carried.

- Leica McGill, Home Health Clerical Specialist, effective January 25, 2010, Grade 13, Step 6, \$12.04 hourly for 70 biweekly hours
- Amy Stephens, Public Health Nurse 2 (Home Health), effective February 8, 2010, Grade 26, Step 3, \$19.94 hourly for 70 biweekly hours

IN THE MATTER OF DISABILITY SEPARATION – C. IRICK

Following explanation that she has been on paid leave since March 2008 and has exhausted Family Medical Leave and all accumulated benefits, it was moved by Dr. Varian and seconded by Mrs. Price that the Board concur with the Health Commissioner's disability separation of D.O.N. Cynthia Irick effective January 22, 2010. Ayes: Mr. Henschen, Mr. Alloway, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Dr. Hoddinott again expressed thanks to the health district staff for their extraordinary efforts during the exhausting H1N1 situation; announced that strategic planning has resumed by the Leadership Team and will soon involve the Board; and reminded members of the annual Health District Advisory Council meeting scheduled for Thursday, March 25, 2010, at 7:00 pm at which time Dr. Varian will seek reappointment to his expiring term.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting as March 3, 2010, at 2:30 p.m., President Spath adjourned at 3:03 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary