

The Board of the Logan County Health District met in regular session on Wednesday, September 8, 2010. President Spath called the meeting to order at 1:03 p.m. followed by the pledge to the flag. Members present on roll call were 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, Environmental Health Director Craig D. Kauffman, Plumbing Inspector John Clary, Sanitarian/Lab Supervisor Lisa Engle, Sanitarian Kim Casady, Public Health Nurse Kelly Reaver, and WIC Director Christina Bramlage. Guests included Larry Stock, Linda Stock, Ralph Krouskop, Jim Robb, Mike Kern, Rob Kauffman, and Terry Dean Riley. Reporters Ashleigh Klinger of *WPKO/WBLL Radio* and Mandy Hochstedler of the *Bellefontaine Examiner* were also in attendance.

IN THE MATTER OF MINUTES

It was moved by Mr. Hines and seconded by Mrs. Price that the Board approve the minutes of August 4, 2010, regular meeting as mailed. Ayes: Mr. Henschen, Mr. Alloway, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF MONTHLY BILLS

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

IN THE MATTER OF APPEAL OF BOARD ORDER – SHOOTING STAR ESTATES

On July 6, 2010, Sanitarian Kim Casady documented repeated violation of Ohio Administrative Code 3701-27-20 at Shooting Star Estates, 10538 Buckeye Drive, Huntsville, where a vacant home on lot 7 is open on the ends with the sides splitting from the frame and with fire damage. The Board issued an order to remove the home within 21 days, and licensee Mark D. Mishler of Morristown, New Jersey is appealing the order through his representative, Mike Kern. Mr. Kern explained that the lot is owned by Richard Weak of Beaver Creek, Ohio, who seems to have abandoned it, and outlined the steps taken by the licensee to repair it and seal it from intruders. Inspecting sanitarian Lisa Engle stated she had visited the lot earlier this day and found the door of the back patio unlocked. She entered the home and found it to be unsafe with collapsing floors. A neighbor to the property, Jim Robb, was present and stated the home is abandoned, in total disrepair, and is a fire hazard and danger to his neighborhood. Following review of case documents and timely photographs taken by Ms. Engle, it was moved by Mr. Hines and seconded by Mr. Alloway that the Board deny the appeal and uphold the original order. There was no further discussion. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF REQUEST FOR VARIANCE – L. STOCK

Larry Stock, 9153 Park Street, Orchard Island requested variance from Ohio Administrative Code 3701-28-10(C) to construct a garage over an existing well. Mr. and Mrs. Stock were present, along with their architect for the project, Ralph Krouskop. Mr. Krouskop presented the building plans, stating the existing well is good with a newer submerged pump and they do not wish to abandon it. Inspecting sanitarian Kim Casady expressed his concern of constructing an enclosure over a 33 year old steel casing well that may fail at any time, stating he could not in good conscience recommend approval. Following lengthy debate, it was moved by Mr. Hines and seconded by Mr. Henschen that the Board grant a variance permitting use of the well until such time as it fails; and further, that the existing sewer line be moved to meet the code requirement of 10 feet; and further, that said variance must be rescinded upon system failure; and further, that said variance become invalid with availability of central water supply. Ayes: Mrs. Price, Mr. Alloway, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF REQUEST FOR VARIANCE – P. ZEDEKER

Philip Zedeker, 3510 TR 198, Bellefontaine requested variance from Logan County Regulation No. 26 to connect a camper to the existing sewage system serving the front dwelling at this address to assist his mother (Betty Zedeker) who resides in the dwelling. Union Township Trustee Rob Kauffman was present to voice the township's opposition to the request, stating that Betty Zedeker already possess a township variance allowing a mobile home on the property which is occupied by her daughter for the same purpose (to care for an elderly parent). No one from the Zedeker family was present for questioning. It was moved by Mr. Alloway and seconded by Mrs. Price that the Board deny the variance request. Ayes: Mr. Hines, Mr. Henschen, Mrs. Price, Mr. Alloway. Nays: none. Motion carried. Following further discussion, it was moved by Mr. Hines and seconded by Mr. Alloway that the Board issue an order to immediately cease wastewater discharge and disconnect the water supply and cease occupancy of the camper as a dwelling. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF OTHER REQUESTS FOR VARIANCE

Environmental Health Director Craig D. Kauffman presented the following additional requests for variance from established codes.

Ormonde Ricketts, 9484 SR 368, Huntsville

Mr. Ricketts requested variance from Ohio Administrative Code 3701-28 to place a well four (4) feet from the property line at this location, and Sanitarian Lisa Engle recommended approval.

Janet Heureux, 11537 Circle Drive, Lakeview

Ms. Heureux requested variance from Ohio Administrative Code 3701-28 to place a well seven (7) feet from the property line at this location, and Sanitarian Kim Casady recommended approval.

Chris Harman, 1748 CR 18, Bellefontaine

Mr. Harman requested variance from Ohio Administrative Code 3701-29 to place a garage two (2) feet from the existing septic tank at this location, and Sanitarian Tim Smith recommended approval upon condition that the sewer line be sleeved at the foundation of the garage.

Following presentation of each request and review of sanitarian recommendations, it was moved by Mr. Hines and seconded by Mr. Henschen that the Board approve each individual variance with conditions as recommended, if any; and further, that the well variances will become invalid with the availability of central water supply. Ayes: Mr. Alloway, Mrs. Price, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE VIOLATION – W. DOLAN

William M Dolan, 417 West Street, Bellefontaine owns property at 424 West Street, Bellefontaine with a burn pile consisting of two (2) burned bed mattresses and other debris. It was moved by Mr. Alloway and seconded by Mr. Hines that the Health Commissioner be directed to issue an order to Mr. Dolan on behalf of the Board to cease burning immediately, remove all solid waste within three (3) days, and to maintain the premises in a sanitary manner the future. Ayes: Mrs. Price, Mr. Henschen, Mr. Alloway, Mr. Hines. Nays: none. Motion carried.

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 Mrs. Price that the Board accept the evaluation Ayes: Mr. Alloway, Mr. Hines, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

Terry Dean Riley of Middleburg was recognized by President Spath to address the Board. Mr. Riley requested an update on the status of the condemnation order for Middleburg Apartments, reiterating the public danger. The Environmental Health Director explained that the matter is now in the hands of Logan County Municipal Court, and that violation of the court-ordered agreement is a matter that must be addressed with the court. Mr. Kaufman also stated he was instructed by the Logan County Prosecutor to obtain owner permission before entering the building, but that has not been received. He did agree to follow up on the matter and report his findings at the October 6, 2010, Board of Health meeting.

IN THE MATTER OF ANNUAL EVALUATION – C. BRAMLAGE

Director of Nursing Kay Schroer introduced WIC Director Christina Bramlage, and presented an annual performance evaluation with a score in the *Achieves* range. It was moved by Mr. Henschen and seconded by Mr. Alloway that the Board accept the review. Ayes: Mrs. Price, Mr. Hines, Mr. Alloway, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF QUARTERLY IMMUNIZATION FEES ADJUSTMENT

Mrs. Schroer presented the current schedule private pay (non-VFC or ODH provided) vaccines for quarterly adjustment based on actual costs. It was moved by Mr. Hines and seconded by Mrs. Price that the Board approve the following adjustments effective October 1, 2010. Ayes: Mr. Alloway, Mr. Henschen, Mrs. Price, Mr. Hines. Nays: none. Motion carried.

- Hepatitis B from \$40.00 to \$45.00
- Pneumovax \$60.00 (new vaccine)

IN THE MATTER OF NURSING REPORT

The Nursing Director introduced the health district's recently hired Public Health Nurse, Kelly Reaver, who was welcomed by the Board. She then presented information about flu shots, which will be given throughout the county in eight different locations at four clinics beginning September 21, as well as at a mass clinic for all ages at the health district office on Saturday, October 2. Mrs. Schroer also reported on Tdap shots administered to members of the Belle Center Amish community following an outbreak of pertussis (whooping cough), and commented on the response to an outbreak of the illness in the DeGraff Amish community. She then offered the following nursing division statistics for the month of July:

Home Health: 39 patients; 15 admissions; 248 RN visits; 56 HHA visits; 70 PT visits; 43 OT visits; 2 ST visits

Public Health: 1 RN visit; 1 lead case management; 3 blood pressure clinics/48 clients; 15 blood sugar checks; 1 TB clinic/18 skin tests; 2 ARC clients/2 tests; 6 BCMH visits/45 contacts; 8 newborn home visits; 3 head lice checks

Communicable Disease: 26 confirmed- Chlamydia (16); Gonorrhea (3); Hepatitis C (3); Campylobacter (1); Pertussis (1); Strep Pneumonia ISP (1); Lyme (1)

Immunization Program: 77 child clients/163 injections; 46 adult clients/54 injections

Women, Infants and Children: 41 new clients; 118 recertifications; 1109 total participants

School Health (Riverside): No school visits

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented health district financial reports for the month of July, noting routine expenditures and revenue as anticipated. It was moved by Mr. Henschen and seconded by Mrs. Price that the Board authorize President Spath to approve review of the reports. Ayes: Mr. Hines, Mr. Alloway, Mrs. Price, Mr. Henschen. 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 fund transfers to meet operating expenses completed by the Administrator during the month of August. Ayes: Mr. Henschen, Mr. Hines, Mrs. Price, Mr. Alloway. Nays: none. Motion carried.

Sewage Treatment Fund 054

- \$ 300.00 From 054-400-01050 Refunds To 054-400-01060 Remit to State

Women, Infants, Children Fund 061

- \$2800.00 From 0610-10-01100 Workers Compensation To 061-010-01025 Supplies

District Health Fund 063

- \$100.00 From 063-450-01000 Other Expenses To 063-450-01033 Burial Permits
- \$1000.00 From 063-450-01050 Contracts To 063-450-01030 Equipment
- \$800.00 From 063-450-01103 SW Workers Comp to 063-450-01060 SW Contracts

IN THE MATTER OF FUNDING ACCEPTANCE – FY11 PHEP GRANT

It was moved by Mr. Henschen and seconded by Mr. Hines that the Board accept the FY11 Public Health Emergency Preparedness (PHEP) Grant Notice of Award in the amount of \$92,072.00 for the project grant year of August 10, 2010, to August 9, 2011, with a required match of \$7062.00. Ayes: Mr. Alloway, Mrs. Price, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF NEW POSITION - WIC BREASTFEEDING PEER HELPER

Women, Infants and Children (WIC) Director Christina Bramlage educated the Board on a new breastfeeding support initiative that will be offered at the health district through the WIC project during the FY11 beginning October 1st. The new peer helper program is a fully-funded federal requirement, and will help raise awareness of the

benefits of breastfeeding by means of specially trained staff. She reviewed requirements for the position and outlined hiring possibilities, and presented a newly developed position description for consideration. It was moved by Mr. Henschen and seconded by Mr. Hines that the Board approve the position description as presented, and authorize commencement of the hiring process. Ayes: Mrs. Price, Mr. Alloway, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

IN THE MATTER OF POSITION REINSTATEMENT – S.I.T.

It was moved by Mrs. Price and seconded by Mr. Hines that the Board authorize reinstatement of the position of Sanitarian in Training (S.I.T.) to the health district's organizational chart, necessitated by the recent resignation of a staff sanitarian. Ayes: Mr. Henschen, Mr. Alloway, Mr. Hines, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF POSITION CHANGE – M. STONEROCK

It was moved by Mr. Alloway and seconded by Mr. Henschen that the Board approve the position change of staff member Matthew Stonerock from Emergency Preparedness Coordinator/Public Information Officer to Sanitarian in Training effective upon hire of a new EPC/PIO, to include a change in pay grade from 25 to 20, and a decrease in hourly wage from \$17.33 to \$16.58 with Mr. Stonerock's written consent. Ayes: Mrs. Price, Mr. Hines, Mr. Henschen, Mr. Alloway. Nays: none. Motion carried.

IN THE MATTER OF ANNUAL EVALUATIONS –

C. RIEGLER/K. BOLT/D. GIVENS/C. KAUFFMAN/K. SCHROER/L. DOWNING

Annual evaluations for clerical team members Corinne Riegler, Kimberly Bolt, and Dawn Givens were presented by the Administrator and by Health Commissioner Boyd C. Hoddinott for department heads Craig D. Kauffman, Kay Schroer, and Lisa Downing. Noting job development inventory scores in the *Achieves* range for all but Ms. Givens, it was moved by Mr. Hines and seconded by Mr. Henschen that the Board accept each evaluation. Ayes: Mr. Alloway, Mrs. Price, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Dr. Hoddinott expressed his appreciation for the late Don Walters, and sympathy to his family, noting he was a huge supporter of the health district and will be sadly missed. He spoke briefly about the upcoming flu season, and stated that interviews for the open staff positions in the Public Health Emergency Preparedness grant are scheduled to begin later this afternoon. The Health Commissioner also commended Sanitarian Darin Cozatt "who has moved on to new frontiers" for a job well done in his ten years with the health district.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for October 6, 2010, at 1:00 p.m., President Spath adjourned the meeting at 2:40 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary