

The Board of the Logan County Health District met in regular session on Wednesday, May 4, 2011. President Spath called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call: Mr. Spath, Mr. Henschen, Mr. Hines, Mrs. Price, Dr. Varian, 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. Dave Leiter was guest, and Mandy Hochstedler of the *Bellefontaine Examiner* was also in attendance.

**IN THE MATTER OF MINUTES**

It was moved by Mr. Henschen and seconded by Mr. Hines that the Board approve the minutes of the April 6, 2011, meeting as mailed. Ayes: Mr. Alloway, Dr. Varian, Mrs. Price, Mr. Hines, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF MONTHLY BILLS**

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

**IN THE MATTER OF PUBLIC FORUM**

No members of the public were present for this portion of the meeting.

**IN THE MATTER OF ANNUAL EVALUATION – L. ENGLE**

Environmental Health Director Craig D. Kauffman presented the annual performance evaluation of Lisa Engle, R.S./Laboratory Supervisor. 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 review. Ayes: Mrs. Price, Mr. Alloway, Mr. Hines, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF NUISANCE COMPLAINTS**

Environmental Health Director Craig D. Kauffman presented the following nuisances in violation of Ohio Revised Code 3707.01 for Board action following citizen complaints and non-compliance with sanitarian orders.

***Michelle Campbell, 179½ South Main Street, West Mansfield***

Ms. Campbell is living in an apartment without water service, a violation of Ohio Revised Code 3707.01. The Board tabled action on the matter, instructing Mr. Kauffman to gather additional information.

***Samuel Hittle, 1497 CR 533, Zanesfield***

Mr. Hittle's property has solid waste behind the house and also scrap tires and junk fence, and Mr. Kauffman recommended an order to remove all solid waste within three (3) days. It was moved by Dr. Varian and seconded by Mr. Henschen that pursuant to Ohio Revised Code 3707.01 the conditions 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 *Samuel Hittle* 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. Hines, Mr. Alloway, Mr. Henschen, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF PROGRAM SURVEYS**

The Environmental Health Director reported that the health district's Solid and Infectious Waste Program has been reapproved based on a survey by the Ohio Environmental Protection Agency during January and February 2011; and the Manufactured Home Park Program reapproved following an Ohio Department of Health survey in March 2011.

**IN THE MATTER OF ANNUAL EVALUATION – D. BAUGHMAN**

Director of Nursing Kay Schroer presented the annual performance evaluation of Diana Baughman, LPN/Aide for the Home Health Agency, as prepared by her supervisor Jennifer Wren. Noting a job development inventory score in the *Achieves* range, it was moved by Mr. Hines and seconded by Mr. Henschen that the Board accept the evaluation. Ayes: Mrs. Price, Dr. Varian, Mr. Alloway, Mr. Henschen, Mr. Hines. Nays: none. Motion carried.

**IN THE MATTER OF MEMORANDUM OF UNDERSTANDING- ODH LEAD TESTING**

It was moved by Mr. Alloway and seconded by Dr. Varian that the Board renew a Memorandum of Understanding (MOU) with the Ohio Department of Health to provide case management for children who have been determined to have an elevated blood lead level for the period July 1, 2011, through June 30, 2013. Ayes: Mrs. Price, Mr. Henschen, Mr. Hines, Dr. Varian, Mr. Alloway. Nays: none. Motion carried.

**IN THE MATTER OF PERSONAL SERVICE CONTRACT – ODH BMI SCREENINGS**

It was moved by Mr. Henschen and seconded by Dr. Varian that the Board approve a contract with the Ohio Department of Health for the period April 22, 2011, through December 31, 2011, to complete Body Mass Index screenings on youth enrolled in physical activity programs in Logan County funded by the American Recovery and Reinvestment Act, at the compensation rate of \$1,000.00. Ayes: Mr. Alloway, Mr. Hines, Mrs. Price, Dr. Varian, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF CONTRACT APPROVAL – BEACH SPEECH LLC**

It was moved by Dr. Varian and seconded by Mr. Alloway that the Board enter into a contract with Beach Speech, LLC to provide speech therapy services to clients of Logan County Home Health for the period May 16, 2011, to September 30, 2011, at the rate of \$90.00 per visit. Ayes: Mr. Hines, Mr. Henschen, Mrs. Price, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF NURSING REPORT**

The Director of Nursing reported that the public health sector of the health district is focusing efforts on Hepatitis education, and will also be making chlamydia education a priority. She also relayed information received from the Ohio Department of Health that H1N1 vaccine helped prevent 64 deaths and 1400 hospitalizations, and aided in the prevention of 310,000 cases state-wide. Mrs. Schroer then offered the following March 2011 nursing division statistics:

Home Health: 44 patients; 12 admissions; 224 RN visits; 34 HHA visits; 93 PT visits; 30 OT visits

Public Health: 1 nursing visit; 4 blood pressure clinics/49 clients; 18 blood sugar checks; 2 TB clinic/20 skin tests; 1 ARC client/1 test; 6 BCMH visits/30 contacts; 4 newborn home visits; 1 head lice check

Communicable Disease: 24 confirmed- Chlamydia (14); Gonorrhea (1); Hepatitis C (2); Campylobacter (1); Influenza (2); Pertussis (1); Salmonella (1); Strep Pneum ISP (1); Haemophilus Flu (1)

Immunization Program: 55 child clients/152 injections; 25 adult clients/33 injections; 4 flu shots

Women, Infants and Children: 44 new clients; 190 recertifications; 1138 total participants

School Health: 2 school visits (Riverside); Screenings: 8 vision/1 referral; 7 hearing/0 referrals

**IN THE MATTER OF FINANCIAL REPORT REVIEW**

Administrator Lisa G. Downing presented financial reports for the month of March, noting receipt of first half tax collections from inside millage, revenue below projections for most environmental funds, and home health collections off slightly. 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, Dr. Varian, Mr. Alloway, Mrs. Price, Mr. Henschen. Nays: none. Motion carried.

**IN THE MATTER OF ROUTINE BOOKKEEPING**

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

***Public Health Infrastructure Fund 055***

- \$410.00 FROM 055-450-01130 Hospital/Life Insurance TO 055-450-01110 Workers Compensation

**IN THE MATTER OF BILL PROCESSING PROCEDURE**

Discussion ensued regarding unfavorable consequences that often result from paying bills on a monthly basis, and the resolution to the on-going problem. It was moved by Dr. Varian and seconded by Mr. Alloway that the Board authorize the health district Administrator to process invoices approved by the Health Commissioner and to sign vouchers on their behalf as often as necessary for all recurring expenses, grant expenses with imposed deadlines, and bills for goods and services that will incur late fees if not paid by the deadline. Ayes: Mrs. Price, Mr. Henschen, Mr. Hines, Mr. Alloway, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF PROBATIONARY EVALUATION – L. COLLINS**

Health Commissioner Dr. Boyd Hoddinott presented a very favorable six month probationary evaluation of Emergency Preparedness Coordinator/Public Information Officer Laurie Collins. It was moved by Mr. Alloway and seconded by Mr. Henschen that the Board recognize completion of Mrs. Collins' probationary period and authorize her permanent hire. Ayes: Dr. Varian, Mr. Hines, Mrs. Price, Mr. Henschen, Mr. Alloway. Nays: none. Motion carried.

**IN THE MATTER OF HEALTH COMMISSIONER COMMENTS**

Health Commissioner Dr. Boyd Hoddinott discussed an available grant opportunity to help fund a community health improvement plan. He also announced that immunization clinics have currently been canceled due to the loss of some vaccine due to refrigeration issues, stating a full report would be forthcoming at the next meeting.

**IN THE MATTER OF ADJOURNMENT**

Confirming the next regular meeting at 1:00 p.m. on Wednesday, June 8, 2011, Mr. Spath adjourned the meeting at 1:51 p.m. without opposition.

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Don Spath, President

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Boyd C. Hoddinott, M.D., Secretary