

**Hamilton County General Health District**  
**REGULAR MEETING – BOARD OF HEALTH**  
**February 10, 2010**  
**Minutes**

**1. Call to Order**

At 6:30 p.m., President, Tracey Puthoff, called to order the regular session of the Board of Health of Hamilton County General Health District followed by the Pledge of Allegiance.

**2. Roll Call of Members**

Members Present: President, Tracey Puthoff, Esq.; Mark Rippe; Kenneth Amend, M.D; Tom Chatham arrived at 6:40 p.m.

District Staff: Timothy Ingram, Health Commissioner; Kathy Lordo, Asst. Health Commissioner; Clara Hughes, Fiscal Officer; Chris Griffith, Water Quality Director; Robin Fristoe, Secretary.

**3. Approval of Minutes**

**Dr. Amend** moved to approve the Board of Health minutes from the January 11, 2010 regular meeting. **Mr. Rippe** seconded the motion.

**Roll call vote – Yes: Rippe, Amend, Puthoff**

**4. Health Commissioner's Report**

Mr. Ingram recapped his report highlighting the job well done by Hamilton County Public Health (HCPH) staff in the distribution of the H1N1 vaccine. At the March Board of Health meeting Mr. Ingram will report the findings from the H1N1 school and customer surveys.

The Association of Ohio Health Commissioners requested that Mr. Ingram serve as a representative to the State Bed Bug Task Force. Subsequently Greg Kesterman, Director of Environmental Health, will serve in his place. Mr. Ingram feels this will be a good career development opportunity for Mr. Kesterman and he will be able to provide practical advice to the Task Force. Mr. Ingram added there is no communicable disease related directly to bed bugs but the bites from the bed bugs could result in a secondary infection if left uncared for.

Resolution A-2010 is on the agenda for approval. This resolution adopts the 2010-revised budget and the 2011 estimated budgets. It also authorizes the Health Commissioner to approve payment for state mandated fees, obligated contractual amounts and other obligated expenditures up to \$15,000.

Regulation 1-2010 is on the agenda for approval. This regulation provides for the adoption of fees for food safety and sanitation classes.

Mr. Ingram extended a thank you to Dr. Amend for seeking reappointment to the Board of Health for another five-year term.

Mr. Ingram gave a brief synopsis of the Noro virus outbreak in a nursing home within Hamilton County and will let Ms. Lordo go into further detail in her report. Mr. Ingram

commended the HCPH staff in working together to handle the investigation and educate the nursing home staff. He feels this exemplifies divisions working cooperatively.

Tucker Stone, inspector for Environmental Health, was given recognition by Mr. Ingram for his tremendous efforts to resolve one of the worst roach infestations ever seen in a home. The Board of Health members applauded Mr. Stone's efforts.

At the Board Planning Retreat scheduled for February 27<sup>th</sup> there will be a recap of the 2007-2009 Program Plan of Work by Division Directors as well as program changes proposed in the 2010-2013 Program Plan of Work. There also will be discussion of the accreditation process. Mr. Ingram reminded Board of Health members that this will be a casual event.

Mr. Rippe extended a thank you to Kathy Lordo, Assistant Health Commissioner, and to the HCPH staff for doing such a great job in distributing and dispensing the H1N1 vaccine to the community.

### **Staff Reports**

#### **Kathy Lordo, Assistant Health Commissioner**

Ms. Lordo reported that of the 80,000 doses of H1N1 vaccine received there are 28,000 doses left. Some of that vaccine has expired with the remainder to expire soon. We will wait for instructions from Ohio Department of Health as to how to proceed with the disposal of the expired vaccine. All of the vaccine has been moved from Kroger's storage as it was becoming too costly in staff time to continue storing it there. Ms. Lordo will send a thank you letter to Kroger's. Mr. Rippe suggested posting a thank you to Kroger's on the HCPH website. Ms. Lordo also reported that the H1N1 vaccine is currently being taken to our regular immunization clinics for anyone who may still want it as well as for those children still needing their second dose. To date at our immunization clinics we have seen as few as fifteen people to as high as thirty five people for H1N1 vaccine.

The Noro virus outbreak in the nursing home was addressed by Ms. Lordo and she pointed out the great collaboration of divisions. Dr. Amend asked why this is not a reportable disease to which Ms. Lordo answered that Noro virus is viral not a bacterial.

### **5. Unfinished Business**

#### **a. Resolution A-2010, adoption of 2010 revised and 2011 estimated budgets.**

After a brief discussion with Ms. Clara Hughes, Fiscal Officer, **Mr. Rippe** moved to approve Resolution A-2010, adoption of 2010 revised and 2011 estimated budgets.

**Dr. Amend** seconded the motion.

**Roll call vote – Yes: Rippe, Amend, Chatham, Puthoff**

## 6. Finances

Ms. Hughes added that while it is too early to make projections, revenues for January came in as expected. Mr. Rippe questioned the expense of the H1N1 event. Mr. Ingram will report on the H1N1 expenses at the March Board of Health Meeting. Ms. Puthoff suggested that Mr. Ingram discuss this at the District Advisory Council meeting.

### a. Revenues and Expenditures, Mileage and Disbursements

**Mr. Rippe** moved to approve the Revenues and Expenditures, Mileage and Disbursements. **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Rippe, Amend, Chatham, Puthoff**

## 7. New Business

### a. Regulation 1-2010 – Adopting Fees for Food Safety Classes

Mr. Ingram gave a brief description of this regulation along with phoning Mr. Kesterman to get an explanation on the difference between a Level 1 course and a Level 2 course.

**Dr. Amend** moved to approve Regulation 1-2010 – Adopting Fees for Food Safety Classes. **Mr. Chatham** seconded the motion.

**Roll call vote – Yes: Rippe, Amend, Chatham, Puthoff**

### b. Variances

6747 Bridgetown Road, Green Township - home owner requested approval to discharge treated effluent to an undefined drainage way.

**Mr. Rippe** moved to approve Variance - SVAR 2010-01. **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Rippe, Amend, Chatham, Puthoff**

### c. Medical Director's 2010 contract

**Dr. Amend** moved to approve the Medical Director's 2010 contract. **Mr. Chatham** seconded the motion.

**Roll call vote – Yes: Rippe, Amend, Chatham, Puthoff**

## 8. Adjournment

At 7:50 p.m. **Mr. Chatham** moved to adjourn the meeting. **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Rippe, Amend, Chatham, Puthoff**

The next Board of Health meeting will be held on Monday, March 8, 2010 at 6:30 p.m.

---

Tracey A Puthoff, President

---

Timothy I. Ingram, Secretary

Health Commissioner