

Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
February 14, 2011
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.
Dr. Kenneth Amend
Mark Rippe
Jim Brett

District Staff Present: Timothy Ingram, Health Commissioner
Greg Kesterman, Asst. Health Commissioner
Dr. Bjornson, Medical Director
Clara Hughes, Finance Officer
Robin Fristoe, Administrative Secretary
Pat Allingham, Director of Disease Prevention
Serenity Millow
Chris Griffith, Director of Water Quality

Guests: UC College of Nursing students

3. Approval of Minutes

Mr. Rippe moved to approve the January 10, 2011 minutes; **Mr. Brett** seconded the motion.

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

Mr. Brett moved to approve the January 12, 2011 minutes; **Mr. Rippe** seconded the motion.

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

4. Health Commissioner's Report

Mr. Ingram extended a welcome to the guests and began his report with mention of the action items before the Board at this meeting. Those items are Resolution A-2011, Resolution B-2011, and the Records Retention Policy.

Mr. Ingram mentioned that, as a result of the Board of Health approving Regulation 1-2011 at the January 12th special Board of Health meeting, Hamilton County Public Health (HCPH) now has the lowest Food Service fees within Hamilton County and the third lowest in the region. HCPH received positive press regarding this action.

Mr. Ingram discussed his presentation to the Hamilton County Municipal League. The presentation included discussion on getting back to the basics and concentrating on the Public Health mission. The fundamental mission is to prevent chronic disease and the prevention and control of infectious disease.

His presentation also included the discussion of monies received from local governments and services provided by HCPH to municipalities. He will show some of these slides in the presentation at the DAC meeting on March 7, 2011.

Mr. Ingram discussed the President of the Board of County Commissioners five strategic point plan. This led to discussion of budgets both locally and state wide. The Indigent Care Levy is up for renewal in 2011 and Ms. Puthoff inquired as to how this might impact HCPH with the Tb funding. Mr. Ingram explained the funding levels will be reviewed carefully.

There was sharing of complimentary letters about HCPH staff.

Mr. Ingram reminded the Board members of the District Advisory Council meeting on March 7, 2011, 12:00 noon at HCPH and invited them to attend. Ms. Tracey Puthoff, Esq., is seeking re-appointment to the Hamilton County Board of Health.

Staff Reports

Kathy Lordo, Assistant Health Commissioner, Department of Community Health Services

Ms. Lordo was not present and upon review of her previously submitted report, the Board had no questions.

Dr. Bjornson, Medical Director

Dr. Bjornson reported that Cincinnati is showing an increase in the number of influenza cases reported. The vaccination rate is less than it was last year. The vaccine this year is an ideal match to the virus strains circulating in the community, therefore, you will still benefit from getting vaccinated if you haven't already.

Dr. Bjornson also reported on a gastro intestinal illness that is occurring in school age children and assured that the Division of Disease Prevention is continuing to work diligently to gather more information.

Pat Allingham, Director of Disease Prevention, and Serenity Millow, Community Outreach Coordinator, provided a presentation highlighting the work in the Tuberculosis Control program.

Greg Kesterman, Assistant Health Commissioner, Department of Environmental Health Services

Mr. Kesterman started with discussion on the proposal to lower mechanical household sewage treatment system fees. He presented Resolution A-2011. This would result in a seven and a half percent reduction in the fees. The Water Quality staff have been successful in reducing staff mileage, along with major advancements in technology, including the digitalization of inspections and automatic invoicing mechanisms used by the clerical staff for this program.

In addition, Mr. Kesterman discussed the “Clean Kitchen Award” for the Environmental Health Division. Facilities will need to apply for this award and will be awarded based on specific criteria. The award will be presented on a displayable certificate, and successful recipients will be acknowledged on the Hamilton County Public Health website and recognized at the monthly Board of Health meeting. To date, there have been nine food service facilities apply.

Mr. Kesterman discussed the online payment for Food Service Operations (FSO) and stated that we are approximately 20% complete for the renewal period. About five and a half percent of the 20% have paid their license fees on line. The expectation is that this number will increase as the deadline to apply approaches.

With regards to Brown County plumbing inspections, to date there have been six inspections and two permits issued.

The Division of Waste Management followed up on a complaint that revealed illegal dumping and disposal of C&DD material at a site owned by Evans Landscaping. The staff was very instrumental in the clean up at the site and to date, has devoted a total of 34 field hours to identify the violation and monitor the clean up.

5. Unfinished Business

a. Resolution B-2011, adoption of 2011 revised / 2012 estimated budgets

Ms. Hughes, Finance Officer, discussed a few changes that were made and the impact on the cash balance for the end of the year.

Mr. Rippe moved to approve Resolution B-2011, adoption of 2011 revised / 2012 estimated budgets; **Dr. Amend** seconded the motion.

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

6. Finances

a. Revenues and Expenditures, Mileage and Disbursements

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

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

7. New Business

a. Resolution A-2011, intent resolution to reduce HSTS operation permit fees for mechanical systems

There are 11,000 homeowners to benefit from this reduction. In the event they would like to present testimony at the next Board meeting, they will receive written notification of the Board of Health meeting scheduled for March 14th at 6:30pm where the regulation to change the fees will be voted upon.

Dr. Amend moved to approve Resolution A-2011, intent resolution to reduce HSTS operation permit fees for mechanical systems; **Mr. Brett** seconded the motion.

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

b. Records Retention Policy

Based upon Board of Health review of the document and upon acknowledgement by the Chief Assistant Prosecuting Attorney that she had reviewed and approved the document;

Mr. Brett moved to adopt the Hamilton County General Health District Public Records Policy subject to review of the schedule of retention to be presented at the March 14, 2011 Board of Health meeting; **Mr. Rippe** seconded the motion.

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

c. Medical Directors 2011 Contract

Dr. Amend moved to approve the Medical Directors 2011 contract; **Mr. Brett** seconded the motion.

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

8. Adjournment

At 8:20 p.m. **Mr. Brett** moved to adjourn the meeting; **Dr. Amend** seconded the motion.

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

The next Board of Health meeting will be held on Monday, March 14, 2011 at 6:30 p.m.

Tracey A Puthoff, President

Timothy I. Ingram, Secretary
Health Commissioner