

Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
September 13, 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, and Dr. Amend.
Jim Brett and Tom Chatham arrived at 6:45pm.

District Staff: Timothy Ingram, Health Commissioner; Kathy Lordo, Assistant Health Commissioner; April Wendling, Assistant Health Commissioner; Chris Griffith, Water Quality Director; Robin Fristoe, Administrative Secretary.

Guest: Joan McClellan

3. Approval of Minutes

Mr. Rippe moved to approve the Board of Health minutes from the August 2, 2010 regular meeting; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Rippe, Puthoff

4. Health Commissioner's Report

Mr. Ingram discussed the articles he handed to the Board members. He highlighted an email from a gentleman in Massachusetts, who wrote to commend Maria Bland, Customer Service Administrator, for her thoroughness in responding to him.

There was discussion on the HealthBridge Beacon Grant. Mr. Ingram explained that its focus is to collect data for the following purposes; 1) to determine quality of care, 2) assist in payment reform, and 3) improve community health status. This is a 30 month grant with two specific goals: to focus on adult/childhood diabetes and pediatric asthma. Mr. Ingram mentioned that this grant is compatible to the Communities Putting Prevention to Work (CPPW) grant in the Health Promotion and Education Division of Hamilton County Public Health (HCPH).

The discussion of electronic health records will eventually focus on a community health registry. Mr. Ingram will contact the Prosecutor's office to request that they review the HIPPA law exemption for public health entities. He will also request that they write a letter explaining this exemption and the letter will be kept in our files.

Mr. Ingram discussed the growth of health information exchange and the recent joining of the Dayton-Miami Valley Healthcare Market to HealthBridge.

After discussion on sending the Board members their board packet electronically, most were in agreement. Since this process is new, the packet for the October meeting will be sent both electronically and hard copy.

Staff Reports

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

Division of Health Promotion and Education

Under the Communities Putting People to Work grant (CPPW), four full-time employees and two consultants were hired to carry out the activities of CPPW. We also have contracted with a Communications and Copywriter consultant. Ms. Lordo described the activities completed thus far: those being School Initiatives, Communities Initiative, Evaluation/Surveillance, and Social Movement / Marketing and Media Plan.

Emergency Preparedness Program

Our Cities Readiness Initiative was evaluated by a representative of CDC and ODH on August 4th. We increased our ranking from 2006 to 2009. In 2006 we had a 44% ranking, in 2009 we had an 81% ranking. We believe our 2010 score will be higher.

Ms. Puthoff requested clarification on the donation of syringes to the SPCA to which Ms. Lordo explained that these syringes did not meet the safety guidelines for current use.

April Wendling, Assistant Health Commissioner, Department of Environmental Health Services

Ms. Puthoff commented that she liked the layout of Ms. Wendling's report.

Ms. Wendling discussed the S.W.O.T. (Strengths, Weaknesses, Opportunities and Threats) analysis she held with each of her divisions. She explained that this is a part of the quality improvement portion of the accreditation process for public health. She is compiling the information and will report that to the Board at a later date.

Division of Plumbing Division

The Medical Gas program in the Plumbing Division obtained two medical gas permits - one for a dental office in Green Township and one for a medical facility in Blue Ash.

Division of Environmental Health

Ms. Wendling, Greg Kesterman, Director of Environmental Health and Rob McLelland, IT, met with staff from CAGIS to discuss future projects. The expectation is to have these projects completed by the end of the year, or at the very least, the first part of next year. Ms. Wendling and CAGIS staff will have another meeting in the near future that will include the directors from the four divisions to explore all issues and ideas.

Ms. Wendling met with the Archdiocese of Cincinnati regarding food safety for churches that serve food at church fairs. Mr. Dan Andriacco, Communications Director with the Archdiocese, will meet with HCPH representatives in September to discuss ways to engage church members in proper food handling practices.

Valley Homes update - an extension was granted to the date to vacate for the South side of Medosh.

Division of Water Quality

There was a brief discussion on the new Septic Treatment System (STS) rules and it was announced that HCPH has been chosen to be a representative on the rule development committee.

HCPH staff met with MSD staff to discuss HCPH ideas, along with changes needed, in MSD's Rules and Regulations sewer assessment process.

Division of Waste Management

The meeting with Anderson Township officials regarding Evans Landscaping compliance issues was briefly discussed.

5. Unfinished Business

There was nothing to report.

6. Finances

a. Revenues and Expenditures, Mileage and Disbursements

It was questioned as to why the utility charges for the McMillan building were high. Mr. Ingram explained that except for the Division of Disease Prevention, the building is vacant. Air conditioning and heat need to be provided to the entire building, which raises the cost, of our portion. He will contact Duke Energy to request an audit of both the McMillan building and the warehouse. Mr. Ingram will also discuss with Duke Energy the placement of a sub meter for both facilities.

The rise in the unemployment portion of the budget was also questioned. Mr. Ingram explained that this was due to a previous employee receiving unemployment benefits.

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

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

7. New Business

a. Variance – WVAR 201001 – 102 1st Avenue - Anderson Township

Applicant is requesting to use an existing point well that is within the 100 year flood plain and does not meet the setback requirements or design for a private water well.

Mr. Chatham moved to grant variance WVAR 201001 based on option three, subject to final approval and sign off by HCPH staff, and to also extend to the applicant the ability, subsequent

to this meeting, to table the variance until the next Board of Health meeting if the applicant would like to pursue consultation with a private water source contractor to determine if the current well can be brought up to standards acceptable to HCPH staff; **Mr. Rippe** seconded the motion.

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

b. Variance – SVAR 201011 – 102 1st Avenue - Anderson Township

Applicant is requesting to use an existing black water holding tank for a rebuilt summer cottage that does not meet the setback requirements from the private water system or the occupied structure. The existing tank is in the 100 year flood plain and is incorrectly sized for the household. Alternatively, if the first request is not approved, the applicant is requesting to install a septic system that does not meet the setback requirements to a private water system or occupied structure, is in the 100 year flood plain and does not meet the design criteria for pretreatment before distribution into soils over an aquifer.

Mr. Brett moved to grant variance SVAR 201011 to use the existing black water holding tank provided it passes a 24 hour holding test performed by a registered waste water contractor, install an audio/visual alarm system, and procure a maintenance contract with a licensed hauler to be available within 24 hours of notification. If the current holding tank does not pass, applicant will be required to install a new 1500 gallon tank; **Mr. Chatham** seconded the motion.

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

c. Variance – SVAR 2010012 – 8675 Camargo Club – Indian Hill

The applicant would like to build a retaining wall within ten (10) feet of system to hold back new hillside dirt from home excavation. The applicant is seeking a variance from the setback requirements.

Dr. Amend moved to approve variance SVAR 2010012; **Mr. Brett** seconded the motion.

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

9. Adjournment

At 8:25 p.m. **Dr. Amend** moved to adjourn the meeting; **Mr. Rippe** seconded the motion.

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

The next Board of Health meeting will be held on Monday, October 11, 2010 at 6:30 p.m.

Tracey A Puthoff, President

Timothy I. Ingram, Secretary
Health Commissioner