

**Hamilton County General Health District
Regular Meeting – Board of Health
October 11, 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; Dr. Amend; Jim Brett; Tom Chatham.

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

Guest: Dave Couch

3. Approval of Minutes

Mr. Rippe moved to approve the Board of Health minutes from the September 13, 2010 regular meeting; **Mr. Brett** seconded the motion.

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

4. Health Commissioner's Report

Mr. Ingram requested feedback from the Board members regarding the electronic transmission of the board packet. Members agreed that once the kinks get worked out, this will be the most efficient way to distribute the board packet. Members will still have the option to receive a hard copy.

Mr. Ingram highlighted the proposed Food Service License Suspension/Revocation procedure.

Mr. Ingram discussed the recent changes in the public health nuisance section of the Ohio Sewage Law. All criteria used in the past, enabling the Board of Health to declare a public health nuisance/unsanitary conditions changed on September 17, 2010. He assured the Board that he and staff will research this further and seek legal counsel's advice.

The New Baltimore C&DD facility had two violations in 2010. Due to these violations, Waste Management staff is recommending stipulated penalties as a part of issuing their 2011 operating license. Mr. Chatham inquired as to whether the facility was at capacity. Mr. Ingram indicated he would provide that information at the next meeting.

Mr. Ingram highlighted a letter received from a citizen who wrote to compliment Jeremy Hessel, Environmental Health Sanitarian. HCPH, in conjunction with the Reading Fire Department, had the house next to the citizen condemned due to hoarding issues. They also

issued orders to the property owner to clean up the yard. The citizen wrote to thank Mr. Hessel for never dodging their calls as well as initiating action on health department concerns.

Staff Reports

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

Ms. Lordo shared a letter from Senator Kearney who recognized Hamilton County Public Health for having received the PHER, or Public Health Emergency Response grant as well as the work that has been done. She mentioned how a small piece of the funding was used to purchase hand sanitizer that was delivered to all schools and public administration buildings in Hamilton County. She also shared thank you letters from those schools.

Mr. Ingram received the Presidents award at the AOHC conference in September. Ms. Lordo announced that in receiving this award he was acknowledged for his work in bio-terrorism and emergency preparedness, for working with the legislature to discuss items on behalf of the AOHC, and for the stand he took with the Tobacco Foundation.

Division of Health Promotion and Education

School Health Advisory Council (SHAC) - There are a total of ten active SHAC's that serve more than 25,000 students. SHAC's are important as they bring together schools and communities in the decision making process.

Strategic Alliance for Health grant - This is a five year grant of which we are now entering our third year. Ms. Lordo plans to have a visual presentation at the November Board of Health meeting that will show some of the gardens that were planted as well as walking trails that were developed.

Communities Putting People to Work (CPPW) grant – This grant compliments the SHAC grant in that they both look at healthy eating options and exercise options.

Division of Nursing

Bureau for Children with Medical Handicaps (BCMh) – The number of active cases currently seems to be down. This may be due to having more families enrolled in the Medicaid program.

Immunizations - This program saw an increase in vaccines due to the 2010 Ohio Department of Health revised school immunization requirement for 7th graders to have a Tdap or TD vaccine prior to entering 7th grade. We will continue to monitor clinic usage and evaluate clinic locations to determine if they are in the best places to serve our population.

Immunization Action Program (IAP) – Vaccine education, known as MOBI or Maximizing Office Based Immunizations, is provided free to medical practices to keep them up-to-date with vaccine changes. The MOBI program also provides suggestions on how to make vaccine administration easier for the practice. To date, the number of MOBI presentations provided has increased from 2009.

Healthy Child Care Ohio (HCCO) – We have recently hired a part time contractual nurse to provide education and serve as a resource for daycare centers outside of Hamilton County.

Public Relations Program

Although media contacts are down, our Twitter account shows a 58% increase in users.

Dr. Bjornson, Medical Director

Communicable disease surveillance has been constant for the past three years. The number of suspect or confirmed TB cases has also been constant. Ms. Puthoff inquired as to the amount of money the levy has saved since Hamilton County Public Health took control of the TB funds. Dr. Bjornson was unable to give a dollar figure but assured her the savings should be significant since the staff has been reduced and they are operating much more efficiently. Ms. Hughes, Finance Officer, added that we will have a better idea of the actual savings when the levy comes up for renewal.

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

Division of Waste Management

Recently the Waste Management Division had their 2010 annual survey for which they received a stellar review from the Ohio Environmental Protection Agency (EPA). EPA took a detailed look at the solid waste and infectious waste programs and reported that, in most aspects of the program, the Division exceeded state standards.

Division of Environmental Health

Tucker Stone, Registered Sanitarian, received the Southwest Ohio, Ohio Environmental Health Association, Sanitarian of the Year Award. He received this award for being influential in cleaning up some difficult nuisance situations in Hamilton County. These instances had been shared with the Board at previous meetings. In receiving this award, Mr. Stone is now eligible for the Sanitarian of the Year award for the State of Ohio.

Mr. Kesterman discussed the proposed Food Service License Revocation/ Suspension process. He explained that currently when a facility continuously fails inspections the owner/operator is brought in for a pre-administrative hearing with the Director of Environmental Health along with the facilities inspector. After the hearing, if the facility continues to fail

inspection, the Environmental Health Division and Health Commissioner will recommend to the Board of Health that the facilities license be revoked or suspended.

With the new proposal, the Board has the option to hear an appeal by the facility owner/operator or to hire a hearing officer to hear the appeal. The hearing officer would then make a recommendation to the Board. Mr. Kesterman explained that this would be handled much like the Smoke Free Ohio appeal process. The Board members are concerned that this would just add unnecessary time to the current process. Mr. Kesterman and his staff will discuss with legal council the two current facilities that will be delivered a Notice of Proposed Suspension or Revocation of license.

Ms. Puthoff thanked Mr. Kesterman for filling in as Acting Assistant Health Commissioner for the Division of Environmental Health Services.

5. Unfinished Business

There was nothing to report.

6. Finances

a. Revenues and Expenditures, Mileage and Disbursements

Clara Hughes, Finance Officer, reported that revenues continue to hold steady as proposed in the budget at the beginning of year, and divisions that administer permits continue to do very well. The agency revenue, as a whole, is slightly below the five year average. Ms. Hughes explained that the TB Control fund balance has remained sufficient therefore the transfer from the Indigent Care Levy has yet to be requested. It is projected that by end of year, the agency's revenue will come within 2% of budgeted amounts.

Expenditures continue to stay within projection. Unemployment compensation was slightly higher than projected at the beginning of the year. She assured the Board that due to existing vacancies there is enough money in the budget to cover this.

Ms. Hughes explained the utility costs for the McMillan building. HCPH gets billed for utilities by Hamilton County Facilities, through Job and Family Services. The bill is based on the percentage of the building that we occupy. She assured the Board that HCPH is receiving the commercial rate and she has asked the Facilities Department to request an energy audit with Duke since the bills continue to be unusually high for the small portion of the building that we occupy. She will keep the Health Commissioner informed.

Total expenditures and encumbrance's for year to date appear to be high but this is due to grant money that has been encumbered in the 2010 budget and will roll over into next year's budget.

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

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

7. New Business

- a. Variance – SVAR 201016 - 8625 Indian Hill Rd., Indian Hill
Applicant is requesting to install a pretreatment unit without telemetry that will discharge into a gravity fed leaching chamber system in soil conditions that do not have the required vertical separation distance to allow for effluent to be distributed by gravity.

Mr. Rippe moved to grant variance SVAR 201016 with requirements outlined by staff;

Mr. Chatham seconded the motion.

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

- b. Variance – SVAR 201014 – 7123 Willowdale Drive – Green Twp.
No adequate drainage feature on property. Homeowner is requesting a variance to discharge to a collector line.

Mr. Brett moved to grant variance SVAR 201014; **Mr. Chatham** seconded the motion.

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

Executive session

At 7:40 p.m. **Mr. Chatham** moved to enter into executive session to discuss personnel matters and/or pending litigation; **Mr. Brett** seconded the motion.

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

At 8:28p.m. the Board of Health concluded the executive session where no decisions were made.

Change – November Board of Health meeting time. The Board unanimously agreed to move the time of the November 8, 2010 regular meeting from 6:30p.m. to begin at 12:00 noon in the office of the Hamilton County General Health District.

9. Adjournment

At 8:30p.m. **Mr. Chatham** moved to adjourn the meeting; **Dr. Amend** seconded the motion.

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

The next Board of Health meeting will be held on Monday, November 8, 2010 at 12:00 p.m.

Tracey A Puthoff, President

Timothy I. Ingram, Secretary
Health Commissioner