

Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
December 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.; Kenneth Amend, MD; Mark Rippe; Jim Brett; Tom Chatham arrived at 6:38pm.

District Staff: Timothy Ingram, Health Commissioner; Kathy Lordo, Asst. Health Commissioner; Greg Kesterman, Asst. Health Commissioner; Clara Hughes, Finance Officer; Lindsey Meadows, Assistant Finance Officer; Nee Fong Chin, Hamilton County Chief Prosecuting Attorney; Chuck DeJonckheere, Director of Waste Management; Chris Griffith, Director of Water Quality; Robin Fristoe, Administrative Secretary.

Guest: Scott Hetrick, from Norweco, Inc.

3. Approval of Minutes

Mr. Rippe moved to approve the November 8, 2010 minutes; **Dr. Amend** seconded the motion.

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

4. Health Commissioner's Report

Mr. Ingram discussed the handouts given to the Board members. One handout is the Prosecutor's opinion, previously requested, regarding Leave; the other is a pamphlet highlighting the way health departments, across the State of Ohio, participated in the H1N1 response. Hamilton County was one of the participating counties and also provided the State with a great deal of data.

Mr. Ingram extended an invitation to the Board members to the Hamilton County Public Health (HCPH) Holiday breakfast on Wednesday, December 15th from 8:30am until 11:00am.

To date there has been no response from Warren County or Clermont County regarding the medical gas inspection program, although, Mr. Ingram stated that they both were given a contract. Clermont County was going to send it to their prosecutor for review and Warren County will discuss it with their director of plumbing.

Staff Reports

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

Ms. Lordo was happy to announce that Mr. Ingram passed the Ohio Vital Statistics registrar test.

A) Emergency Preparedness

On November 6th a full-scale dispensing exercise, "Lucky Seven", was held and seven POD communities participated. Approximately 1000 flu shots were administered at the exercise leaving 900 doses remaining. HCPH will continue to search for locations to offer flu shots to the indigent population.

B) Epi and Assessment

The Columbus area is currently experiencing an outbreak of pertussis. Due to the number of outbreaks reported to date, the effectiveness of the vaccine is being monitored.

Ms. Lordo discussed the decrease in the budget for Tuberculosis medication.

C) Health Promotion and Education

Health Promotion and Education (HPE) is busy working on the following major projects.

1) *School Policies*

Staff is busy working on the competitive school policy, which is a requirement for the CPPW grant. In this policy areas in the schools where food is offered are reviewed to assure that food choices meet particular guidelines.

2) *Mentoring Sites*

One of our grant responsibilities is to mentor other sites in their efforts. Two sites selected were Talawanda City Schools in Butler County and Clermont County General Health District. Talawanda City Schools will be working on the adoption of a comprehensive competitive foods policy and Clermont County General Health District will be expanding an existing walking trail. We also plan to share the information at the Association for Health Commissioners spring conference in an attempt to influence other counties to apply.

3) *Community Engagement*

In January we will kick off the WeTHRIVE! brand where we will promote community engagement and focus on the concept that this is everyone's responsibility.

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

Mr. Kesterman reported on the technological advancements within the Department of Environmental Services.

A) Environmental Health

A milestone for the Environmental Health Division is the ability to accept online applications for the Food Service Program. Completion of this service should be available by the end of 2010, making it available for the 2011 renewal period. This will make Hamilton County Public Health the first in the state to accept food applications and payments online. This feature is currently available for our Public Swimming Pool Program, another first in the state.

B) Water Quality

The Division of Water Quality developed a database to track all aspects of the connection status on homes as they are ordered to connect into the sanitary sewer.

To help reduce staff time, this database will generate standardized Board of Health orders, reminder letters, prosecution letters and track complaints.

C) Waste Management

The Division of Waste Management has now made it possible for customers to view our tattoo and body piercing inspection reports from the home page of our website. Another program that just added this capability is our swimming pool inspection program. Mr. Kesterman added that they will wait until the spring, when pools are opening, to do a press release informing the public of this service.

Mr. Kesterman reported on the accomplishments of the Valley Home project. With the passage of a tax credit to fund the construction, approximately half of the sixty buildings have been demolished with new housing in its place. Roughly twenty of the new units are occupied with twenty more to be occupied within the next week. This will leave seven to nine old units still occupied. Mr. Kesterman added that within the next few weeks there will be demolition of the final buildings to make way for construction.

After much discussion on the amount of time spent and the people involved on the Valley Home project, Mr. Rippe feels that there should be some recognition for a job well done. Mr. Ingram will discuss this with the Health Districts Public Relations personnel.

Mr. Kesterman introduced Chuck DeJonckheere, Director of Waste Management, who gave a presentation on the Open Dumping Program. The division recently completed a large tire clean-up project in Miami Township along Jordan Road where over 17 tons of tires (estimated at over 1,000 tires) were removed from the property and stream bed. This tire removal effort was made possible due to an Ohio Department of Natural Resources Tire Amnesty Grant secured by the Hamilton County Recycling and Solid Waste District.

5. Unfinished Business

There was nothing to report.

6. Finances

Ms. Clara Hughes, Finance Officer, introduced Ms. Lindsey Meadows, Assistant Finance Officer. Ms. Meadows is from the Hamilton County Purchasing Department for Paul Brown Stadium.

a. Revenues and Expenditures, Mileage and Disbursements

Overall, agency revenue has done well for the year with the annual revenue expecting to be within 10% of the projected revenue. Ms. Hughes added that the sluggish economy continues to be a factor.

Mr. Ingram discussed the upcoming tax levy transfer request for Tb Control and cost savings.

Mr. Brett 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. HSTS Variance – Manufacturer variance – Norweco, Inc.

The applicant is requesting approval for the use of the Singulair Bio-Kinetic Wastewater Treatment Plant in Hamilton County. The sewage treatment system does not have the effluent sampling data necessary to document compliance with the regulations.

Applicant withdrew their request since the systems NSF test results do not meet the current Hamilton County standards. Ms. Puthoff requested that Mr. Griffith give an update on this matter at the January Board of Health meeting.

Mr. Ingram announced that he has recommended Mr. Kesterman be appointed to the Ohio Manufactured Homes Commission. He awaits approval on this recommendation.

Mr. Kesterman will begin working on his Masters Degree in Public Health at Northern Kentucky University beginning January 12, 2011.

8. Executive Session

At 8:16pm **Mr. Brett** moved to enter into Executive Session to discuss personnel matters; **Mr. Chatham** seconded the motion.

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

At 9:25 p.m. the Board of Health concluded the executive session.

9. Adjournment

At 9:30 p.m. **Mr. Chatham** moved to adjourn the meeting; **Dr. Amend** seconded the motion.

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

The next Board of Health meeting will be held on Monday, January 10, 2011 at 6:30 p.m.

Tracey A Puthoff, President

Timothy I. Ingram, Secretary
Health Commissioner