

**Hamilton County General Health District**  
**REGULAR MEETING – BOARD OF HEALTH**  
**April 11, 2011**  
**Minutes**

**1. Call to Order**

At 6:30 p.m., President Tom Chatham 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, Tom Chatham  
Vice President, Jim Brett  
Dr. Kenneth Amend  
Mark Rippe

District Staff Present: Timothy Ingram, Health Commissioner  
Nee Fong Chin, Hamilton County Chief Prosecuting Attorney  
Kathy Lordo, Asst. Health Commissioner  
Greg Kesterman, Asst. Health Commissioner  
Robin Fristoe, Administrative Secretary

Guests: Kim Roberts - UC Nursing Student  
Clean Kitchen Award recipient - Angela Arcaro, St. James School  
Carol Maingot -St. James School

**3. Clean Kitchen Awards**

Mr. Kesterman announced the award recipients: Honey Baked Ham (Anderson Township), Cook's Wares (Symmes Township), and St. James School cafeteria (Green Township). He introduced Ms. Angela Arcaro who was present to accept the award for St. James School cafeteria. The members of the Board, Mr. Ingram and Mr. Kesterman congratulated Ms. Arcaro for this accomplishment. Ms. Arcaro thanked the Board members, Mr. Ingram and Mr. Kesterman for the award as well as complimenting the Environmental Health staff for all of their help and support.

**4. Approval of Minutes**

**Dr. Amend** moved to approve the March 14, 2011 minutes; **Mr. Brett** seconded the motion.

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

**5. Health Commissioner's Report**

Mr. Ingram mentioned the following correction to his report: the pending sale of the 237 Wm. Howard Taft building instead of the pending sale of the 250 Wm. Howard Taft building.

Mr. Ingram will be meeting with Mr. Aluotto, County Administration and Steve Gay, Hamilton County Prosecutors office, to discuss what Hamilton County Public Health (HCPH) will need, in terms of the sale agreement, to assure the Tuberculosis Control (Tb) program and Disease Prevention and Control program remain in the 237 Wm.

Howard Taft building. Board members suggested that Mr. Ingram discuss with them the rent and utilities as well as the gross rate. Mr. Ingram will keep the Board members informed.

Mr. Ingram provided, to the County Commissioner's Levy consultant and the Tax Levy review committee, a proposal regarding the usage of the indigent care levy dollars to prevent and treat tuberculosis in Hamilton County. Mr. Ingram is to provide a formal presentation to the Tax Levy review committee on May 18<sup>th</sup>.

The State Auditors are close to finishing the 2009 audit for HCPH. The Board members will receive an invite to the post exit conference as well as a copy of the Auditor's report.

Regarding the Record Retention Schedule, Mr. Ingram made the recommended changes, requested by the Board, relative to keeping an audio recording of all Board of Health meetings and District Advisory Council meetings. This has been filed as an amendment and is currently in process.

Mr. Ingram mentioned that Regulation 3-2011, regarding bulk purchasing of birth certificates, will be discussed tonight and requires Board consideration.

Mr. Ingram discussed portions of House Bill 153, the State of Ohio's appropriation bill, that will impact HCPH. The introduced version of the budget bill contains a proposal to phase out the obligation of county commissioners to provide space and utilities to general health districts. This proposal outlines a five-year phase-out (20% per year) of the support from the county commissioner's, beginning in July 2011.

No later than September 30, 2011, and each year thereafter through 2014, the Board of County Commissioners (BOCC) will provide a written estimate, for the ensuing fiscal year, the total cost to provide office space and utilities to the Board of Health. The estimate is to include the following: total square feet of space to be used; total square feet of any common areas to be allocated; actual cost per square foot for space used and the common areas allocated; the estimated cost for utilities including an explanation of how this cost was determined; any other estimated costs the BOCC anticipates will be incurred to provide space; along with an explanation of the method used to determine the actual costs. No later than October 5, 2011, and each year thereafter through 2014, the BOCC is to forward a copy of the estimated total cost to the Health Commissioner of the Board of Health. If neither party can come to an agreement following two iterations, the findings will go to a probate judge for decision which will then become final.

Another portion of the appropriations bill is that the State Department of Health will be divesting themselves from the licensing and regulation of manufactured home parks as well as marinas & agricultural labor camps. This bill currently states that local boards of health "shall" adopt regulations and "shall" license them but ODH intends to make it permissive terminology of "may" adopt regulations and "may" license them. Mr. Ingram will discuss this further with the Board to decide how or if HCPH will continue to be the licensor and continue to inspect mobile home parks.



## Staff Reports

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

Ms. Lordo explained the decrease in the number of Tb skin tests provided. This is influenced by a number of variables such as the number of identified contacts to suspect and confirmed cases; the enrollments in local health care training programs and the number of refugees and asylees that come in. She also explained the reduction in Tb nurse visits and prescriptions filled stating this is due to the increased use of the drug rifampin. This medication requires four months of treatment instead of nine months of INH for latent TB cases. Ms. Lordo also explained the difference between Tb nurse visits and Field visits.

The Tb program is on target with the implementation of the electronic medical records system with June being the start date to begin the data entry process. Future plans are to use this program for Medicaid billing in our immunization program.

Ms. Lordo discussed the increase in the number of sexually transmitted infections, most pointedly the high number of Chlamydia cases reported. Although HCPH does not investigate sexually transmitted infections, the Disease Prevention program will be discussing how they might handle this in the future.

The number of school's using the HealthWatch School-Based surveillance system continues to grow. The Division of Epidemiology will be requesting school nurses to report the number and types of illnesses for the children that present to the nurses office and are then sent home sick.

Hamilton County Public Health, Division of Epidemiology, has continued to support the Office of Maternal and Infant Health and Infant Mortality Reduction by supplying monthly reports that include ongoing surveillance statistics, geographic distribution of infant deaths, and the causes of infant death.

Emergency Preparedness is on target with the communities that are fully engaged and the number of volunteers continues to grow. We now have agreements with businesses, such as GE and P&G, to be closed POD sites.

Although the Falls Prevention Task Force is a small program it has quite an active website. We were contacted by Madrid, Spain and the UK regarding items found on our website. This demonstrates universal involvement in this program.

The Strategic Alliance for Health (SAH) grant has been instrumental in increasing the number of school gardens by two and community gardens by three. As a result of a district-wide Competitive Foods policy through the SAH grant, 15 school buildings are now implementing Competitive Food Guidelines on their school campuses. SAH, along with the Healthy Kids Healthy Communities (HKHC) project, will begin engaging daycare centers to review their physical activity and eating policies. To date, there are three daycare centers in Woodlawn who have adopted the healthy eating and physical activity policies.

Ms. Lordo discussed the E-coli: 0157 outbreak in a day care center that is located in the City of Cincinnati jurisdiction. Six of the eight infected cases live within Hamilton County and are being followed by the HCPH Communicable Disease nurses.

For the Division of Nursing, the BCMH assigned staff in the first quarter of 2011 was down one person. As a result, in comparing 2011 to 2010, the number of cases contacted is down one percent and the billing is down five percent.

Immunization clinic usage has decreased by 13%. Ms. Lordo discussed the immunization pay method. One of the components of the Immunization Action Project (IAP) grant is MOBI (Maximizing Office Based Immunizations) presentations. A requirement of the grant is that all physician office staff be present for the MOBI presentation. Based on this and as a way to reach more people, the IAP program is exploring the utilization of social media by providing a video on our website that the physician office staff can watch.

For the first quarter of 2011, media contacts had a six percent decrease compared to this time in 2010, although Ms. Lordo explained that this fluctuates based on what is happening. Social Media showed an increase of new Twitter followers and Twitter updates. HCPH will continue to move forward to enhance our social media.

Ms. Lordo discussed the call volume for Customer Service by both jurisdiction and by program/division. A majority of the incoming calls are from people who reside in the City of Cincinnati, out of state, or outside of Hamilton County. Jurisdictions within Hamilton County that Customer Service receives the highest volume of calls from are Colerain Township, Green Township, Anderson Township, Delhi Township, and Blue Ash. The call volume per program is mainly for Vitals followed by Environmental Health, Water Quality, Plumbing, and Customer Service. This will continue to be monitored to see how it changes.

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

The Food Service Operation and Retail Food Establishment program of the Environmental Health Division has completed their annual license renewals. The division worked with the Hamilton County Prosecutor's office to assist with the remaining facilities. Once the letter from Ms. Nee Fong Chin, Hamilton County Chief Prosecuting Attorney, went out to these facilities, all but five complied. The remaining five then received a phone call from Mr. Jeremy Hessel, Director of Environmental Health and Mr. Kesterman informing them that a staff member was on their way with a sign to close them down. All five facilities managed to find a way to pay for their license. The internet usage for online payment of licenses was quite helpful.

The number of Food Education courses has more than doubled in the first quarter of 2011 compared to this time in 2010. Mr. Kesterman explained that one contributing factor is the desire to get the Clean Kitchen award. One of the requirements to be eligible for the Clean Kitchen award is that all staff must attend the Level 1 Food Handler Training.



Ohio Department of Health and the Ohio Attorney General have reached an agreement with O'Neal's Tavern related to smoking violations. This settlement must now be reviewed by the court of common pleas in Hamilton County. If accepted, approximately 55% of what was originally owed will be paid by the proprietor.

The division of Plumbing has been working with CAGIS to develop online purchasing of permits. This new system will allow contractors to purchase a permit within the confines of their home or office. Also new within the Plumbing Division is a contract with Clermont County for Nonflammable Medical Gas. To date the division has contracts with three counties for Nonflammable Medical Gas services.

The Plumbing Division has also been preparing for the busiest time of year for the backflow program which is spring and summer. Since the majority of the increase in testing during these seasons is the result of lawn irrigation systems, the division has been working to align lawn irrigation backflow testing dates to the spring. This will allow the customer / homeowner to have both their backflow device tested and start up their lawn irrigation system at the same time and therefore lower costs. In an attempt to align all test dates for each organization, they are looking at their larger backflow accounts.

The Waste Management Division has been working with Rumpke regarding the continued odor issues. They will continue to monitor in an attempt to determine if the reconstruction of the utility flare reduces the number of complaints. The reconstruction of the utility flare is schedule for May 21<sup>st</sup>.

Mr. Ingram recognized Mr. Rippe for the idea of realigning backflow so that people with multiple devices can purchase one contract to have all devices inspected at one time. He also recognized Mr. Rippe for the idea of visitor parking spaces in the parking lot, of which Mr. Kesterman took on this project and made it happen.

## **6. Unfinished Business**

There was no unfinished business to discuss.

## **7. Finances**

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

**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**

**8. New Business**

Mr. Ingram provided a summary of Regulation 3 – 2011. He added that the proposed cost for bulk purchasing of birth certificates will make HCPH competitive in cost.

- a. Regulation 3 - 2011** of the Hamilton County General Health District to establish revised fees, pursuant to Ohio Revised Code, Section 3709.09 and 3709.21, for certified birth records.

**Dr. Amend** moved to approve Regulation 3-2011 as written; **Mr. Brett** seconded the motion.

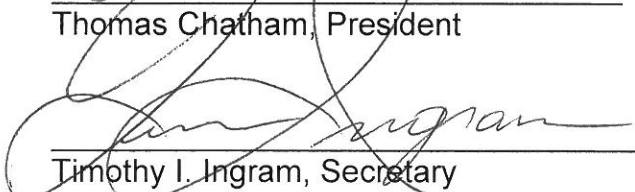
**Roll call vote – Yes: Amend, Rippe, Brett, Chatham**

**9. Adjournment**

At 7:55 pm **Mr. Rippe** moved to adjourn the meeting; **Dr. Amend** seconded the motion.

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

The next Board of Health meeting will be held on Monday, May 9, 2011 at 6:30 p.m.

  
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Thomas Chatham, President  
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Timothy I. Ingram, Secretary  
Health Commissioner