

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
December 14, 2015
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: Tracey Puthoff, President
 Jim Brett
 Thomas Chatham

District Staff Present: Timothy Ingram, Health Commissioner
 Greg Kesterman, Asst. Health Commissioner
 Kathy Lordo, Asst. Health Commissioner
 Craig Davidson, Director, Epidemiology
 Mike Samet, Public Information Officer
 John Teufel, Chief Financial Officer

3. Clean Kitchen Awards

Mr. Kesterman read the list of six Clean Kitchen Award recipients.

4. Approval of Minutes

Mr. Brett moved to approve the minutes from the November 9, 2015 Board of Health meeting.

Mr. Chatham seconded the motion.

Roll Call Vote – All Aye

5. Health Commissioner's Report

Commissioner Ingram reported citizens of the City of Sharonville voted overwhelmingly to contract with Hamilton County Public Health for its public health services. Following the vote, the Sharonville City Council dissolved its Board of Health.

Commissioner Ingram highlighted the WeTHRIVE! recognition event, held December 3, 2015 in Woodlawn. Mr. Brett added that he was impressed with the number of communities in attendance, as well as the excellent relationship between staff and community representatives.

Commissioner Ingram announced the promotion of Craig Davidson, Director of Epidemiology and Assessment, to the position of Assistant Health Commissioner, filling Ms. Lordo's position as she transitions into a Special Projects Coordinator role. In addition, Commissioner Ingram will reorganize his staff to include the Public Information Officer and the public affairs function, reporting to the Health Commissioner directly.

6. Staff Reports

Department of Community Health Services

Ms. Lordo reported that staff is completing follow-up meetings for the accreditation process. Document reviews are scheduled to be completed by December 22, 2015.

Hamilton County Public Health has distributed more than 3,000 doses of the anti-overdose drug, naloxone, to first responders throughout the County. The agency is working to develop a system to document the number of lives saved associated with this drug.

Department of Environmental Health Services

Mr. Kesterman reported that the Division of Water Quality will work with Hamilton County Community Development to use funding made available through the Ohio Environmental Protection Agency's Water Pollution Control Loan Fund. For 2016, Hamilton County will receive \$300,000 to repair or replace failing septic systems. Funds will be made available to qualifying households based on a sliding scale tied to federal poverty guidelines.

Mr. Kesterman shared data on complaints received about the Rumpke landfill. The number of complaints has dropped since 2011, but there is still work to do.

Mr. Kesterman reported on enforcement action including the Red Lion Hotel and CoCo Key Water Resort, both in Sharonville. Environmental Health staff teamed with the State Fire Marshall to conduct a joint inspection, during which violations were found resulting in closure of the facilities.

7. Unfinished Business

There was no unfinished business.

9. Finances

a) Monthly Disbursements Report

Mr. Chatham moved to approve the monthly disbursements.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

b) Presentation: 2016 revised and 2017 estimated budgets

Mr. Teufel began the 2016-2017 budget presentation with several highlights of the fiscal environment of the concluding 2015 year. Overall performance of the General Fund and Restricted Funds as a whole are estimated to end the 2015 year with positive variances, and improvement in the respective fund balances over what was budgeted.

Mr. Teufel then presented a series of slides that portrayed the 2016 revised and the 2017 estimated budgets to show moderate increases in revenues and expenses, and several one-time costs that pertained primarily to 2016, including accreditation and consulting expenses. Overall, while an excess of expenditures over revenues is budgeted for 2016 and 2017, improvement was shown to reduce the rate of expenses exceeding revenues from prior year's budgets.

Mr. Teufel reviewed several elements of the budgets, including personnel related costs, new hires, capital expenditures, and revenue changes in fees and assessments. Overall, the fund balances are budgeted to remain strong.

The presentation included a slide benchmarking the agency's General Fund balance with other health departments in Ohio. The strength of the General Fund was apparent. After discussion, it was concluded further analysis and research will be conducted to identify the factors that should affect the level of fund balance.

Lastly, Mr. Teufel presented the expenditures for the 2016 revised and 2017 estimated budgets at the Object Level 1. A resolution will be presented to the Board at the January 11, 2016 meeting for approval.

10. New Business

a) Delegation of Variance Authority for Private Water Systems

The Board considered the following delegation of variance authority for Private Water Systems: *"The Hamilton County Board of Health, as authorized by Ohio Administrative Code 3701-28-01(I), authorizes the Health Commissioner to carry out the provisions of OAC 3701-28 and all standards and/or terms and conditions adopted under it. Additionally, the Health Commissioner or his/her designee shall be authorized to hear, review and make decision on all items listed in OAC 3701-28-19."*

Mr. Brett moved to adopt the Delegation of Variance Authority for Private Water Systems.

Mr. Chatham seconded the motion

Roll Call Vote – All Aye

b) Resolutions J-2015 & K-2015– Recognizing Joel Hoskins and Pat Porter, respectively, for service to Hamilton County Public Health

Mr. Brett moved to approve Resolutions J-2015 & K-2015

Mr. Chatham seconded the motion

Roll Call Vote – All Aye

11. Executive Session - Personnel Issues

Mr. Brett moved to go into Executive Session at 7:30 p.m. to discuss personnel matters.

Mr. Chatham seconded the motion

Roll Call Vote – All Aye

The Board of Health concluded the executive session at 7:45 p.m. and no decisions were made.

Mr. Chatham moved to grant the staff a paid full day holiday on December 24, 2015 and paid one-half day holiday on December 31, 2015.

Mr. Brett seconded the motion

Roll Call Vote – All Aye

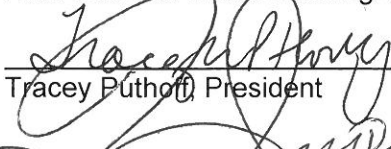
12. Adjournment

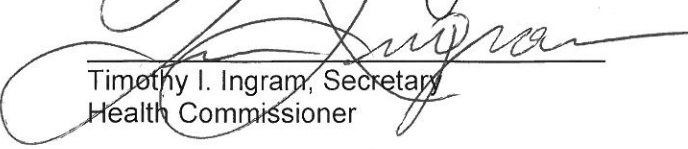
Mr. Brett moved to adjourn the meeting at 7:46 p.m.

Mr. Chatham seconded the motion

Roll Call Vote – All Aye

Next Board of Health meeting: January 11, 2016.


Tracey Puthoff, President


Timothy I. Ingram, Secretary
Health Commissioner