

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
October 12, 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: Jim Brett, President
 Thomas Chatham
 Tracey Puthoff
 Mark Rippe

District Staff Present: Timothy Ingram, Health Commissioner
 Greg Kesterman, Asst. Health Commissioner
 Kathy Lordo, Asst. Health Commissioner
 Nee Fong Chin, Chief Assistant Prosecuting Attorney
 Dr. Stephen Bjornson, Medical Director
 Mike Samet, Public Information Officer
 John Teufel, Chief Financial Officer

Guests: Alicia Aikens, student
 Amy Kimble, student
 Chijioke Gilbert Onyema, student

3. Clean Kitchen Awards

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

4. Approval of Minutes

Mr. Brett moved to approve the minutes from the September 14, 2015 Board of Health meeting.

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye

5. Health Commissioner's Report

Commissioner Ingram reported good overall performance as measured by the agency's plan of work, citing an overall achievement rate of 84 percent of performance objectives.

Commissioner Ingram recognized Dr. Bjornson's work with the Hamilton County Sheriff's Department in training patrol officers on the usage of naloxone, a drug used to reverse the

effects of opioid overdose. To date, the drug has been used nine times with nine “saves.” Hamilton County Public Health will use its access to purchase naloxone for all police departments in Hamilton County, including the City of Cincinnati. The agency will be reimbursed for purchases through County funds established for naloxone distribution.

Commissioner Ingram reported that the State Auditor has completed its audit of Health District finances for 2014. There were no adjustments and there were no findings reported by the auditors.

Hamilton County Public Health will be forming an ethics committee. Commissioner Ingram presented a “Principals of the Ethical Practice of Public Health” document that he plans to adopt agency-wide. He requested that a member of the Board of Health join the new ethics committee. It was suggested by the Board of Health that Board member Dr. Kenneth Amend serve on the ethics committee.

6. Staff Reports

Department of Community Health Services

Ms. Lordo reviewed the Department’s performance results reflected on the third quarter Plan of Work report.

In answer to Mr. Chatham’s question from the September 14, 2015 Board of Health meeting, Ms. Lordo discussed the makeup of the Public Health Accreditation Board (PHAB). The Board is governed by a board of directors, comprised of four executive committee members; 13 directors; and four organizational representatives.

Ms. Lordo announced a WeTHRIVE! recognition event honoring the 19 communities participating in the movement. The event will be held December 3, 5:30-7:30 p.m. at the Woodlawn Recreation Center. Board of Health members are encouraged to attend.

Dr. Bjornson reported no activity on the communicable disease front. The agency was tracking a potential case of human rabies and submitted samples to the CDC for evaluation. The results were negative for rabies.

Department of Environmental Health Services

Mr. Kesterman reviewed the Department’s performance for third quarter, reporting that the Department had achieved 31 of 42 performance standard measures. The Department will meet all state licensure requirements and contract obligations within the required timelines.

There will be a public hearing regarding proposed changes to food program fees at 6 p.m. prior to the November 9, 2015 Board of Health meeting.

The recently passed State budget for fiscal year 2016-17 included changes to code, which now makes District Licensing Councils (DLC) optional. Mr. Brett is the current DLC appointee to the Board of Health. Should the Board of Health decide to maintain the DLC, the Council would be required to select a new Board of Health appointee in 2017. This timing provides the Board of Health time to consider the future of a DLC. Commissioner Ingram reviewed the history of the DLC, indicating that the councils originally came from Northern Ohio as a response to health

department fees. He added that the DLC has allowed the agency to develop and maintain relationships with influential people and industries.

Mr. Chatham added that the Board might consider retaining the DLC as part of overall agency transparency. Mr. Brett said that as a member of the District Advisory Council, he originally opposed the idea of the DLC. However, he has since changed his opinion and considers the DLC a valuable sounding board for Board of Health policy.

7. Unfinished Business

- a) Board of Health Training – The training topic, Accreditation, was tabled until the November 9, 2015 Board of Health meeting.

8. Finances

a) Monthly Disbursements Report

Mr. Chatham moved to approve the monthly disbursements.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

b) Third Quarter financial Results

Mr. Teufel reported that agency financial health remains strong. Revenue achieved 99 percent of budget. The General Fund finished the quarter at 102 percent of budget. Restricted Funds were at 96 percent of budget.

On the expense side, personnel costs finished at 93 percent of budget, which includes 100 percent of the agency's annual medical costs. There were four new hires during the quarter and three positions remain open. Other expenses and capital costs came in at 88 percent of budget.

Mr. Teufel reviewed fund balances and indicated that the General Fund is on track to exceed its year-end budget while restricted funds are on track to achieve budget.

Mr. Chatham said that as responsible stewards of taxpayer dollars, it is incumbent on the agency to scrutinize fund balances annually and benchmark with other health departments. Mr. Teufel responded that benchmarking would be available by year-end.

Commissioner Ingram added that as fund balances are reviewed, there are potential new initiatives requiring Board of Health input. These include a bloodborne infectious disease prevention program; enhanced Hepatitis C surveillance; health equity programming; further enhancements to the WeTHRIVE! Initiative

C) 2017 Budget Preparation

Mr. Teufel discussed the process for preparing the 2017 budget. Commissioner Ingram added several program areas he suggested for funding and requested Board members to contact him with their suggestions for future public health programming.

9. New Business

a) **Resolution H-2015 – Resolution to Approve Transfer of 2015 Budgeted Funds, Effective October 12, 2015.**

Mr. Rippe moved to adopt Resolution H-2015 – Resolution to Approve Transfer of 2015 Budgeted Funds, Effective October 12, 2015.

Mr. Chatham seconded the motion

Roll Call Vote – All Aye

b) Commissioner Ingram reported that negotiations are underway with the Village of Indian Hill for continuation of public health services.

10. Executive Session

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

Mr. Brett seconded the motion

Roll Call Vote – All Aye

The Board of Health came out of Executive Session at 7:41 p.m., having taken no action.


11. Adjournment

Mr. Rippe moved to adjourn the meeting at 7:42 pm

Mr. Brett seconded the motion

Roll Call Vote – All Aye

Next Board of Health meeting: November 9, 2015.


Tracey Puthoff, President


Timothy I. Ingram, Secretary
Health Commissioner