

**Hamilton County General Health District  
REGULAR MEETING – BOARD OF HEALTH  
December 10, 2018 – 6:30 p.m.  
Minutes**

**1. Call to Order**

At 6:30 p.m., James Brett, President, 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: James Brett, President  
Mark A. Rippe, Vice President  
Kenneth G. Amend, M.D.  
Elizabeth A. Kelly, M.D.

District Staff Present: Tim Ingram, Health Commissioner  
Craig Davidson, Assistant Health Commissioner  
Greg Kesterman, Assistant Health Commissioner  
Dr. Steve Feagins, Medical Director  
Nee Fong Chin, Chief Assistant Prosecuting Attorney  
Greg Varner, Finance Officer  
Chris Griffith, Director of Water Quality  
Carla Fultz, Plumbing Inspector

**3. Clean Kitchen Awards**

Greg Kesterman read the list of seven Clean Kitchen Award recipients and congratulated them for their efforts to maintain a high level of sanitation and staff education.

**4. Approval of Minutes**

**Mr. Rippe** moved to approve the minutes from the November 5, 2018 Board of Health meeting.

**Dr. Amend** seconded the motion.

**Roll Call Vote – All Aye**

**5. Resolution L - 2018: Appreciation for Outstanding Service of Carla Fultz**

Commissioner Ingram read Resolution L-2018 and thanked Carla Fultz for her 21 years of service and dedication to HCPH. Ms. Fultz has been an excellent employee, always willing to help out wherever needed. The Board congratulated Ms. Fultz and wished her all the best in her retirement.

**Mr. Rippe** moved to approve Resolution L-2018, Appreciation for Outstanding Service- Carla Fultz.

**Dr. Amend** seconded the motion.

**Roll Call Vote – All Aye**

## **6. Health Commissioner's Report**

Commissioner Ingram presented Mr. Brett with a thank you card from staff expressing appreciation to the Board for the extra holidays. Commissioner Ingram reminded the Board they are invited and encouraged to come to the staff holiday luncheon on Thursday, December 20 beginning at 11:30. The 2018 Health Commissioner Awards will be presented around noon.

Commissioner Ingram made the Board aware that he was interviewed by CBS Morning News regarding HCPH's work with the Narcan Distribution Collaborative (NDC). He indicated that the NDC efforts to distribute Narcan into the community along with increased access to evidence-based treatment and better integration between mental health and healthcare services have all contributed to the reduction in overdose deaths, emergency department visits, and 911 runs observed in 2018. We are exceeding the program expectations and may be receiving an additional 7,000 Narcan doses. In addition to CBS news coverage, a press release on the program results is going out on December 17. Commissioner Ingram thanked the Board for taking action on this important issue. Dr. Feagins reported deaths in Clermont County are down too.

Regulation 3-2018, Adopt Revised Fees for Private Water Program and Resolution M-2018, Adopt the 2019 Revised and 2020 Estimated Budgets are on tonight's agenda.

Commissioner Ingram thanked Dr. Feagins and HCPH staff for their great work with the Anderson Medical Explorers and investing in these future scientists and health care professionals.

Harm Reduction is expanding to Butler County in Fairfield. The contracts cover all HCPH costs for expansion to Fairfield. The Board inquired about the Narcan supply and Commissioner Ingram stated some Narcan will come from our regional program inventory. The Exchange Project will be on Mercy Fairfield property which is a good set up. There will be Town Hall meetings to educate staff about the program. Mr. Rippe asked if Clermont gets any push back about The Exchange Project being there. Dr. Feagins indicated there has been none and the Town Hall meetings help clear up any confusion or concerns.

Commissioner Ingram is pleased to share staff compliments from citizens in the Board packet. Our staff delivers excellent customer service.

### **Staff Reports**

#### **(a) Medical Director's Report**

Dr. Steve Feagins, Medical Director, spoke to the influenza health system visitor restrictions and precautions for patients and staff. The goal is to separate those with respiratory and flu-like illness from those who are most at risk. Targeted, risk-based year-round visitor restriction will likely be the way of the future.

Dr. Feagins reported that two public health alerts were issued; one for shigellosis and the other for pertussis. Full details are in the Board packet.

The Office of the Surgeon General, with support from the Centers for Disease Control and Prevention (CDC) are developing a report on the link between investments in community

health and community and other measures of well-being and economic prosperity. We are evaluating options that local (and statewide) health systems may partner with public health to improve the health of our communities.

Dr. Feagins reviewed the findings from the CDC Epi-Aid for the HIV cluster investigation. Full details are in the Board packet.

The monthly Communicable Diseases Epi report was provided the Board packets.

**(b) Department of Community Health Services**

Assistant Health Commissioner Craig Davidson provided a recap of the Harm Reduction Program last month's activity and statistics. Mr. Davidson is pleased to report a full-time driver for the van has been hired. Commissioner Ingram already reported tonight on the Narcan distribution.

Dr. Feagins just spoke to the Epi-Aid report and Mr. Davidson elaborated on the recommendations in the Board packet. A final "trip report" is expected in early 2019.

Mr. Davidson called attention to his report about a joint effort across multiple HPCH Divisions (Epidemiology, Environmental Health, and Disease Prevention) regarding a hepatitis A case and response at Regina Bakery. A press release was issued to notify patrons even though the risk was minimal and nursing staff vaccinated or confirmed immunization status of all workers of the facility. There have been no additional cases associated with this facility.

Kim Chelf from Health Promotion and Education and Mr. Davidson presented North College Hill's City Council with their WeTHRIVE! community signs. North Collect Hill joined the program with a focus on the chronic disease pathway, but has since adopted the overall resolution with the support of North College Hill School District.

**(c) Department of Environmental Health Services**

Assistant Health Commissioner Greg Kesterman reviewed audit findings for two HCPH programs. Both the Lead Poisoning Prevention Program and the Food Safety Level 2 are in compliance with Ohio Administrative Code and received no audit findings. HCPH staff does a great job.

Mr. Kesterman thanked Ms. Chin for her assistance with the Blue Ash Comfort Inn due to continued noncompliance at their pool facility. HCPH always attempts to gain compliance using education, and if that fails, enforcement is initiated.

Mr. Kesterman reported an error in the Private Water System Fees in the Mr. Kesterman's report included in the Board packet; however, the PowerPoint, mailing to customers and contractors, and Regulation 3-2018 have the correct fees.

Director of Water Quality Chris Griffith reviewed the proposed Sewage Treatment System (STS) fee revisions using PowerPoint. The last STS fee update occurred at the end of 2014 following ODH's statewide STS rules adoption. At that time, the full extent of services covered by the fees was not fully known and costs have risen steadily over the past four years. Mr. Griffith reviewed the cost offsetting improvements.

Proposed fee changes will help to align fees to match the cost of services provided. Proposed changes also include the Board's recommendation of adding an administrative fee to collect delinquent fees.

Mr. Brett asked about the inspection frequency. Mr. Griffith stated mechanical inspections are annual and non-mechanical are 5-year inspections. Commissioner Ingram thanked Mr. Griffith for presenting complicated information in a clear manner. If the Board wishes to proceed, we need to set a Public Hearing and mail notification postcards to affected parties.

**Mr. Rippe** moved to conduct a proposed Sewage Treatment System fee adjustment Public Hearing at 6:15 p.m. on January 14<sup>th</sup> in HCPH's large conference room.

**Dr. Amend** seconded.

**Roll Call Vote – All Aye**

## **7. Unfinished Business**

Mr. Brett shared that he enjoyed the WeTHRIVE! award presentation and the attendee's positive energy. They were excited to learn about additional program opportunities.

## **8. Finances**

Finance Officer Greg Varner reviewed the 2019 Revised and 2020 Estimated Budget Presentation PowerPoint. Mr. Varner reported on projected 2018 year-end results, introduced the 2019 and 2020 Estimated Budgets, objectives, and variance details. Fund balances from 2015 through 2020 were reviewed. Mr. Brett thanked Mr. Varner for his great report and asked for a Risks and Opportunities section be added to future quarterly reports.

The November 2018 Disbursement Reports are included in the Board packet.

**Mr. Brett** moved to approve the monthly disbursements.

**Dr. Kelly** seconded the motion.

**Roll Call Vote – All Aye; - Mr. Brett abstained on White Water expenditures.**

## **8. New Business**

**Mr. Rippe** moved to approve Regulation 3-2018, Adopt Revised Fees for Private Water Program.

**Dr. Kelly** seconded the motion.

**Roll Call Vote – All Aye**

**Dr. Amend** moved to approve Resolution M-2018, Adopt the 2019 Revised and 2020 Estimated Budgets.

**Mr. Rippe** seconded the motion.

**Roll Call Vote – All Aye**

**9. Adjournment**

**Mr. Rippe** moved to adjourn the meeting at 8:00 p.m.

**Dr. Amend** seconded the motion.

**Roll Call Vote – All Aye**

Next Board of Health meeting: January 14, 2019.



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James Brett, President



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Tim Ingram, Secretary  
Health Commissioner

