

**Hamilton County Public Health
Board of Health - Regular Meeting
August 11, 2008
Minutes**

1. Call to Order

At 6:30 p.m., President Mark Rippe called to order the regular session of the Board of Health of Hamilton County Public Health.

2. Roll Call of Members

Members Present: Mark Rippe, President; Tracey Puthoff, Esq., Vice President;
Jim Brett and Tom Chatham

Members Absent: Kenneth G. Amend, M.D.

District Staff: Timothy Ingram, Health Commissioner
Dr. Steven Bjornson, Medical Director
Clara Hughes, Finance Officer
Terri Memory, Administrative Secretary

3. Approval of Minutes

Mr. Brett moved to approve the July 14, 2008 minutes. **Mr. Rippe** seconded the motion.

Roll call vote – Yes: Brett, Chatham, Rippe.

4. Health Commissioner's Report

a. Introduction of Finance Officer - Mr. Ingram introduced Clara Hughes as the new Finance Officer for Hamilton County Public Health. Ms. Hughes assumed the position of Finance Officer in April 2008. The Board of Health welcomed her.

b. Community Health Reviews - Community Health Reviews have been sent to every jurisdiction we serve in Hamilton County. Cities, townships and villages received a report and letter from Mr. Ingram outlining some of the public health activities that were carried out in their community. The reports contain information on births and deaths, injuries, communicable disease, and mortality. The Community Health Reviews provide important information to the elected officials and shows the value our services add to their community. Each board member was given a copy of the Health Review for the township or city of which they reside.

c. Resignation of Environmental Health Director - Mr. Ingram announced the resignation of Mr. Chris Eddy, Director of Environmental Services division. Mr. Eddy's last day with Hamilton County Public Health will be August 29, 2008.

Dr. Stephen Bjornson - Medical Director's Report - Two TB Clinic nurses have been hired and Hamilton County Public Health nurses will be cross-trained to support TB staff. Ms. Puthoff inquired about the \$15,000 debt incurred by Job and Family Services before the transfer of the TB Clinic budget to Hamilton County Public Health. Mr. Ingram stated both departments are in discussion about the expenses.

5. Unfinished Business

- a. **Smoke Free Ohio - Ms. Puthoff** moved to affirm the Hearing Officer's findings for No Worries, SFO 2008-009 and No Worries, SFO 2008-010. **Mr. Brett** seconded the motion.

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

Mr. Rippe and **Mr. Chatham** recused themselves from any discussion regarding Peg's Pub. No decision was made regarding case number SFO 2008-011 for Peg's Pub due to a lack of a quorum. It will be placed on the September Board of Health meeting agenda.

- Mr. Brett** moved to affirm the Hearing Officer's findings for Poor Michaels, SFO 2008-012. **Mr. Rippe** seconded the motion.

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

- Mr. Chatham** moved to affirm the Hearing Officer's findings for Lulu's Tap Room, SFO 2008-015. **Mr. Rippe** seconded the motion.

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

6. Finances

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

Ms. Puthoff moved to approve the revenue and expenditure report and payment of the mileage and disbursements. **Mr. Brett** seconded the motion.

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

7. New Business

- a. The next Smoke Free Ohio Hearing will be held August 29, 2008. **Mr. Brett** will attend the August hearing.

8. Executive Session

Ms. Puthoff moved to adjourn to Executive session at 7:15 p.m. to discuss personnel matters. **Mr. Chatham** seconded the motion.

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

The Board of Health came out of Executive Session at 8:20 p.m. The Board of Health provided the Health Commissioner with his performance review results (Attachment A).

9. Adjournment

At 8:28 p.m. **Ms. Puthoff** moved to adjourn the meeting. **Mr. Chatham** seconded the motion.

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

Next Board of Health meeting is September 15, 2008.

Mark Rippe, President

Timothy I. Ingram, Secretary
Health Commissioner