

**Hamilton County General Health District  
REGULAR MEETING – BOARD OF HEALTH  
October 14, 2019 – 6:30 p.m.  
Minutes**

**1. Call to Order**

At 6:31 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.  
Tracey A. Puthoff, Esq.

District Staff Present: Tim Ingram, Health Commissioner  
Dr. Jennifer Mooney, Assistant Health Commissioner  
Greg Kesterman, Assistant Health Commissioner  
Nee Fong Chin, Chief Assistant Prosecuting Attorney  
Greg Varner, Finance Officer

Guests: Lacie Durkin, Lisa Melcher, Uzoamaka Hodo, Anna Kuykendoll,  
Lesandie Griffin, Shannon Hines, Kamryn Igbonegun, Courtney  
James, Bianca Ruffolo, Eugenia Yoo, Meheret Assefa, Danyelle  
Burton, Rabiya Irfan, and Demetrius Thompson

**3. Clean Kitchen Awards**

Greg Kesterman read the list of 10 Clean Kitchen Award recipients and congratulated them for their efforts to maintain a high level of sanitation and staff education. Mr. Brett inquired how many facilities receive this award. Mr. Kesterman reported that less than 5% of Hamilton County's 2,600 restaurants achieve this award. Mr. Thompson from Carecore Meadows, was present to receive their six-time award. Congratulations!

**4. Approval of Minutes**

**Mr. Rippe** moved to approve the minutes from the September 9, 2019 Board of Health meeting.

**Ms. Puthoff** seconded the motion.

**Roll Call Vote – All Aye**

**5. Health Commissioner's Report**

Commissioner Ingram congratulated Jeremy Hessel, HCPH Director of Environmental Health, for receiving the Southwest Ohio Outstanding Sanitarian Award from the Ohio Environmental Health Association.

HCPH WeThrive! program was nominated for The Health Collaborative's Inspire Health Care Awards. This is the first time a public health entity has been nominated.

Congratulations to Becca Stowe, Director of Health Promotion and Education, and her staff on becoming a finalist for this prestigious award. The winner will be announced on November 6 at The Health Collaborative's banquet.

Four Regulations for fee adjustments and one Resolution for budget revisions are on the agenda tonight for your consideration. We will discuss them in detail later this evening after Greg Varner's third quarter financial review.

The November 11 Board meeting falls on Veteran's Day. In the past, the Board has not met on Veteran's Day. The Board Members are asked to consider rescheduling tonight so a meeting notice change can be published.

The 100<sup>th</sup> Anniversary year end staff celebration was a great event. Congratulations to the Celebration Committee led by Mike Samet for a year of outstanding events and promotions. Photos are in the Board packets.

Commissioner Ingram shared the background on the tobacco settlement and lessons learned that can be applied to the current opioid settlement. HCPH wants to ensure that the Ohio settlement funds are only used for opioid addiction treatment and harm reduction education. Commissioner Ingram wrote an opinion editorial to get Southwest Ohio to start talking about it. A copy is in the Board packet.

Commissioner Ingram reported the HCPH third quarter performance metrics will be reviewed in detail this evening. There are two metrics that likely will not be met. Commissioner Ingram reviewed Program Implementation Plan status for Administration and Strategic Plan sections.

## **Staff Reports**

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

Dr. Steve Feagins report and the monthly Communicable Diseases Epi report is in the Board packet.

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

Assistant Health Commissioner Dr. Jennifer Mooney reviewed Program Implementation Plan status for the divisions and programs of Disease Prevention, Emergency Preparedness, Epidemiology, Harm Reduction, and Health promotion and Education.

Dr. Mooney also shared a success story from the harm reduction syringe exchange program. A client returned after a six-month absence to share with staff that he has been sober for six months and thanked the staff for not giving up on him.

An online dashboard is being created to help share overdose data to make the data easily accessible and actionable. Mr. Rippe asked about other communities that host supervised safe injection houses and if there is any discussion of opening one in Hamilton County. Commissioner Ingram explained there is not support in Hamilton County for that at this time.

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

Assistant Health Commissioner Greg Kesterman reviewed Program Implementation Plan status for the divisions of Environmental Health, Plumbing, Waste Management, Water Quality, Performance Management Work Groups and Action Items.

Mr. Rippe asked for clarity about the backflow data. Commissioner Ingram explained the data is from survey results.

Mr. Brett inquired if the second sewage inspection fees are resulting in decreased second inspections. Mr. Kesterman indicated that the fee is acting as a deterrent. In addition we are providing advanced notification to all homeowners, 30 days in advance of our inspection. Education about the second inspection fee is still in progress.

The 2019 mosquito trapping season ended with only one positive West Nile Virus result from our mosquito traps.

Environmental Health Division staff reported finding suspicious packages during a routine inspection. After Mr. Kesterman consulted with Ms. Chin and Commissioner Ingram, a search warrant was issued by the Regional Enforcement Narcotics Unit. However, the material was only flour for a movie prop, but the Regional Enforcement Narcotics Unit appreciated the concern.

Mr. Brett shared appreciation from Miami Township's Fire Department for condemnation of a property of an older resident so that her home could be remediated.

**6. Unfinished Business: None.**

**7. Finances**

Finance Officer Greg Varner reviewed the 2019 Third Quarter Financial Review PowerPoint discussing year to date progress and variances. HCPH finances are on track and all grant reporting is current. Mr. Varner explained the three comments from the 2018 State Audit. Revisions to the 2019 Budget, Resolution D-2019, are attributed to the final payroll timing. The Board thanked Mr. Varner for his quarterly report and the clean 2018 State Audit report.

**Mr. Rippe** made a motion to approve Resolution D-2019, *Revisions to the 2019 Revised Budget*, Effective October 14, 2019.

**Ms. Puthoff** seconded the motion.

**Roll Call Vote – All Aye**

The September 2019 Disbursement Reports are included in the Board packet.

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

**Dr. Amend** seconded the motion.

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

**8. New Business:**

**Dr. Amend** moved to approve Regulation 2-2019, *Adopting Revised Local Fees for Food Service Operations, Retail Food Establishments, Vending Operations, Temporary Food Services and Mobile Food Services.*

**Ms. Puthoff** seconded the motion.

**Roll Call Vote – All Aye**

**Mr. Rippe** moved to approve Regulation 3-2019, *Adopting Revised Local Fees for Public Swimming Pools and Spas*

**Ms. Puthoff** seconded the motion.

**Roll Call Vote – All Aye**

**Dr. Amend** moved to approve Regulation 4-2019, *Adopting Revised Local Fees for Temporary Camps, Resident Camps, Combined Park-Camps, Recreational Vehicle Parks, and Recreation Camps.*

**Mr. Rippe** seconded the motion.

**Roll Call Vote – All Aye**

**Mr. Rippe** moved to approve Regulation 5-2019, *Adopting Revised Local Fees for Public Accommodation Facilities.*

**Ms. Puthoff** seconded the motion.

**Roll Call Vote – All Aye**

**Mr. Brett** moved to change the November Board meeting from November 11 to November 12, 2019.

**Ms. Puthoff** seconded the motion.

**Roll Call Vote – All Aye**

Commissioner Ingram will send a public notice of the Board meeting date change.

#### **9. Executive Session:**

**Ms. Puthoff** moved to go to Executive Session to discuss personnel matters at 7:28 p.m.

**Dr. Amend** seconded the motion.

**Roll Call Vote – All Aye**

Board came out of Executive Session at 8:24 pm where no decisions were made.


#### **10. Adjournment**

**Ms. Puthoff** moved to adjourn the meeting at 8:25 p.m.

**Dr. Amend** seconded the motion.

**Roll Call Vote – All Aye**

Next Board of Health meeting: November 12, 2019.



James Brett, President



Tim Ingram, Secretary  
Health Commissioner