

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
October 8, 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
Tracey A. Puthoff, Esq.
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

Guests: Gregg Pancero, Trio Restaurant

3. Clean Kitchen Awards

Greg Kesterman read the list of 17 Clean Kitchen Award recipients and congratulated them for their efforts to maintain a high level of sanitation and staff education. Mr. Pancero was present to receive Trio Restaurant's second-time award.

4. Approval of Minutes

Dr. Amend moved to approve the minutes from the September 10, 2018 Board of Health meeting.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

5. Health Commissioner's Report

Commissioner Ingram acknowledged HCPH has just completed the third quarter of the year and reported that staff has made great progress with performance results on target or exceeding expectations. Congratulations to Finance Officer Greg Varner on his first State Audit; there were no findings to report and copies of the 2017 Audit are available to the Board. Congratulations to Assistant Health Commissioners Craig Davidson and Greg Kesterman for meeting or exceeding performance metrics. We will review program performance and financial results in greater detail tonight. Commissioner Ingram is happy to answer any questions the Board may have on the Administration or Strategic Plan initiatives. Progress is attributed to the great work of our staff.

The recent 2018 BioWatch Preparedness Exercise was deemed a success based on feedback provided by participants and observers during the post-exercise hot wash. Full details of the multi-day exercise are included in the Board packet.

Congratulations to our Ohio Equity Institute Coordinator Sydney Battle for receiving the Champion for Equity Award from Cradle Cincinnati. Details of her accomplishment and award are in the Board packet.

We have on tonight's agenda Regulation 2-2018 Adopting Revised Fees for Vending and Mobile Food and Resolution K-2018 Supplemental Appropriation to the Revised Budget for your consideration.

Commissioner Ingram asked the Board to review all of the staff congratulatory emails in the Board packet, calling special attention to Robin Fristoe's heartfelt retirement letter.

HCPH's 100th Anniversary Celebration Committee has begun planning 2019 activities. An estimated budget and program will be shared at the November 5th Board of Health Meeting.

Staff Reports

(a) Medical Director's Report

Dr. Steve Feagins, Medical Director, shared in his report that he presented with HCPH staff at the fall Association of Ohio Health Commissioners (AOHC).

Dr. Feagins discussed the management of the four key substances in withdrawal, opioid use disorder continuum of care, and addiction treatment provider collaborative discussion issues. Dr. Feagins was pleased to share that a patient with hepatitis A is now seeking addiction treatment. HCPH is recommending an addition to the triage navigator for emergency departments to screen for hepatitis A risk factors with thoughtful questions and trigger an order for the vaccine based on Ohio Department of Health recommendations.

The Medical Explorers Program will visit HCPH on November 20. Program highlights are in the Board packet. Dr. Feagins' benchmarks the program's success each year if he is able to write 40 students a letter of recommendation.

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

(b) Department of Community Health Services

Assistant Health Commissioner Craig Davidson reviewed Program Implementation Plan status for the divisions and programs of Disease Prevention, Emergency Preparedness, Epidemiology, Harm Reduction, and Health promotion and Education. Mr. Davidson is pleased to report all initiatives are meeting or exceeding expectations aside from the two previously discussed immunization metrics that remain road blocked due to data migration occurring with the state immunization registry.

Mr. Davidson called attention to the Exchange Project and Narcan statistics, and CDC Epi-Aid Program collaboration in his written report in the Board packet.

(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. Kesterman is pleased to report all initiatives are meeting or exceeding expectations.

Mr. Brett thanked Mr. Davidson and Mr. Kesterman for their good work and asked them to please share the Board's appreciation with their staff.

6. Unfinished Business: None

7. Finances

Finance Officer Greg Varner reviewed the 2018 Third Quarter Financial Review PowerPoint discussing year to date progress and variances. HCPH finances are on track and all grant reporting is current. The 2019-20 budgets will be presented at the December 10th Board meeting. The Board thanked Mr. Varner for his quarterly report and the clean 2017 Audit report.

The September 2018 Disbursement Reports are included in the Board packet. Mr. Brett expressed disappointment that the TB space lease findings from the Prosecutor's office, as noted on the last page, didn't go in our favor.

Ms. Puthoff 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:

Resolution K-2018, Supplemental Appropriation to the 2018 Revised Budget.

Dr. Amend moved to approve Resolution K-2108.

Ms. Puthoff seconded the motion.

Roll Call Vote – All Aye

Regulation 2-2018, Adopting Revised Fees for Vending and Mobile Food. A public hearing was held just prior to this meeting. No one attended the public hearing and no correspondence was received from any citizen.

Ms. Puthoff moved to approve Regulation 2-2108.

Dr. Amend seconded the motion.

Roll Call Vote – All Aye

9. Executive Session

Ms. Puthoff moved to go into Executive Session to discuss personnel matters at 7:19 p.m.

Dr. Amend seconded the motion.

Roll Call Vote – All Aye

Dr. Amend moved to come out of Executive Session at 7:41 p.m. where no decisions were made. **Dr. Kelly** seconded the motion.

Roll Call Vote-All Aye

Mr. Brett moved to approve the Health Commissioner's recommendation of adding a two percent cost of living adjustment to the 2019 budget, effective the first pay period of 2019.

Dr. Kelly seconded the motion.

Roll Call Vote-All Aye

10. Adjournment

Dr. Amend moved to adjourn the meeting at 7:45 p.m.

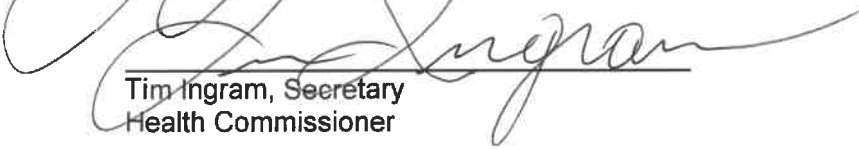
Ms. Puthoff seconded the motion.

Roll Call Vote – All Aye

Next Board of Health meeting: November 5, 2018.



James Brett, President



Tim Ingram, Secretary
Health Commissioner