

**Hamilton County General Health District**  
**REGULAR MEETING – BOARD OF HEALTH**  
**February 13, 2012**  
**Minutes**

**1. Call to Order**

At 6:30 p.m., President, Tom Chatham, 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: President, Tom Chatham  
Vice President, Jim Brett  
Dr. Kenneth Amend  
Tracey Puthoff, Esq.  
Mark Rippe

District Staff Present: Timothy Ingram, Health Commissioner  
Kathy Lordo, Asst. Health Commissioner  
Greg Kesterman, Asst. Health Commissioner  
Clara Hughes, Finance Officer  
Nancy Glier, Finance Officer  
Chris Griffith, Water Quality Director  
Stephanie Taylor, Human Resources  
Robin Fristoe, Administrative Secretary

Guests: Clean Kitchen award recipients –  
Zina Payne, representative for Residents of Garden Gate  
Chris Cross, representative for Arden Courts  
Kim Wilkerson, representative for Monfort Hgts. Elem.  
Robin Patrick, representative for Monfort Hgts. Elem.  
George LaFleur, representative for Monfort Hgts. Elem.  
Two representatives for The Veg Head  
University Hospital nursing students –  
Elise Evans  
Betsy Linz  
Michael Sheve  
Mohummad Otthan  
Martin McGrory – representative for variance

**3. Clean Kitchen Awards**

Mr. Kesterman provided a brief synopsis of the Clean Kitchen awards and how a facility qualifies. He read the list of facilities that qualified to receive an award. The awards were presented to those recipients in attendance and Mr. Kesterman will have the others mailed to the appropriate food service operation.

**3. Approval of Minutes**

**Dr. Amend** moved to approve the minutes from the January 9, 2012 Board of Health meeting; **Mr. Rippe** seconded the motion.

**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett, Chatham**

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

Mr. Ingram provided a presentation on Developing a New Collaborative Approach to Reduce STDs in Hamilton County.

This approach includes contacting all healthcare institutions to request their assistance. The strategies that Hamilton County Public Health is taking to address this issue is to enhance surveillance, expand clinical services, increase education, and improve community outreach.

Mr. Ingram reminded the Board members of the District Advisory Council meeting on March 5, 2012 at 12:00pm at the HCPH building.

#### **Staff Reports**

##### **Kathy Lordo, Assistant Health Commissioner, Department of Community Health Services**

Ms. Lordo explained the Txt4Health program and she encouraged the Board members to sign up.

Ms. Lordo discussed the social media plan for HCPH. With the new social media person on staff, HCPH is now using Twitter, Facebook, and YouTube on a daily basis to get messages out to the public and gain recognition.

##### **Greg Kesterman, Assistant Health Commissioner, Department of Environmental Health Services**

Mr. Kesterman discussed the ongoing odor issue with Rumpke. The group referred to as "Team Rumpke" is comprised of HCPH, the Ohio Environmental Protection Agency, Department of Environmental Services, the US EPA, Rumpke, and Colerain Township Fire Department. Everyone involved continues to gain better understanding of the reaction, and during the process, create some quality control. Rumpke is currently installing approximately fifty acres of additional odor control blanket over the northern portion. Unfortunately, this process is causing an increase in odor. Mr. Kesterman added that the experts continue to brainstorm to determine the best solution to this ongoing problem.

#### **5. Unfinished Business**

There was no unfinished business to discuss.

#### **6. New Business**

- a) Variance – SVAR201108 – 8019 Keller, Indian Hill – applicant is seeking a variance for a previously constructed covered patio that was added to the home and does not meet the setback requirements from the sewage treatment system.

**Dr. Amend** moved to approve Variance SVAR201108; **Mr. Rippe** seconded the motion.

**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett, Chatham**

- b) Variance – SVAR201202 – 7 Denison, Terrace Park – applicant is seeking a variance to add on a porch that does not meet the 10' setback requirement from the sewage system.

**Mr. Brett** moved to approve Variance SVAR201202; **Mr. Rippe** seconded the motion.  
**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett, Chatham**

At 7:40pm Mr. Chatham excused himself from the meeting. As Vice President, Mr. Brett assumed the chair.

## **7. Finances**

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

Ms. Glier, Finance Officer, reported that HCPH has received the 2012 funding for the TB program. She informed the Board that a narrative of the STD/HIV budget is included in the Board packet.

Ms. Puthoff questioned where the shortfall, if any, for the STD/HIV program would be? Mr. Ingram explained that since the grant is new we will try to stay within the monies allocated. As necessary, additional funding will come from the HCPH general fund or other sources. Mr. Ingram will keep the Board informed as to any monies that will be needed from the HCPH budget, or other sources, to fill any shortfalls. Ms. Lordo explained the funding for the STD/HIV grant and how it is appropriated.

**Mr. Rippe** moved to approve the Revenues and Expenditures, Mileage and Disbursements; **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett**

### **b. Resolution C-2012, adoption of 2012 revised / 2013 estimated budgets**

Ms. Hughes, Finance Officer, discussed the changes made since last presented.

**Ms. Puthoff** moved to approve Resolution C-2012, adoption of 2012 revised / 2013 estimated budgets; **Mr. Rippe** seconded the motion.

**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett, Chatham**

### **c. Resolution A-2012: Resolution establishing procedure for the tagging and embargo of articles and foods per the Ohio Administrative Code section 901:3-4-12 and section 901:3-4-15**

Mr. Kesterman provided a brief description of this resolution.

**Ms. Puthoff** moved to approve Resolution A-2012 as written; **Dr. Amend** seconded the motion.

**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett**

### **d. Resolution B-2012: Resolution authorizing the Health Commissioner to suspend a Food Service Operation and Retail Food Establishment License.**

Mr. Kesterman provided a brief description of this resolution.

**Dr. Amend** moved to approve Resolution B-2012 as written; **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett**

**e) Sewer Connection Policy Updates**

Mr. Kesterman discussed the sanitary sewer connection updates. In 2010, the Ohio Attorney General issued a formal opinion that indicates a Board of Health may grant a variance if strict application of the law causes unusual and unnecessary hardship (including financial hardship) provided the spirit and intent of the variance is not contrary to public interest.

There have been several recent cases in which HCPH is requiring a household to connect to the sanitary sewer. In each instance, the homeowner is claiming significant financial hardship, including the potential loss of their home. Mr. Kesterman indicated that staff have followed the Board’s connection policy that has been in effect since May of 2001. In light of the recent cases and the Ohio Attorney General’s opinion, it is now an appropriate time for the Board to be prepared for a variance from the requirement to connect to the sanitary sewer.

The time requirement for sewer connection is based on public and environmental health risk. Failing systems have the least time to connect and functioning non-discharging systems are given five years to connect. Mr. Kesterman suggested that, when hearing a variance concerning sanitary sewer connections, the Board consider the system type, operational history, and the circumstances of the applicant’s hardship.

Ms. Chin, Chief Assistant Prosecuting Attorney, recommended that, in the future, the Board of Health be consistent in considering all criteria when reviewing a variance for approval. In addition, she recommended that the Board provide a list of information they would need from an applicant to assist in making their decision and determination that a financial hardship exists.

**f) Personnel Policy Revisions**

**Mr. Rippe** moved to approve the Personnel Policy revisions based on the following recommended changes: the effective date on all to be changed to 2/13/12; Section 5.2 to add the word “or” between stepchild and legally adopted; **Ms. Puthoff** seconded the motion.  
**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett**

**8. Adjournment**

**Ms. Puthoff** moved to adjourn the meeting at 9:05pm; **Dr. Amend** seconded the motion.  
**Roll call vote – Yes: Amend, Rippe, Puthoff, Brett**

The next Board of Health meeting will be held on Monday, March 12, 2012 at 6:30 pm.

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Thomas Chatham, President

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Timothy I. Ingram, Secretary  
Health Commissioner