

**Hamilton County General Health District**  
**REGULAR MEETING – BOARD OF HEALTH**  
**July 9, 2012**  
**Minutes**

**1. Call to Order**

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

District Staff Present: Timothy Ingram, Health Commissioner  
Greg Kesterman, Asst. Health Commissioner  
Chris Griffith, Water Quality Director  
Clara Hughes, Finance Officer  
Robin Fristoe, Administrative Secretary

Guests: Mike & Caroline Duffy  
Janet Morgan  
Sean Keith  
Tim Cassady  
Joe Linz

**3. Clean Kitchen Awards**

Mr. Kesterman read aloud the list of Clean Kitchen Award recipients.

**4. Approval of Minutes**

**Dr. Amend** moved to approve the minutes from the June 11, 2012 Board of Health meeting; **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Amend, Brett, Puthoff (abstained)**

**5. Health Commissioner's Report**

Mr. Ingram discussed the passing of HB 487, the mid-year biennial budget bill, and the legislative committee created to study the future of the public health system in Ohio. Mr. Ingram has been asked by the Ohio Legislature to serve on this committee. He anticipates there to be two meetings per month in Columbus, of which, as a committee member, he will be expected to attend. He welcomes the Board members thoughts and input on this matter.

## Staff Reports

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

Due to illness, Ms. Lordo was unable to attend the Board meeting. On her behalf, Mr. Ingram provided updates.

The Division of Community Health Services (CHS) has been busy working on grant proposals. The 2013 Public Health Emergency Preparedness (PHEP) grant proposal was submitted in May and the application for the Community Transformation Grant will be submitted in July.

Hamilton County Public Health (HCPH) will receive funding from Hamilton County Job and Family Services to manage the Maternal and Child Health Grant. A portion of this grant will be used to continue the child care obesity prevention strategies that HCPH currently works on.

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

The Division of Environmental Health (EH) continues to play an active role in the enforcement of Smoke Free Ohio (SFO). Staff testified at two administrative reviews. Both cases were ruled in favor of HCPH and resulted in a \$5,000 fine being assessed against each facility for their infractions of the SFO law. Mr. Kesterman explained the reimbursement process for HCPH pertaining to these fines.

Inspections and revenue for the Non Flammable Medical Gas program in the Plumbing Division are significantly higher compared with 2011. This is due in part to the new Mercy West Hospital construction in Green Township.

In the Division of Waste Management, the Construction and Demolition Debris (C&DD) volumes are up 45% compared with 2011.

Since the beginning of 2012, the Storm Water program in the Division of Water Quality filled the existing vacancies. These members will assist with the Sewage Treatment System (STS) mapping and dry weather flows.

## **6. Unfinished Business**

There was no unfinished business to discuss.

## **7. Finances**

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

Ms. Hughes reported that the healthcare fees are currently below expectations at this time of year. A recovery of some revenue is expected with the approved fee increase for Tb skin testing, as well as the addition of Medicaid billing.

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

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

Ms. Hughes provided a summary of the 2010 audit. She was pleased to report that there were no findings in the 2010 report from the Auditor of State. Listed in the management letter were several recommendations, of which Ms. Hughes read aloud.

The Board congratulated Ms. Hughes and the staff on a great audit report.

## 8. New Business

- a) **Variance – SVAR201212** – 7735 Hopper Road, Anderson Twp.

**Ms. Puthoff** moved to approve Variance SVAR201212, subject to staff recommendations; **Dr. Amend** seconded the motion.

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

- b) **Variance – SVAR201213** – 3249 Plateau, Evendale

**Ms. Puthoff** moved to approve Variance SVAR201213, with conditions stated by staff; **Dr. Amend** seconded the motion.

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

- c) **Variance – SVAR201214** – 965 Elm Ct., Terrace Park

**Ms. Puthoff** moved to approve Variance SVAR201214, subject to staff requirements; **Dr. Amend** seconded the motion.

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

- d) **Health Commissioner's out of state travel request**

The Health Commissioner requests approval to travel to San Diego, California August 13<sup>th</sup> through August 15<sup>th</sup> to attend the BioWatch workshop.

**Dr. Amend** moved to approve the Health Commissioners out of state travel; **Ms. Puthoff** seconded the motion.

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

## 9. Adjournment

**Ms. Puthoff** moved to adjourn the meeting at 7:51pm; **Dr. Amend** seconded the motion.

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

The next Board of Health meeting will be held on Monday, August 20, 2012 at 6:30 pm.

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Thomas Chatham, President

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Timothy I. Ingram, Secretary  
Health Commissioner