

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
October 10, 2016
Minutes**

1. Call to Order

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

District Staff Present: Timothy Ingram, Health Commissioner
Greg Kesterman, Assistant Health Commissioner
Craig Davidson, Assistant Health Commissioner
Nee Fong Chin, Chief Assistant Prosecuting Attorney
Kathy Lordo, Special Projects Coordinator
John Teufel, Finance Officer
Dr. Stephen Bjornson, Medical Director
Jeremy Watson, Assistant Finance Officer

Guests: Susan Hoelle, Cincinnati Children's Hospital
Jordan Oberndorter, Student
Christopher Gilmore, The Alois Alzheimer Center
Clifford Olverson, KFC

3. Approval of Minutes

Mr. Rippe moved to approve the minutes from the September 12, 2016 Board of Health meeting.

Dr. Amend seconded the motion.

Roll Call Vote – All Aye

4. Clean Kitchen Awards

Mr. Kesterman read the list of 11 Clean Kitchen Award recipients and certificates were presented to the two in attendance – Mr. Gilmore accepted on behalf of The Alois Alzheimer Center and Mr. Olverson accepted on behalf of KFC.

5. Health Commissioner's Report

Commissioner Ingram welcomed Jill Claire who will be taking board meeting minutes.

Third quarter performance is showing good progress and financial results are showing solid results to date. There is a Resolution tonight to approve revisions to the 2016 revised budget for Division of Epidemiology payroll and Food Service Program additional supplies.

Work continues on the opioid epidemic. With an average of eight deaths per day in Ohio, this work is time-consuming and important. A response to the recent article in the paper is in progress to clearly state the facts and fairly compare Maryland and Baltimore Health Departments with Hamilton County/Northern Kentucky Health Departments.

Staff Reports

(a) Department of Community Health Services

Mr. Davidson reviewed the Plan of Work Performance Summary items reporting that Strategic Plan is at 100% and all departments are at 80% or better and on track to hit or exceed all metrics by year end.

Mr. Rippe had inquired about EpiCenter Drug Alerts and Ohio vs. County comparisons. Mr. Davidson reviewed the data in his follow up report. Hamilton County has experienced the largest number of alerts which represents 18% (n=21) of all alerts for the state. Hamilton County received 9% (n=3308) of all overdose-associated emergency department visits in Ohio. Hamilton County aligns with the state demographic characteristics relative to mean and median age, but differs with respect to the proportion of males versus females.

Mr. Davidson reported on the Medical Countermeasure Operational Readiness Review recently conducted by the Ohio Department of Health. Mr. Davidson is pleased to report that because of the efforts of our Emergency Preparedness program our agency is one of only three or four health departments in Ohio to receive "Established" status level from Ohio Department of Health. We will be assessed again in 2018.

(b) Department of Environmental Health Services

Mr. Kesterman reviewed the Plan of Work Performance Summary items reporting that while school inspections are down this quarter, they are still on track to hit or exceed all metrics for all divisions by year end.

Mr. Kesterman is pleased to announce that Tony Buschle was selected to receive the Southwest Ohio Sanitarian of the Year Award for the Ohio Environment Health Association. Mr. Buschle is a diligent worker who continues to exceed expectations with his knowledge, leadership, and willingness to take on new challenges to improve and protect the health of the community in Hamilton County. Hamilton County Public Health staff has won the award from the Ohio Environmental Health Association five times in the last six years.

Smoke Free Ohio has significant reduction of confirmed complaints. Commissioner Ingram noted this is the 10th anniversary of implementation of the law. Staff continues to work with the Ohio Department of health to ensure that collections of fines in Hamilton County remain a high priority into the future.

Housing Program processed five condemnations and one public swimming pool closed to correct all violations. The increased condemnations are due to local municipalities' cooperation in order to demolish deplorable homes and protect the elderly and children.

(c) Monthly Communicable Disease Surveillance Report

Dr. Stephen Bjornson is pleased to present a boring communicable diseases report. Dr. Bjornson reviewed the monthly Epi report and highlighted the top three reported diseases are chronic hepatitis C, B, and syphilis.

6. Special Presentation: HCPH Strategic Planning Process

Ms. Lordo provided a packet of detailed information on the strategic planning update. Ms. Lordo reviewed the information in detail that included the SWOT Analysis and Division Assessment worksheets. Input was received from staff, administration, supervisors, and community partners. Summaries were reviewed and issues down the road are good material for Saturday's Board of Health Strategic Planning Meeting.

Commissioner Ingram acknowledged staff feedback regarding concerns with IT and HR. It will be up to this governing entity to decide areas of program focus. The accreditation report's areas of improvement will be good material as well. The budget will play an important role and operationalizing the foundation should be considered.

Ms. Lordo was thanked for her strategic planning work.

7. Unfinished Business

There was no unfinished business.

8. Finances

(a) Mr. Watson reviewed the third quarter financial results. A series of slides highlighted actual results compared to the budget.

(b) Monthly Disbursements Report.

Mr. Rippe moved to approve the monthly disbursements.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye; Mr. Brett abstained on Whitewater Township expenditure.

9. New Business

Mr. Teufel presented Resolution F-2016 to approve revisions to the 2016 revised budget. Looking forward potential shortages and increased demand were identified. From the restricted fund, \$27,000 is requested for additional Serv Safe Books. This expense is fully funded through revenue obtained through increased class enrollment beyond original budget expectations. And from the general fund, \$70,000 is requested for seed money for the Epidemiology Division's contract with Butler County for maternal and child health epidemiology services and an agreement with Cincinnati Children's Hospital to support the Fetal and Infant Mortality Review program. Revenue will offset these increased expenditures.

Dr. Amend moved to approve Resolution F-2016.

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye

10. Executive Session – Personnel

Mr. Brett moved to go into Executive Session to discuss personnel matters at 8:05 p.m.

Dr. Amend seconded the motion.

Roll Call Vote – All Aye

The Board came out of Executive Session at 8:10 p.m. where no decisions were made.

11. Adjournment

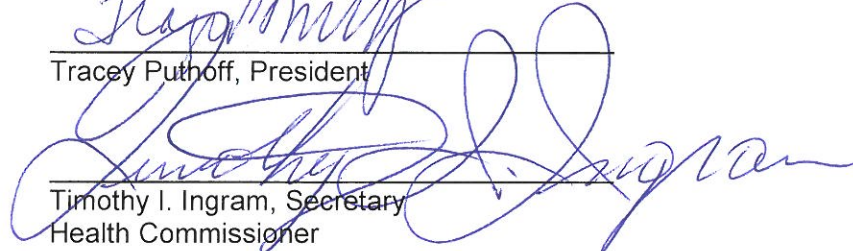
Dr. Amend moved to adjourn the meeting at 8:11 p.m.

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye

Next Board of Health meeting: Monday, November 14, 2016.



Tracey Puthoff, President

Timothy I. Ingram, Secretary
Health Commissioner