

Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
December 10, 2012
Minutes

1. Call to Order

At 6:35 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
Kathy Lordo, Asst. Health Commissioner
Greg Kesterman, Asst. Health Commissioner
Chris Griffith, Director of Water Quality
Robin Fristoe, Administrative Secretary
Jeremy Hessel, Director of Environmental Health
Dr. Bjornson, Medical Director

Guests: Bruce Forrester Kim Wilkerson
Bob Voigt George LaFleur
Gloria Evans Sue Kinnett
Lynda Deitsch George Triantafilou
Marvin Hennigan Kathy McWhorter
Clyde Seitz Gail Nickum
Matt Nickum

3. Clean Kitchen Awards

The list of Clean Kitchen Award recipients was read by Mr. Kesterman and those in attendance were presented their award.

4. Approval of Minutes

Ms. Puthoff moved to approve the minutes from the November 5, 2012 Board of Health meeting as amended by Ms. Puthoff; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

5. Health Commissioner's Report

Mr. Ingram deferred his report to the financial portion of the meeting.

Staff Reports

Dr. Bjornson, Medical Director, reported on the Tuberculosis program and the Syphilis program.

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

Ms. Lordo provided a brief update on some of the activities going on within the Department of Community Health Services.

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

Mr. Kesterman discussed the grant funding made available through the Ohio EPA's Water Pollution Control Loan Fund.

6. Unfinished Business

There was no unfinished business to discuss.

7. Finances

Revenues and Expenditures
Mileage and Disbursements

Mr. Ingram explained the County Auditor's accounting system, "Performance" that is used by all Hamilton County agencies. He discussed the complexity of the system and how Hamilton County Public Health (HCPH) uses a combination of Performance, along with its own accounting system, to provide the financial portion of the board packet each month.

Mr. Ingram proposed, in the interest of efficiency and standardization, that HCPH merges its current accounting system into Performance. The Board agreed to using the Auditors Performance system for the source of revenue and expenditure reports. Mr. Brett suggested that Mr. Ingram email the disbursement report, in PDF format, to Board members for review. Mr. Ingram agreed and encourages all feedback regarding the new format.

Mr. Brett surmised that due to the absence of Board members, the general consensus was that the disbursement report will be derived from the Performance system and reported in the January Board packet. All Board members will then have the opportunity to review it and determine if it provides sufficient detail.

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

Roll call vote – Yes: Amend, Puthoff, Brett

8. New Business

a) Swimming Pool Variance – 8495 Vorhees Lane, Sycamore Township

Ms. Puthoff moved to approve the Swimming Pool Variance for 8495 Vorhees Lane, Sycamore Township, with contingencies recommended by staff; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

b) Variance SVAR201222 – 5324 Laurel Ridge Lane, Green Township

Dr. Amend moved to approve Variance SVAR201222 – 5324 Laurel Ridge Lane, Green Township meeting any stipulations noted by staff; **Ms. Puthoff** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

c) Variance SVAR201223 – 6370 Day Road, Colerain Township

Ms. Puthoff moved to approve Variance SVAR201223 - 6370 Day Road, Colerain Township; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

d) Resolution I – 2012 – Transfer funds from within the Tb Control and Food Service and Vending sub-funds.

Ms. Puthoff moved to approve Resolution I – 2012 – Transfer funds from within the Tb Control and Food Service and Vending sub-funds; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

9. Executive Session

Ms. Puthoff moved to enter into executive session at 8:05pm; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

The Board of Health concluded the executive session at 8:30pm with no votes taken.

10. Holidays

Ms. Puthoff moved to grant two holidays to the staff, December 24, 2012 and December 31, 2012; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

11. Adjournment

Ms. Puthoff moved to adjourn the meeting at 8:31pm; **Dr. Amend** seconded the motion.

Roll call vote – Yes: Amend, Puthoff, Brett

The next Board of Health meeting will be held on Monday, January 14, 2013 at 6:30 pm.

Thomas Chatham, President

Timothy I. Ingram, Secretary
Health Commissioner