

Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
July 22, 2015
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
Mark Rippe, Vice President
Jim Brett
Tom Chatham

District Staff Present: Timothy Ingram, Health Commissioner
Dr. Stephen Bjornson, Medical Director
Nee Fong Chin, Chief Assistant Prosecuting Attorney
Greg Kesterman, Asst. Health Commissioner
Kathy Lordo, Asst. Health Commissioner
Mike Samet, Public Information Officer
John Teufel, Finance Officer

3. Clean Kitchen Awards

Four Clean Kitchen Award recipients were recognized.

4. Approval of Minutes

Mr. Brett moved to approve the minutes from the June 15, 2015 Board of Health meeting.

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye

5. Health Commissioner’s Report – Staff Reports

Commissioner Ingram congratulated Assistant Commissioner Kesterman for completing a Masters of Public Administration degree through the agency’s tuition reimbursement program. He cited the program as a valuable benefit to employees and the agency, implemented through the Board of Health.

Commissioner Ingram said that the State Auditor has suggested that the Board of Health consider formation of an Audit Committee. He continued that in the agency’s current system, audit materials are reviewed by the full Board of Health. Mr. Brett asked what benefits there are to forming a committee. Commissioner Ingram responded that the committee proposal could be of help in working with larger boards. However, the current five-member Board currently handles audit reviews efficiently and as such, he sees no need for a separate

committee. The Board of Health concurred that it will continue the practice of reviewing audit materials as a full board.

5a) Department of Community Health Services

Ms. Lordo reported on the second quarter program plan of work for Community Health Services. The majority of measures are on target for completion by year-end. Immunizations will increase with the advent of flu season. The agency has implemented new software to handle the Bureau for Children with Medical Handicaps program. This will streamline program reporting.

Ms. Lordo reported that the agency is currently interviewing for three open nursing positions. In addition, two new staff for the STD/HIV program recently completed training and will now be able to assume a full case load.

In other staffing activity, Emergency Preparedness will be adding a second position. Epidemiology and Assessment will add a new staff member the week of July 27, which will help the division with reporting. Ms. Lordo added that the division has spent considerable time developing reports for communities participating in the WeTHRIVE! initiative.

Dr. Bjornson reported that communicable diseases in Ohio have increased 20 percent during June. Most of the increases are in Hepatitis B, C and syphilis. Tuberculosis cases remain stable for the month. He added it is unclear what is driving the increases.

5b) Department of Environmental Health

Mr. Kesterman reported the department is on track in 10 of 11 of its performance measures. The Environmental Health division has completed training with three new staff, which has brought performance measures for the division back to plan. In addition, the Plumbing division has added a new inspector who is now able to perform residential plumbing inspections.

There were seven home condemnations in the past month. One of them was for a feral cat situation that generated considerable media interest.

Mr. Rippe inquired about Village of Indian Hill home sewage treatment system inspections. Mr. Kesterman reported that he and Commissioner Ingram will meet with Indian Hill officials during the first week of August to discuss details.

Ms. Puthoff thanked staff for its progress, to date, on completing the program plan of work.

6. Unfinished Business

The State of Ohio, as part of its budgeting process, has passed legislation paving the way for syringe exchange programs in the state. As such, Ms. Puthoff recommended withdrawing Resolution D-2015, a resolution to authorize syringe exchange programs in any community within the Hamilton County General Health District choosing to do so and to declare an emergency. Ms. Puthoff said the next steps are to have counsel review the legislation. If new resolutions are necessary, they should follow the legislation word-for-word.

Mr. Brett moved to remove Resolution D-2015 from consideration.

Mr. Rippe seconded the motion.
Roll Call Vote – All Aye

7. Finances

Mr. Teufel provided a re-cap of second quarter finances. The agency ended the quarter at 101 percent of budget for consolidated revenue; 107 percent for the general fund; restricted funds achieved 97 percent of budget.

On the expenditure side, personnel costs, including annual medical costs, came in at 93 percent of budget. Mr. Teufel characterized spending as “well-managed.”

Mr. Teufel reported that the agency will make use of the Public Health Uniform National Data System, provided through the National Association of County and City Health Officials, to perform benchmarking against similar-size local health departments. This tool will provide valuable comparison data for the agency.

Commissioner Ingram reported that the building housing the tuberculosis clinic has been sold. Following considerable research, he and Mr. Teufel were able to negotiate a significant reduction to the assessment being charged as part of the building sale.

Mr. Rippe asked for a projection on year-end finances. Mr. Teufel expects the year to finish in the “black.”

Monthly Disbursements

Mr. Chatham moved to approve the monthly disbursements.

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye

8. Adjournment

Mr. Rippe moved to adjourn the meeting at 7:30 p.m.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

Next Board of Health meeting: August 10, 2015, 6:30 p.m.

Tracey Puthoff, President

Timothy I. Ingram, Secretary
Health Commissioner