

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
February 11, 2008
Minutes**

1. Call to Order

At 6:30 p.m., Vice-Chairman Tom Chatham called to order the regular session of the Board of Health of Hamilton County General Health District.

2. Roll Call of Members

Members Present: Tom Chatham, Kenneth G. Amend, M.D;
Jim Brett, Tracey Puthoff, Esq.

Members Absent: President Mark Rippe

District Staff: Timothy Ingram, Health Commissioner
Kathy Lordo, Assistant Health Commissioner
Martin Allex, Administrative Assistant
Tom Basti, Financial Officer
Nee Fong Chin, Chief Assistant Prosecuting Attorney

3. Approval of Minutes

Dr. Amend moved to approve the minutes of January 14, 2008 after the following correction is made: Paragraph 8 on page 3, "*Mr. Ingram did not lead the motion to go into executive session, Mr. Rippe led the motion*". **Ms. Puthoff** seconded the motion to approve the minutes.

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

4. Health Commissioner's Report

Mr. Ingram distributed a report from Ohio Department of Health regarding smoke-free complaints throughout the state of Ohio. The report indicated Hamilton County is number two in the state for number of smoking complaints filed. Hamilton County Public Health will hold its first administrative hearings on February 29 for establishments that have appealed their notice of violation. Ms. Chin recommends that a Board of Health member is present at the hearing and Mr. Brett has agreed to attend the hearing.

Infant Mortality Project

Hamilton County Public Health has been asked to develop the surveillance system for the Infant Mortality Project, a collaborative project between Hamilton County Public Health, City of Cincinnati and Cincinnati Children's Hospital. An office with a dedicated staff will be created and will address women's and infant health concerns.

Medical Director's Contract - The contract for medical director services with Steve Bjornson, M.D. is up for renewal. The major change in the contract will increase the number of hours worked in the office. **Dr. Amend** moved to approve the contract, contingent upon the following correction that the 14 - 20 hours be removed so the line reads "*Work no less than 14 hours per week at the HCGHD offices consulting with divisions of Epidemiology and Assessment, Nursing and Disease Prevention*." **Mr. Brett** seconded the motion.

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

Kathy Lordo, Assistant Health Commissioner's Report

Ms. Lordo provided a summary of her written report.

Mr. Chatham asked Ms. Lordo if an injury surveillance report was completed in 2005.

Ms. Lordo stated there was not, but trauma data from 2005 through 2007 has been collected and will be used in a report that will come out late in 2008.

5. Unfinished Business

- a. **Dog Bites** - At the last Board of Health meeting Mr. Chatham asked about dog bite trends and if they are on a decline. Mr. Eddy, Director of Environmental Health, informed Mr. Ingram the overall number of bites is down. Cities such as Cleveland and Akron also show a decline in the number of dog bites they have received. This may be due to bite prevention programs and insurance costs.
- b. **Housing Complaints** - Last month, Dr. Amend inquired about the number of housing complaints reported in the Board of Health report, questioning why the numbers didn't match. Mr. Eddy, Director of Environmental Health responded to that question and Mr. Ingram distributed the information to Dr. Amend.

6. Finances

a. Expenditures, Mileage and Disbursement

Mr. Brett moved to approve the revenue and expenditure report and payment of the mileage and disbursements. **Ms. Puthoff** seconded the motion.

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

- b. **2008 Revised / 2009 Estimated Budget** - Mr. Basti, the new Finance Officer, introduced himself to the Board of Health. He reviewed the revised 2008 budget and 2009 estimated budget including the TB Control Program. Ms. Puthoff questioned the status of the TB program contract and where the money for the clinic is coming from. Mr. Ingram stated the contract is moving ahead and he anticipates the execution of the contract at the March Board of Health meeting. Money for the program will come from a special TB levy. **Ms. Puthoff** moved to approve the 2008 revised budget and the 2009 estimated budget as set forth in the report dated February 11, 2008. **Dr. Amend** seconded the motion.

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

7. New Business

a. Out of State Travel Request

Mr. Ingram requested out-of-state travel to attend the Public Health Preparedness Summit in Atlanta, Georgia, February 19 - 22, 2008. **Mr. Brett** moved to approve the travel request. Ms. Puthoff seconded the motion.

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

b. District Advisory Council Meeting (D.A.C.)

Chairman Joe Sykes has announced the 23rd Annual District Advisory Council meeting will be held March 3, 2008 beginning at noon in the offices of Hamilton County Public Health. Mr. Rippe, President of the Board of Health will present the annual report and Mr. Ingram will give an overview of Hamilton County Public Health accomplishments for 2007. Mr. Chatham will run for another term as a Hamilton County Board of Health member.

8. Executive Session

At 7:30 p.m., **Ms. Puthoff** moved to go into executive session to discuss litigation matters. **Dr. Amend** seconded the motion.

Roll Call Vote – Yes: Amend, Puthoff, Brett, Chatham

The Board returned from executive session at 7:50 p.m.

At 7:50 p.m., **Mr. Brett** moved to adjourn the meeting. **Dr. Amend** seconded the motion.

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

Next Board of Health meeting is March 10, 2008.

Mark Rippe, President

Timothy I. Ingram, Secretary
Health Commissioner