

**Hamilton County General Health District  
REGULAR MEETING – BOARD OF HEALTH  
January 14, 2008  
Minutes**

**1. Call to Order**

At 6:30 p.m., President Mark Rippe called to order the regular session of the Board of Health of Hamilton County General Health District.

**2. Roll Call of Members**

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

Others present: Timothy Ingram, Health Commissioner

District Staff: Assistant Health Commissioner Kathy Lordo;  
Medical Director H. Stephen Bjornson, M.D., Ph.D.

**3. Approval of Minutes**

**Dr. Amend** motioned to approve the minutes of December 10, 2007. **Ms. Puthoff** seconded the motion.

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

**4. Health Commissioner's Report**

**New Hire** - Tom Basti was hired as the Financial Officer to replace Mr. Alex upon his retirement in May. Mr. Basti comes from Smart Papers in Hamilton, Ohio. He has an extensive background in accounting. Mr. Basti will be introduced to the Board of Health in February.

**Performance Evaluations** - Performance evaluations are being discussed with staff and the majority have been completed.

**Program Plan of Work** - Results from the first year of the 2007 - 2009 Program Plan of Work are included in the Board of Health packet. Almost 77 percent of the activities were completed. Items marked in blue will be ongoing through 2009. Mr. Rippe asked about the diagonal symbol in the status column of the report. Ms. Lordo explained those items were not completed due to reasons ranging from changes in staff assignments to changes in regulations. The checkerboard symbol indicated the item was removed from the list of activities because it was no longer applicable. Mr. Rippe suggested distinguishing new items with a different color.

Mr. Ingram explained that the current motel regulation dates back to the early nineties. Staff will revise it in the fall of 2008. Mr. Rippe stated there was a lot of work accomplished by staff over the past year and inquired about how directors report their progress. Mr. Ingram explained directors report their division's progress quarterly and that information is given to the board members twice a year. Mr. Ingram asked the board members if they would like to receive updates more frequently. The Board decided it was not necessary.

## **H. Stephen Bjornson Medical Director's Report**

**NoroVirus** - The community-wide Norovirus outbreak began about three weeks ago at a daycare center and was introduced to the Seasons Retirement Community in Sycamore Township by a visitor. Due to the confined space and the age of the residents, the virus spread, affecting several residents. Many residents were transported to Bethesda North by the Sycamore Fire Department, alerting Sycamore Fire Chief. Chief Jetter informed Public Health staff about the situation which lead to the investigation.

Mr. Chatham stated Ms. Sacco, Director of Nursing, did a nice job during the television interview. Mr. Ingram indicated that this was the third staff interview since January 1, 2008.

## **Kathy Lordo, Assistant Health Commissioner's Report**

Ms. Lordo provided a summary of her written report.

There is no 2007 third quarter information for media due to switching of vendors. Mr. Rippe questioned if the number of website inquiries about restaurant inspections should be higher. Ms. Lordo explained that 2007 third quarter website info was lost due to our new website. Mr. Ingram said we have been getting about 400 hits a day on the digital inspection reports, but the number has been decreasing due to slowing of media coverage.

Dr. Amend asked about immunization clinic revenue numbers. He indicated that numbers did not match (5f).

Mr. Chatham asked if there was a plan to address Hepatitis C. Ms. Lordo stated that staff had discussed the issue with Hamilton County Mental Health and Recovery Services.

Mr. Chatham stated Chair Volleyball has been successful and asked if members were from all over Hamilton County. Mr. Ingram replied that they were and invited a Board Member to emcee the 2008 fall banquet.

Mr. Ingram announced he will attend a meeting on Friday, January 18 with State Representative Mallory, County Commissioner Portune, City of Cincinnati Health Commissioner Dr. Maseru and Mr. Chris Eddy, Director of Environmental Health, to discuss how to manage the area bed bug infestation. Dr. Amend asked if we record the number of calls received from city residents regarding bed bugs. Mr. Ingram stated we do not have an exact number but the number of calls received in a week is significant.

Mr. Rippe pointed out that according to Mr. Griffith, Director of Water Quality Division, digital inspections for the Stormwater Project have been completed. Mr. Rippe commended the Water Quality staff for completing the project ahead of schedule. Mr. Ingram stated that he was in the process of renegotiating a contract with the County Engineer who administers the Stormwater program on behalf of the county.

## **5. Unfinished Business**

### **a. Tuberculosis Control Program**

Mr. Ingram distributed information regarding the TB Control Program. Dr. Amend asked if the last two years of TB Control's financial records have been reviewed. In response, Mr. Ingram distributed copies of a report by a consultant hired by Hamilton County Tax Levy Review Committee that outlines financial information. Statute 319.72 mandates

TB control programs in counties. If the levy fails, funding will continue from other sources. Mr. Ingram stated this will be a three to four year contract if approved by the Board.

## **6. Finances**

### **a. Revenues & Expenditures**

Projected ending fund balance was 2.2 million in February of 2007. Next month the report will include 2008 and 2009. The contract with TB is cost-neutral.

Mr. Ingram explained to the Board that when they see the annual proposal next month for 2008 revised and 2009 and the cost exceed the revenues, they will understand why.

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

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

## **7. New business**

### **a. Variances**

1. Mr. Schweitzer has withdrawn his variance for 11791 Stone Mill Road. When state rules were in effect, Mr. Schweitzer had approval to use his existing system. After the state rules were suspended in June, Hamilton County Public Health regulations required Mr. Schweitzer to replace his system. Upon review, Mr. Ingram determined that Mr. Schweitzer should complete upgrades to his system in order to comply with county rules and Mr. Schweitzer was given the option to withdraw his variance. Mr. Schweitzer agreed to complete the items outlined in item #2 in the variance note, excluding the dosing tank. Mr. Ingram discussed the situation with Mr. Griffith, Director of Water Quality. Mr. Griffith stated that he gave Mr. Schweitzer verbal approval. Mr. Schweitzer was approved with the following conditions: use the existing system, install a fail-safe motor, ultra-violet light and control panel.

## **8. Executive Session**

At 7:55 p.m., **Mr. Rippe** led the motion to go into executive session to discuss litigation matters. **Mr. Brett** seconded the motion.

**Role Call Vote – Yes: Amend, Puthoff, Brett, Chatham, Rippe**

The Board returned from executive session at 8:17 p.m.

At 8:19 p.m., **Mr. Chatham** moved to adjourn the meeting. **Dr. Amend** seconded the motion.

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

**Next Board of Health meeting is February 11, 2008.**

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Mark Rippe, President

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Timothy I. Ingram, Secretary  
Health Commissioner