

**Hamilton County General Health District**  
**REGULAR MEETING – BOARD OF HEALTH**  
**Minutes – June 18, 2007**

**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; Vice President, Thomas Chatham;  
Kenneth Amend, M.D.; Tracey Puthoff, Esq.

District Staff: Timothy Ingram, Health Commissioner;  
Kathy Lordo, Assistant Health Commissioner; Chris Eddy;  
Tucker Stone; Lisa Humble; Chuck DeJonckheere;  
Greg Cassiere; H. Stephen Bjornson, M.D.

Guests: Greg Beamer, CSI; Peter Lucas; Steve Osgood;  
Max & Colleen Greissing

**3. Approval of Minutes**

**Dr. Amend** motioned to approve the minutes of the meeting on May 14, 2007.

**Ms. Puthoff** seconded the motion.

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

**Abstain: Chatham**

**4. Health Commissioner's Report**

Mr. Ingram reported on the following topics:

- The Ohio State Budget Bill has passed through the Senate and is on its way to the Conference Committee. Mr. Ingram reviewed a synopsis of an amendment placed in the Budget Bill by the Senate Finance Committee that modified the House's version regarding the complete repeal of the Household Sewage Rules.
- The securitization of the tobacco master settlement dollars went through the Senate with minor revisions.
- The Budget Bill has taken a portion of The Child and Family Health Services Grant (administered by Hamilton County Family and Children First Council) to go to other projects. This will result in approximately a 20% cut to the child and family services provided to Hamilton County. Therefore, Mr. Ingram is working with others to try to restore that funding.
- The Health District is working with Cincinnati Children's Hospital and the Cincinnati Health Department on the Infant Mortality issues in Hamilton County.

**a. Presentations**

**i. Plumbing division – "Plumbing Contractors' License" by Lisa Humble**

Ms. Humble stated that effective in March 2007, state legislation requires any contractor doing commercial plumbing work to have a state contractors' license to obtain a permit. She is requesting that contractors are required to have a state contractors' license to do residential work on permits in Hamilton County, which would be an addition to the Plumbing division's current performance bond and registration. Ms. Humble said that the contractors could obtain a state contractors' license if they pass the State's requirements. She recommended an exception of having a separate specialty contractors' license for utility contractors that install outside sewer and water mains because they do not enter a building.

If the Board wants to proceed with this, Mr. Ingram said the Plumbing division will have to modify its local regulations to require a short amendment and he would begin to put the new Plumbing resolutions together for the Board's action at the July or August Board of Health meeting. The Board members agreed to take the next step.

**ii. Environmental Health division – “Digital Food Service Inspections” by Chris Eddy and Tucker Stone**

Mr. Eddy said the Food Safety Advocate Training Program is offered to Hamilton County's licensed facilities to maintain a safe and healthy environment for food workers and the public. The main purpose of the digital inspection program is to show the Health District's work in the community of preventing food-borne illness among customers who visit our licensed food facilities. Mr. Eddy stated that the implementation of the Digital Food Service Inspections has simplified the process of food service inspections with the availability of electronic information: immediate access to food codes, standardization of violation descriptions, streamlined inspections, ability to query data, etc. The digital food service online inspection reports were available to the public on June 1st, 2007 and they've received many favorable customer comments. Mr. Eddy and Mr. Stone reviewed with the Board an online food service inspection report and described the process in detail. Mr. Eddy said that in a future Board report he will include the number of facilities in Hamilton County that have zero violations over a certain period of time.

Mr. Rippe congratulated the Environmental Health staff on doing a great job in implementing the digital food service inspection reports for the public.

**iii. Logo re-designs – Kathy Lordo**

Ms. Lordo stated that the Health District is using part of the funds from the Public Health Infrastructure grant to re-design our web site. One reason for this change is that during an emergency situation the Health District needs more capacity to provide information to the general public. Through the re-design process, we decided to brand our agency and met with representatives from Strata-G to proceed with this and introduce the brand on our web site. Mr. Ingram chose three renderings from Strata-G and presented them to staff to review and to vote for their favorite one to represent the Health District. Ms. Lordo presented to the Board the logo chosen by staff as the Health District's new logo. She said that Mr. Ingram is considering changing the name of the Hamilton County General Health District to “Hamilton County Public Health” in order to emphasize to the public that we represent public health. Ms. Lordo said that the next step is to look at the logo with different color renderings to decide on the best look. She shared this information with the Board to show them the Health District is moving forward with preparedness plans and the branding process.

**5. Finances**

Mr. Ingram distributed a revised copy of the Revenue and Expenditure Report (color copy) that lists information on prior year-to-date actuals for all the special funds, which begins on page two under “General Operations Funds”, and added the five-year ratio of expenditures on the third page. Mr. Rippe noted the addition at the end of the last page of the Revenue and Expenditure Report of the prior year-to-date's information for current year encumbrances, total expenditures and encumbrances and ending fund balances, which were not included in the past.

Ms. Puthoff said that on top of page three, in the 2<sup>nd</sup> Y-T-D column, the “41.7%” should be replaced with “Ratio”. **Ms. Puthoff** moved to approve the revenue and expenditures and mileage and disbursements and **Dr. Amend** seconded the motion.

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

## **6. Unfinished Business**

### **a. CSI solid waste transfer license**

Mr. Rippe stated that at last month’s meeting, CSI representative Greg Beamer, gave a presentation about the solid waste transfer license in Evendale. Upon the Health Commissioner’s recommendation, a review of the facts, and the informational presentations made by Health District staff and by CSI personnel at the May Board of Health meeting, **Mr. Rippe** moved that the 2007 solid waste transfer station license be issued to CSI for the new facility located at 10751 Evendale Drive in Evendale, Ohio, contingent upon staff approval of the pre-operational facility inspection. **Mr. Chatham** seconded the motion.

Mr. Ingram added that the license will be in effect from the date of the execution of the Board’s motion, subject to the above-mentioned condition, and would renew on January 1, 2008. He said the staff would work with CSI and possibly attach some terms and conditions to their license if there are any issues.

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

## **7. New Business**

### **a. Variances**

1. Repair – 11206 Foremark Drive, Sycamore Township – Max and Colleen Greissing are requesting to continue to use their septic system rather than connect to the sanitary sewer. Mr. Ingram said that before the staff presents, he would like to ask for the Board’s permission to defer to legal council, as Ms. Chin has been speaking with the applicants regarding this variance at tonight’s meeting. Due to being on medical leave, Ms. Chin stated that she just received this file today and reviewed it this afternoon. She said that after speaking to the Greissingers about their variance request, she recommends that the Board and the Greissingers continue this matter at the next July Board of Health meeting where they can take sworn testimony. This way, the Board and the Greissingers will have a record that will be preserved for any appeals if that should occur. Ms. Chin said that it is the Board’s final decision on how to proceed. **Ms. Puthoff** moved to table the Greissing’s variance to the July Board of Health meeting on July 16<sup>th</sup>, 2007. **Dr. Amend** seconded the motion.

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

2. Addition – 801 Princeton Drive, Village of Terrace Park – Steve and Missy Osgood are requesting to install a concrete driveway over an existing gravel driveway. The current gravel driveway runs over a top portion of the existing drywell. Mr. Cassiere stated that the installation of the concrete driveway over a portion of the drywell will cause some extra stress to be placed on the dry well, which in turn, could affect the structural integrity of the system. There is adequate room for a replacement system on the property. The staff recommends denial of the application since the driveway will not meet the setback requirements in the Ohio Administrative Code.

Mr. Osgood noted the Board's concerns, but said that unfortunately there is no alternative parking space available to them other than the existing driveway.

**Dr. Amend** moved to grant the variance with the condition that Mr. Osgood place risers (reinforced concrete slab) on the septic tank and the dry well at the minimum height required, to alleviate the ground water infiltration from the driveway.

**Mr. Chatham** seconded the motion.

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

**Mr. Rippe** recused himself.

Mr. Chatham thanked Mr. Cassiere for doing a good job presenting tonight's variances.

Mr. Ingram thanked Ms. Chin for attending tonight's meeting while she was on medical leave to deal with the Greissinger variance.

#### **8. Executive Session**

**Ms. Puthoff** moved to go into Executive Session at 8:03 p.m. to discuss personnel issues, and **Mr. Chatham** seconded the motion.

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

At 8:40 p.m., the Board returned from executive session and announced no vote or action had been taken.

#### **9. Adjournment**

With no other business to come before the Board, **Dr. Amend** moved to adjourn the meeting at 8:45 p.m. **Mr. Chatham** seconded the motion.

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

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Mark A. Rippe, President

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Timothy I. Ingram, Secretary  
Health Commissioner