

Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
March 19, 2007
Minutes

1. Call to Order

At 6:30 p.m., Vice-President 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: Vice-President, Thomas W. Chatham; Kenneth G. Amend, M.D.; Tracey Puthoff, Esq.; Jim Brett

Others present: Timothy Ingram, Health Commissioner

District Staff: Assistant Health Commissioner Kathy Lordo;
Water Quality Director, Chris Griffith;
Environmental Health Services Director, Chris Eddy

3. Approval of Minutes

Dr. Amend motioned to approve the minutes of February 12, 2007. **Ms. Puthoff** seconded the motion.

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

4. Health Commissioner's Report

Mr. Ingram referred to the following handouts: 1) A Cincinnati Enquirer news article regarding the Health District's digital food service inspection program. Mr. Ingram stated that this digital system is working very well and they've received positive feedback from the facilities. Eventually the reports should be available to the public online. 2) A thank you letter from DAC meeting attendees to Chris Griffith. 3) Two minor revisions to the Personnel Policy regarding Travel and Drug Testing. 4) A legislative initiative regarding proposed smoke-free workplace rules.

At the Board's request, Mr. Ingram stated that Ms. Lordo and her staff have been working on the project of making permits, licenses and applications available on-line. They will start with the swimming pool licensing program, which begins in May, to allow the facility to pull its license in early June. Mr. Ingram said the Health District will work with ODH on this program, as it is done on their behalf. He stated that Plumbing permits will be their next project. Customers still have the option to submit their requests by mail or come into the Health District office.

Mr. Ingram stated that the non-smoking enforcement rules will probably take effect by April 16th. He said that local health departments will be the enforcement agencies and are being proactive with their efforts. A discussion ensued.

Staff Reports:

a. Assistant Health Commissioner Kathy Lordo, Dept. of Community Health Services

Ms. Lordo reported that there was a shigella outbreak with 25 cases as of February 2007. She stated that there were 59 cases region-wide in 2006. As a result, the EPI staff sent information to daycare centers to prevent the spread of shigella. Ms. Lordo stated that proper hand-washing and disinfecting contaminated surfaces are important preventative measures.

Ms. Lordo said that active surveillance is important as shigella outbreaks can happen at any time. The Health District had media interviews regarding the recent shigella cases.

b. Medical Director H. Stephen Bjornson, M.D., Ph.D.

Medical Director H. Stephen Bjornson had nothing to report at this time.

To Ms. Puthoff's question, Mr. Ingram stated that Mr. Eddy hired Luke Jacobs from the Montgomery County Combined Health District to fill the supervisor position in the Environmental Health division.

5. Finances

At the Board's request, Mr. Ingram revised the finance report to include a 5-year ratio column and reviewed the revenue history. Ms. Puthoff requested the same 5-year revision for the expenditure report. A discussion ensued. **Ms. Puthoff** moved to approve the revenue and expenditure report as well as the mileage and disbursement report.

Mr. Brett seconded the motion.

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

Mr. Chatham asked that the Board deviate from the agenda at this point and address the variances.

7. New Business

a. Variances

1. New – 3700 Mt. Carmel Rd., Anderson Township – Tina and Paul Schmidt are requesting to add a room addition to their home which would violate the setback requirements of their existing system. This is a pre-existing lot utilizing an existing cistern which dates back to 1956 when the house was built. Mr. Griffith stated that the staff recommends denial of the variance because it goes against state code. If the board approves, staff recommends the installation of a chlorinator to the existing system. **Dr. Amend** moved to approve the variance with the addition of the private water system alteration permit to install a continuous disinfection device on the existing cistern.

Mr. Brett seconded the motion.

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

2. New – 8505 Harrison Pike, Whitewater Township – David Kissell is requesting to install a sewage treatment system that requires the linear loading rate of the soil to be exceeded. (Request to install a sewage treatment system consisting of a denitrifying pretreatment unit followed by a pressurized leach bed.) **Dr. Amend** moved to approve the variance for one year. **Mr. Brett** seconded the motion.

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

3. New – 218 Oxford Avenue, Village of Terrace Park – Tiara Properties is requesting to install a sewage treatment system that requires the linear loading rate of the soil to be exceeded. (Request to install a sewage treatment system consisting of a denitrifying pretreatment unit followed by a pressurized leach bed.) **Mr. Brett** moved to approve the variance. **Dr. Amend** seconded the motion.

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

Mr. Chatham asked that the meeting revert back to #6, Unfinished Business, Item a. on the agenda.

6. Unfinished business

a. 2008 Budget

Mr. Ingram stated that the 2008 Budget was approved at the last District Advisory Council meeting and he recommended that the board adopt it. **Ms. Puthoff** moved to approve the 2008 Budget. **Dr. Amend** seconded the motion.

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

b. Personnel Policy

Mr. Ingram stated that the following revisions were made to items in the Personnel Policy: 1) All pre-employment offers will require the applicant to take the mandatory drug test within 60 hours instead of 72 hours. 2) An employee who uses travel per diem is entitled to the per diem from the time of their departure to their arrival at home or the office. **Ms. Puthoff** moved to approve the Personnel Policy revisions in Section 6-11 and 8.0. **Dr. Amend** seconded the motion.

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

8. Board of Health – Re-organization

Mr. Chatham stated that he did not have the chance to discuss the Board of Health re-organization with Mr. Rippe yet. **Dr. Amend** moved to appoint Mr. Rippe to serve as the President and Mr. Chatham as the Vice-President of the Hamilton County Board of Health for the term of March 19, 2007 to March 10, 2008. **Mr. Brett** seconded the motion.

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

At 7:40 p.m., **Dr. Amend** moved to adjourn the meeting. **Mr. Brett** seconded the motion.

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

Next Board of Health meeting is April 9, 2007.

Mark Rippe, President

Timothy I. Ingram, Secretary
Health Commissioner