

**Hamilton County General Health District
Board of Health - Regular Meeting
November 10, 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 the Hamilton County General Health District.

2. Roll Call of Members

Members Present: Mark Rippe, President; Tracey Puthoff, Esq., Vice President; Tom Chatham and Kenneth Amend, M.D.

Members Absent: Jim Brett

District Staff: Timothy Ingram, Health Commissioner
Kathy Lordo, Assistant Health Commissioner
Steven Bjornson, M.D., Medical Director
Ms. Nee Fong Chin, Chief Assistant Prosecuting Attorney
Christopher Griffith, Water Quality Director
Greg Kesterman, Environmental Health Director
Clara Hughes, Finance Officer
Terri Memory, Administrative Secretary

3. Approval of Minutes

Ms. Puthoff moved to approve the October 13, 2008 minutes. **Dr. Amend** seconded the motion.

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

4. Health Commissioner's Report

- a. **Environmental Health Director** - Mr. Ingram introduced to the Board of Health, Greg Kesterman, the new Director of the Environmental Health Division. Mr. Kesterman gave a short overview of the Environmental Health Division since his promotion to division Director three weeks ago.
- b. **Accreditation Grant** - Hamilton County Public Health was awarded the OVAT (Ohio Voluntary Accreditation Team) Accreditation Grant. Twelve organizations applied and four were awarded the grant. This program will begin soon and will be an eight month process.
- c. **Disaster Preparedness** - Last Friday, October 31, the communities of Deer Park, Amberley Village, Silverton and Sycamore Township participated in a POD exercise at Deer Park High School. Students and volunteers simulated the distribution of antibiotics. The exercise was successful and we, along with community leaders (fire chiefs, police chiefs, school superintendents) now know where improvement is needed.

On Saturday, November 22, 2008 we will simulate a distribution of antibiotics to thirty-five POD sites in twenty-six communities. Several Hamilton County Public Health employees have volunteered to participate in the exercise.

Assistant Health Commissioner's Report

- a. **Communications Exercise** - Ms. Lordo stated we are currently partnering with a company that provides the flu vaccine to the public at our clinics. The demand for the flu vaccine has decreased this year.

- b. **TB Clinic** - Dr. Bjornson reported that everything is going well at the TB Clinic.
- c. **POD Exercise** - Ms. Lordo reported that a POD exercise was held on October 31 that included the areas of Sycamore Township, Deer Park, Amberley Village and Silverton. This training provided experience and insight. A second POD exercise will be held on November 22, 2008. Medications will be supplied to twenty-six POD sites during the exercise with the assistance of the Ohio Military Guard and law enforcement from the College of Mt. St. Joe.

5. Finances

- a. **Revenues and Expenditures, Mileage and Disbursements** - Mr. Ingram stated that Hamilton County Public Health will be within budget for 2008 and revenues will exceed expenditures.

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

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

- b. **Tuberculosis Budget** - **Ms. Hughes** stated the TB Clinic operates within budget and is levy funded. Personnel vacancies help keep costs low. A portion of the 2008 surplus budget will be carried over to the 2009 budget. The monies will be used to decrease our funds request for 2009. Mr. Ingram suggested that a future Board meeting be held at the TB clinic so that the Board members could tour the facility. Mr. Rippe stated he would also like to tour the warehouse, located in Sharonville.

6. New Business

- a. **Budget Revision** - Ms. Hughes explained there are two expenditures in the Environmental Health Division which require Board of Health budget revisions in order to meet division needs for 2008. State fees for camps exceeded the budgeted amount by \$216. Secondly, mileage fees for the division have already exceeded the budget for the year. In order to meet the mileage needs for the remainder of 2008, the Board of Health would need to pass a budget increase of \$1,500.

Dr. Amend moved to direct the Hamilton County Auditor to increase 2008 budget appropriations for the Division of Environmental Health as follows:

1. Fund 998-002, OCA 930057 Trailer Parks, Line Item 0929, Misc. Payment Amount \$216.00; and
2. Fund 998-006, OCA 930081, FSO and Vending, Line Item 0777, Regular Employee Mileage in the amount of \$1,500.00. **Ms. Puthoff** seconded the motion.

Roll call vote: Amend, Puthoff, Chatham, Rippe

- b. **Variance** - 5460 Swisher Avenue, Miami Twp.

Mr. Chatham moved to approve the variance contingent upon one of the two following compliance options provided by the Board of Health:

1. Combine both lots into one parcel; or
2. The deeds are restricted, designating that both lots are sold as one unit with a recorded easement for the septic system on the currently vacant lot.

Work must be completed within sixty days. **Ms. Puthoff** seconded the motion.

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

Variance - 9591 Treetop Lane, Colerain Twp.

Dr. Amend moved to disapprove the variance. **Mr. Chatham** seconded the motion.

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

c. **Ms. Puthoff** moved to approve the adoption of the proposed medical and dental insurance program for Hamilton County Public Health. **Dr. Amend** seconded the motion.
Roll call vote – Yes: Amend, Puthoff, Chatham, Rippe.

7. Adjournment

At 8:02 p.m. **Mr. Chatham** moved to adjourn the meeting. **Dr. Amend** seconded the motion.
Roll call vote – Yes: Amend, Puthoff, Chatham, Rippe.

Next Board of Health meeting is December 8, 2008.

Mark Rippe, President

Timothy I. Ingram, Secretary
Health Commissioner