

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
November 13, 2006**

Minutes

1. Call to Order

At 6:30 p.m., Vice President Thomas 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 Supervisor, Greg Cassiere;
Human Resources Specialist, Carolyn Wallis

3. Approval of Minutes

Dr. Amend motioned to approve the minutes of the October 9, 2006 meeting and **Ms. Puthoff** seconded the motion.

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

4. Health Commissioner’s Report

Mr. Ingram introduced Kathy Tucker, Public Health Nurse, who gave a PowerPoint presentation to the Board on the history of childhood immunizations and explained how the Hamilton County General Health District was able to increase the number of children being immunized in the county over a two-year period. Due to this increase in immunizations, the Hamilton County General Health District was presented the AFIX Improvement Award by Dr. Nick Baird, Director of the Ohio Department of Health. The award was presented in October to Mary Sacco, Director of Nursing, and Kathy Tucker, Public Health Nurse. The presentation was followed by a brief question and answer session conducted by Mary Sacco and Kathy Lordo.

Mr. Ingram reported Issue 5 “Smoke-Free Ohio” passed in November’s election and stated it would go into effect on December 7.

Staff Reports:

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

Ms. Lordo addressed concerns raised at last month’s meeting in regard to suicide prevention programs as they pertained to the Program Plan of Work. Staff of Community Health Services researched programs focused on suicide prevention located within Hamilton County and Ms. Lordo reported on each specific program. Ms. Lordo stated other items of interest were included in her report contained in the Board packet and expressed her willingness to answer any questions the Board may have in regard to her report.

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

Medical Director H. Stephen Bjornson was not present for the meeting.

c. Chief Assistant Prosecuting Attorney Nee Fong Chin

Chief Assistant Prosecuting Attorney Nee Fong Chin had nothing to report at this time.

5. Finances

Mr. Brett moved to approve the revenue and expenditure report and the mileage and disbursement report. **Dr. Amend** seconded the motion.

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

6. Unfinished business

There were no items at this time.

7. New business

a. Variances

1. Addition – Stan Clark, 829 Princeton Avenue, Village of Terrace Park is requesting a variance from the setback requirements to add a screened porch. The addition comes to 8' –0" from the septic tank location. After a brief discussion regarding similar variance requests granted earlier this year, **Dr. Amend** moved to approve this variance. **Mr. Brett** seconded the motion.

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

b. Amended Resolution A-2006, Rocknoll Public Health Hazard Declaration

1. This amendment clarifies the orders that a public health nuisance exists. **Dr. Amend** moved to approve the amendment. Ms. Puthoff seconded the motion.

c. Medical Insurance

Mr. Ingram reported on the rising cost of maintaining medical insurance for all employees within the Health District. In the past, the Health District has always been part of the county medical plan; however, Mr. Ingram is exploring other insurance rates/options and will be reporting his findings to the Board. He suggested that the Health District go ahead with the county's proposal at this time as outlined in his report.

Mr. Brett motioned to approve to continue with the county insurance program including a continuation of the opt-out payment for declining medical insurance. **Dr. Amend** seconded the motion.

d. Household Sewage Rules

Mr. Ingram explained the Health District is in the process of evaluating the effects the revised Ohio Department of Health Statewide Sewage Rules will have on Hamilton County and will be presenting a full report at the December meeting. Mr. Griffith, Director of Water Quality, is currently analyzing costs for water quality services and will be presenting recommendations to the Board at a future meeting.

e. Hamilton County General Health District Personnel Policy – Section 1.3, Definitions, and Sections 4.1 & 4.2, Sick Leave and Sick Leave Incentive Program.

Mr. Ingram presented the latest revisions to the personnel policy with regard to sick leave and the sick leave incentive program. Major changes to the sick leave policy included the definition for "immediate family" for employees requesting sick leave, the definition of "immediate family" as it pertains to using sick leave for death of an employee's family and tiered accrual rates.

The conversion factor for the sick leave incentive program was adjusted, while the balance to be eligible to participate in the program was reduced. **Dr. Amend** moved to adopt the changes as outlined in the Board packet to be effective December 14, 2006.

Mr. Brett seconded the motion.

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

Mr. Ingram thanked Carolyn Wallis for her work in revising the Personnel Policy, and also thanked Ms. Puthoff for her input as well.

With no other business to come before the Board, **Ms. Puthoff** moved to adjourn the meeting at 8:00 p.m. **Mr. Brett** seconded the motion.

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

Thomas W. Chatham, Vice President

Timothy I. Ingram, Secretary
Health Commissioner