

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

**1. Call to Order**

At 6:35 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: President Mark Rippe; Vice President, Thomas W. Chatham;  
Tracey Puthoff, Esq.; Kenneth Amend, M.D.; Jim Brett.

District Staff: Timothy Ingram, Health Commissioner; Kathy Lordo, Assistant Health  
Commissioner; Chris Eddy, Director of Environmental Health;  
Chief Assistant Prosecuting Attorney Nee Fong Chin

Guests: None

**3. Approval of Minutes**

**Dr. Amend** moved to approve the October 8, 2007, minutes. **Ms. Puthoff** seconded the motion.

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

**4. Health Commissioner's Report**

Mr. Ingram highlighted agenda items and his written report items:

- a) Mr. Ingram introduced newly promoted Administrative Secretary, Terri Memory
- b) The Board reviewed a citizen's letter complimenting outstanding service by employees, Joe Leever and Rob Gallenstein for their work ethic and professionalism, in providing support to a household sewage treatment system installer. Mr. Rippe asked Mr. Ingram to express to staff members the Board's appreciation for their outstanding work and dedication.
- c) Letter from Patrick Thompson, County Administrator regarding Tuberculosis program to be discussed later in the meeting.

Chris Eddy, Director of Environmental Health

- a) Mr. Eddy provided an update on staff's enforcement of the Ohio Smoke-Free law. He answered questions regarding the report Mr. Ingram submitted in the Board packet. To date, ninety-five evening inspections have been performed, demonstrating our effort to enforce the Ohio Smoke-Free law. Ms. Puthoff asked, "Is staff agreeable to after hours inspections as late as 10 PM?" Mr. Eddy stated that staff understands the necessity of inspecting establishments after hours. Mr. Chatham is concerned confrontations may take place. Mr. Eddy responded that inspectors are going out in pairs, meeting only with proprietors not customers. Mr. Rippe asked if landlords are responsible if property is being rented or just proprietors. Mr. Ingram replied that proprietors and landlords are responsible.
- b) Mr. Rippe asked if there is an update on the digital online food service inspection program. Mr. Eddy stated that overall the digital food service program is working well.

Some inspector complaints regarding processing speed have been received. Computer hardware is being upgraded.

Assistant Health Commissioner Kathy Lordo

- a) A Point of Dispensing exercise was held Wednesday, November 16 in Glendale. Representatives from Reading, Indian Hill, Madeira and North College Hill were present at the debriefing. Each of them want to set up an exercise in their area. Some improvements mentioned at the debriefing for Glendale: location of signage, parking, handicap accessibility and help setting up POD. A full report will be issued for review. Chief Toth, a representative of Police Chiefs Association was present. Police presence would be warranted should a vaccine be restricted in the future. Chief Kaiser, President of Fire Chiefs was also present. Both representatives will take information back to their organizations and are very supportive. They believe it is the right model which will have the most impact on protecting citizens from illness, possibly death.
- b) To Mr. Rippe's question inquiring about the incidence of communicable disease in Hamilton County, compared with other southwest counties, Mr. Ingram replied that rates are used, not incidence, to make a valid comparison. Mr. Ingram said overall rates are shown in the communicable disease report. Ms. Lordo replied she will ask the staff epidemiologist to calculate rates for each county.
- c) In light of what has been heard from the media, MRSA has not reached epidemic levels at this time. Information was sent to all school districts, jails and county departments regarding the facts on the disease.

**5. Employment Anniversary Award**

Mr. Ingram presented two proposals to the Board for discussion. The Health Commissioner is recommending Proposal B. Mr. Chatham agreed, stressing if the amount is too small the reaction could be negative but was not opposed to either proposal. After further discussion **Ms. Puthoff** moved to amend Hamilton County Board of Health Personnel Manual by adding Section 3.9: Employment Anniversary Awards Proposal B. **Mr. Brett** seconded the motion. Proposal B as submitted, is effective November 20, 2007.

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

**6. Finances – revenue and expenditures; mileage and disbursements**

Mr. Ingram reviewed the financial report. Hamilton County Public Health is financially sound. **Mr. Chatham** moved to approve the revenue and expenditure report, payment of mileage and disbursements. **Mr. Amend** seconded.

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

**7. Variances**

None

**8. New Business**

In reference to the letter from County Administrator Patrick Thompson, Mr. Ingram announced funding from Health and Hospitalization tax levy would be available to finance Tuberculosis (Tb) Control and County Administration would support keeping Tb Control

funding in the levy when it comes time for Health and Hospitalization to again be placed on the ballot. Based on the commitment to maintain funding, the Hamilton County Board of Health directed their discussions on the feasibility of transitioning the program administration of County Tb Control to Hamilton County Public Health as requested by the Hamilton County Administrator. **Ms. Puthoff** moved to authorize Mr. Ingram to put together a feasibility report on transitioning the Tb Control program from Hamilton County Job and Family Services to Hamilton County Public Health and to report his recommendations at the February 2008 Board of Health meeting. **Mr. Brett** seconded the motion.

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

**9. Adjournment:**

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

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

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Mark A. Rippe, President

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Timothy I. Ingram, Secretary  
Health Commissioner