

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
Monday - October 9, 2006**

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 Hamilton County General Health District.

2. Roll Call of Members

Members Present: President Mark Rippe; 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;
Human Resources Specialist, Carolyn Wallis

3. Approval of Minutes

Dr. Amend motioned to approve the minutes of the September 11, 2006 meeting and **Ms. Puthoff** seconded the motion.

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

Abstain: Brett

4. Health Commissioner's Report

Mr. Ingram began his report by providing the Board with a few handouts related to topics that he wanted to touch upon this evening. The first handout was the ODH Bureau of Environmental Health Sewage Treatment System Rules Information Sheet. Mr. Ingram pointed out that the Board was supportive of these rules and this handout was a quick synopsis of what the rules contained. Then Mr. Ingram referred to a photograph included in the Board packet which pictured a home full of debris. Mr. Ingram distributed a brief chronological summary of the findings of this home and current proceedings. Mr. Ingram then reported on the setting up and tearing down of the 210 bed Alternative Care Center as part of the Terrorism Exercise at the Reds Stadium. Lastly, Mr. Ingram distributed a comparison of laws: SmokeFreeOhio – Issue 5 versus Pro-Smoking Constitutional Amendment – Issue 4. Mr. Ingram further explained that Issue 5 was endorsed by the Board of Health and explained the difference between the two issues. He encouraged that everyone vote “no” on Issue 4 and “yes” on Issue 5.

Staff Reports:

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

Ms. Lordo reported on grant activity for third quarter which included applying for funding from the Ohio Tobacco Prevention Foundation and the National Association on Aging. Staff received notification of award of the Public Health Infrastructure grant and The Healthy Child Care Ohio grant which are both awarded for a period of one year.

Ms. Lordo stated we have received 800 doses of flu vaccine from a private company, but have not received ODH vaccine which amount to 1200 doses. She explained that the decision has been made to put off holding flu vaccine clinics until the ODH doses are received.

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 as amended. **Mr. Chatham** seconded the motion.

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

6. Unfinished business

a. BOH retreat

The Board of Health Retreat has been set for January 27, 2007 at the Kenwood Country Club from 9:00 a.m. to 3:00 p.m.

b. Program Plan of Work

Mr. Ingram stated that he and the staff would prepare a draft of the new Plan of Work and would present this to the Board prior to the Retreat. **Mr. Chatham** noted that in the past, the Program Plan of Work focused on 1) statutory duties – things that have to be done, 2) existing programs that are bringing value and should be continued, and 3) new areas--, expanding our scope in one direction versus the other. He suggested three new areas for evaluation for the Program Plan of Work: disaster preparedness, adult suicide, and services for the elderly. Ms. Lordo explained that Community Health Services is working with the Council on Aging to do an assessment on current services provided for the elderly and also looking into funding for additional services that could be provided for the elderly such as transportation, etc. **Mr. Brett** felt we needed to study the changing demographics and how it impacts our future. Mr. Ingram then asked the members of the Board to send him any other suggestions for the Program Plan of Work by electronic mail and asked that they do so within the next two weeks.

7. New business

a. Variances

1. Repair – Sherrie Adams, 8940 Wuest Road, Colerain Township. Ms. Adams is requesting to install a new pretreatment unit followed by UV disinfection to be pumped and discharged to a roadside ditch. This is a pre-existing lot with a failing leach line system. Staff has determined there is not a good discharge point on the property.

Homeowners were unable to secure drainage permission from neighboring downstream property owners. Various solutions to rectify the current problem were offered and discussed between Mr. Griffith, Mr. Ingram, Ms. Chin and the Board members. **Mr. Brett** moved to approve the variance contingent upon installation of a culvert pipe from the catch basin to the property line of 8940 and 8926 Wueste Road. **Ms. Puthoff** seconded the motion.

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

b. Office Space

Mr. Ingram asked that this issue be left open and discussed further at the Board Retreat on January 27, 2007.

c. Hamilton County General Health District Personnel Policy – Section 1.0 & Sections 5.0-5.1

Mr. Ingram distributed an addendum to Section 1.3 - Definitions. The addendum defined the terminology of interim, intermittent, and temporary appointments. Sections 5.0 and 5.1 defined vacation, holidays and personal days. Each section was thoroughly discussed and reviewed by the Board. **Mr. Chatham** moved to adopt the changes as outlined in the Board packet effective the first pay period in January, 2007. **Mr. Rippe** seconded the motion.

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

Mr. Ingram again recognized 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: Puthoff, Amend, Brett, Chatham, Rippe

Mark A. Rippe, President

Timothy I. Ingram, Secretary
Health Commissioner