

DRAFT
Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
March 13, 2017
Minutes

1. Call to Order

At 6:30 p.m., President Tracey Puthoff, called to order the regular session of the Board of Health of Hamilton County General Health District, followed by the Pledge of Allegiance.

2. Roll Call of Members

Members Present: Tracey Puthoff, Esq., President
Dr. Kenneth Amend
Jim Brett
Thomas Chatham
Mark Rippe, Vice President

District Staff Present: Timothy Ingram, Health Commissioner
Greg Kesterman, Assistant Health Commissioner
Craig Davidson, Assistant Health Commissioner
Nee Fong Chin, Chief Assistant Prosecuting Attorney
Dr. Steven Bjornson, Medical Director

Guests: Linda Howard, Patricia Mitchell and Kris Tracy with Loveland City Schools

3. Clean Kitchen Awards

Greg Kesterman read the list of 19 Clean Kitchen Award recipients and congratulated them for their efforts to maintain a high level of sanitation and staff education. Certificates were presented to Linda Howard, Patricia Mitchell, and Kris Tracy with Loveland City Schools who are seventh time winners.

4. Approval of Minutes

Dr. Amend moved to approve the minutes from the February 13, 2017 Board of Health meeting.

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye; Mr. Chatham abstained

5. Health Commissioner's Report

Tim Ingram thanked Greg Kesterman and Craig Davidson for doing a wonderful job moving HCPH forward during his absence.

Commissioner Ingram reported that he has received the Accreditation Site Team's report detailing our areas of strengths and opportunities in meeting the 100 measures within the 12 domains. He was pleased to report HCPH had 72 measures that were rated fully demonstrated, 27 measures that were rated largely demonstrated, and one measure in Domain 7 that was rated slightly demonstrated. This is a great review and he cannot imagine the PHAB Board not voting to accredit HCPH.

Excerpts from Public Health Accreditation Board (PHAB) report included:

- *As evidenced in the community partner meeting, Hamilton County Public Health appears to be the axle around which all community health programs revolve. Hamilton County Public Health's guidance and leadership has fostered the development of collaborative programs such as WeTHRIVE! that are truly making a difference in the health of the community.*
- *Another area of greatest strength of HCPH is commitment to highly competent staff.*
- *HCPH makes impressive use of technology to improve its ability to serve the public.*

Furthermore, the site visit team identified the following as the greatest opportunities for improvement for HCPH:

- *HCPH may want to consider improving the external branding of the department, particularly signage to help the public find the facility that represents HCPH's brand, possibly making use of their logo.*
- *While it appears that HCPH has the resources to serve the hearing and visually impaired, as well as those individuals that speak other languages, the availability of those resources to the visitors that need them is not evident.*
- *An area for improvement would be to evaluate the processes and policies for monitoring and testing of the 24/7 HCPH points of contact for incoming calls.*

Commissioner Ingram stated that we now wait to hear if the PHAB votes in favor of accrediting HCPH. He hopes to know their answer by the end of March. He expressed his appreciation to the staff and all of the work they do each day by providing high quality and excellent customer service.

The District Advisory Council Meeting was held today from 12 noon to 1 p.m. at the offices of HCPH. Jim Brett was re-appointed to the Board for a new five-year term. Dr. Amend presented the 2016 Annual report. The 2016 HCPH Annual Report is attached to the Board packet for your review

Commissioner Ingram requested approval of the Program Implementation Plan (PIP) to be voted on later in the meeting. The Program Implementation Plan outlines the staff actions, outputs, and outcomes to be accomplished by HCPH divisions during 2017. It assigns ownership and completion dates. Metrics have been developed by reviewing 2016 previous accomplishments, grant deliverables, and the strategic plan priorities. Once the Program Implementation Plan is approved, the staff will then finish the new reporting tool (dashboard).

Commissioner Ingram also recommended the Board pass Resolution C-2017, as it will help citizens of Hamilton County with the costs of addressing failing household sewage treatment systems (HSTS)

The new HCPH web site is now fully active and working well. Please take time to visit www.hcph.org.

There will be a vote later in the meeting to elect new officers, a President and Vice-President of the Board. Also, the 2017 meeting schedule will need to be set.

There is an opportunity to bring a physician in as Assistant Medical Director, Dr. Steve Feagins, from Mercy Health to work alongside Dr. Steven Bjornson in order to prepare for transition to Medical Director. The contract is pending review by legal counsel at the Prosecutor's Office. Commissioner Ingram noted he will recuse himself from any actions regarding the pending contract due to a potential conflict of interest.

InterAct for Health reached out HCPH regarding the Harm Reduction Program to see if we would bring the program in-house. It was stated that Cincinnati Department of Health would be responsible for city-based sites, and HCPH would be responsible for local municipalities sites that authorize the sites to be placed in their area. Hepatitis levels have not decreased; this is an opportunity for targeted public education, testing, and intervention/referrals. Board inquired who would pay for the program. Annual costs could be about \$325,000. InterAct would continue to provide \$100,000 annual funding. HCPH is seeking approximately \$150,000 funding from the health levy. HCPH would bill client health insurance plans when possible. Details are still being determined. Board authorized the Health Commissioner to proceed.

Mr. Rippe inquired about City of Norwood's Health Department given Norwood's financial situation. Commissioner Ingram stated they have not reached out to us.

Staff Reports

(a) Department of Community Health Services

Craig Davidson elaborated on the February report of Monthly Overdose Data Surveillance that is included in the Board packet. A new section comparing emergency department registrations and 911 call dispatches to overdose deaths is included. Inclusion of naloxone tracking data is planned for the March report. Mr. Rippe inquired as to how dispatch data aligns with ED visits. Mr. Davidson indicated not all dispatches result in an ED visit and they come from separate data streams. The Board likes new report format.

Staff has continued work to leverage resources allocated from several sources over the past month to bring additional naloxone into the community. An order for 1,872 doses of 4 mg concentration naloxone has been placed using just over \$70,000 in funds from Hamilton County Board of County Commissioners. These doses have been designated for first responder (law enforcement and fire/emergency medical services) and treatment agencies and will be allocated in the coming weeks.

Additionally, the Ohio Department of Health has allocated nearly \$35,000 through the Project DAWN (Deaths Avoided With Naloxone) Program. This program requires naloxone to be placed with individuals in the community at risk for experiencing and/or witnessing an opiate related overdose; i.e. as opposed to providing to first responders. An initial order has been placed for 80 doses of the 4 mg concentration. We will continue to draw upon this resource as we finalize plans and commitments from partners to place these doses within areas of our community that most need it based on our surveillance data.

Mr. Davidson also reported that HCPH has submitted three proposals to the Tax Levy Review Committee (TLRC) for consideration during the upcoming 2018-2020 cycle of the Indigent Care Levy. Level funding for the existing tuberculosis (TB) control program of

\$888,000 per year was requested. Additionally, \$150,000 per year was requested to provide partial funding for a bloodborne infectious disease prevention and treatment access (BIDPTA) program along with \$72,000 to fund a coordinator to lead the work of an oral health coalition. The oral health proposal was submitted jointly with Commissioner Todd Portune. Details can be found in the Board packet.

Governor Kasich's 2018-2019 budget proposal includes provisions to modify the Ohio Department of Health's Bureau for Medically Handicapped Children (BCMHC) program. This program pays for health care services for children with special health care needs who are uninsured, underinsured, or whose insurance does not cover the services they need. The proposed changes are included in the Board packet.

The monthly Communicable Diseases Epi report was provided in the Board packets. No major communicable disease problems reported.

(b) Department of Environmental Health Services

Greg Kesterman reported that The Environmental Health Division has formally finalized the digitalization of its last major inspection program. School inspections at 169 schools are now completed using the HealthSpace inspection software. Currently all food service, retail food, public swimming pools, campgrounds and hotel inspections are completed using the software. Once several inspections are populated in the new system, the results will be displayed online for public viewing.

The next focus for digitalizing field inspections will be in the Water Quality Division. Staff is currently developing forms that can be used on tablets for completing sewage treatment system inspections. The goal will be to allow staff to view system information and enter a complete inspection while at a property using their tablet. The tablet will allow staff to capture photos, data, and geolocation information. This project should be complete by year's end.

Regarding the Water Pollution Control Fund – Resolution C-2017: In years past, the Division of Water Quality teamed up with Hamilton County Community Development (HCCD) to access funding for failing sewage treatment systems (STS). This money has been made available through the Ohio Environmental Protection Agency's (OEPA) Department of Environmental and Financial Assistance (DEFA). Our efforts have resulted in about \$1.2 million being made available for low to moderate income families to help. We again look forward to helping the residents we serve by making this funding available directly through HCPH. Greg Kesterman encouraged the Board to act by passing Resolution C – 2017 later in the meeting.

There were eight Housing Program condemnations: 656 Fresno Road in Forest Park, YMCA and PeeWee Roads in Anderson Twp., 5800 Dunlap Road in Colerain Twp., 5555 Biscayne in Green Twp., 4916 Assisi Lane in Delhi Twp., 5093 Rybolt Road in Green Twp., 1015 Third St. in Reading, and 3760 Chickadee Ct. in Fairfax.

Mr. Rippe inquired where complaints come from. Mr. Kesterman reported that complaints come from a large variety of sources. The Staff receives many complaints from municipal fire/police departments with EMS runs or local demolition efforts. In addition, the public will file complaints when concerned with a neighbor's health or general living conditions.

There were two Food Safety Enforcements: Chinese Imperial Inn, 11042 Reading Road, Sharonville and also E-Star Market, 11974 Lebanon Road, Sharonville. Both facilities attended a status meeting with Chief Assistant Prosecuting Attorney, Nee Fong Chin, February 15, 2017. Both facilities agreed to fix the violations, assume a 180 day probationary period, and take level 2 food safety training for all managers.

Program Implementation Plan (PIP): Mr. Kesterman reviewed the PowerPoint overviewing Accreditation requirements and alignment with existing internal goals/objectives. Full PIP details are in Board packets. Mr. Chatham inquired about the large scale of sections tracking and operational indicators/outputs and the staff time to administer. Staff is monitoring most indicators anyway for regular audit purposes. Mr. Rippe inquired how many initiatives are new. Mr. Kesterman indicated most are existing or have been tweaked to align with current initiatives. Mr. Rippe asked for new action items to be flagged in the report going forward. The Board thanked the staff for their good work on this plan.

6. Unfinished Business:

None.

7. Finances

The financial reports are included in the Board packet.

Dr. Amend moved to approve the monthly disbursements.

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye

8. New Business

a) Resolution C-2017 – to Authorize Water Pollution Control Loan Assistance

A Resolution Authorizing the Health Commissioner to Apply, Accept, and Enter into a Water Pollution Control Loan Fund (WPCLF) Assistance Agreement on Behalf of the Hamilton County General Health District for the Repair and/or Replacement of Household Sewage Treatment Systems.

Mr. Brett moved to adopt the resolution.

Mr. Chatham seconded the motion.

Roll Call Vote – All Aye

b) Program Implementation Plan (PIP)

This Program Implementation Plan outlines the actions, outputs and outcomes that will be accomplished by HCPH divisions during 2017. It assigns responsibilities and dates for the work to be completed. The entire plan is included in the Board packet.

Dr. Amend moved to adopt the plan.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

c) Board of Health Re-organization – Offices of President and Vice-President.

Mr. Chatham moved to appoint Dr. Amend to the office of President.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

Mr. Chatham moved to appoint Mr. Rippe to the office of Vice-President.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

d) Board of Health Meeting Schedule

The June 2017 Board of Health Meeting date was discussed. After discussion, the Board decided to maintain the current schedule.

Mr. Rippe moved to maintain the second Monday meeting schedule at 6:30 p.m. at HCPH office.

Mr. Chatham seconded the motion.

Roll Call Vote – All Aye

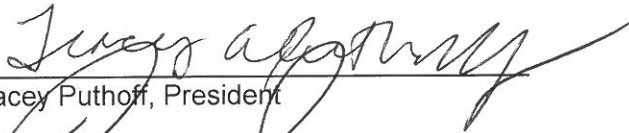
9. Adjournment

Mr. Rippe moved to adjourn the meeting at 7:55 p.m.

Ms. Puthoff seconded the motion.

Roll Call Vote – All Aye

Next Board of Health meeting: April 10, 2017.



Tracey Puthoff, President



Tim Ingram, Secretary
Health Commissioner