

**Franklin County District Board of Health
Minutes of the Board of Health
January 13, 2015**

Meeting Location: Memorial Hall, South Conference Room

Call to Order: Jack Bope, President, called the meeting to order at 9:30 a.m.

Board Members Present:

Jack Bope, Jr.
Jerry Lupfer
Annemarie Sommer, MD

Board Members Absent:

Dana McDaniel
Joseph P. Weaver

Susan A. Tilgner, Health Commissioner/Secretary

Staff Present:

Peggy Bartow, Human Resources Manager
Terry Bugg, Supervisor, Immunization Program
Jimmie Davis, Community Health & Wellness Supervisor
Ken Farmwald, Supervisor, Plumbing Program
Jeff Gibbs, Division Manager, Environmental Health
Todd Hansen, Executive Assistant, Administration
Radhika Iyer, Supervisor, Infectious Disease
Mitzi Kline, Communication and Community Health Director
Niki Lemin, Director of Environmental Health/Assistant Health Commissioner
Mike Lopinsky, Registered Sanitarian, Community Environmental Health
Melissa McArthur, Supervisor, Nuisance Program
Nathan Ralph, Program Manager, IDDE
Ben Robison, Supervisor, Emergency Preparedness
Dr. Miller Sullivan, Medical Director
Deidra Wolf, Executive Assistant, Administration
John Wolf, Finance & Business Operations Director
Debbie Wright, Director of Prevention & Wellness/Assistant Health Commissioner

Legal Counsel

Joseph R. Durham, Eastman & Smith Ltd.

Guests:

None

Meeting Minutes:

The minutes of the December 9, 2014 meeting, were approved, as amended, upon a motion by Mr. Lupfer with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Old Business:

Resolution 14-124 to approve the issuance of a Class II composting facility operation license to Kurtz Bros., Central Ohio LLC (DBA Groveport Composting Facility) was removed from the agenda.

Resolution 14-128 to amend the FCPH Personnel Handbook was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

New Business: None

Administration/Public Hearings:

None

Monthly Financial Report:

John Wolf provided the Board with copies of the Budget to Actual Report and the Change in Cash Position reports. Mr. Wolf reported that with 100% of the 2014 year complete Administration spent 92% of budgeted expenditures, Nursing spent 90% of budgeted expenditures and Environmental Health spent 85% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 39%, Rabies 63%, Regional Public Health Infrastructure 91%, Construction and Demolition Debris fund 93% and Ground Water monitoring 75%. Overall 87% of the 2014 Operating Budget has been spent, yielding a positive variance of 13%.

Mr. Wolf informed the Board that the Finance Committee will meet on February 10, 2015, at which time he will review the 2016 Operating Budget.

Resolutions:

Resolution 15-001 to approve monthly operating expenses was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 15-002 to amend the 2015 Schedule of Fees (Prevention and Wellness) was approved upon a motion by Mr. Lupfer with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 15-003 to authorize the Health Commissioner to enter into a contract with Julian & Grube, Inc. for financial report preparation services (not to exceed \$1,500.00) was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None - motion carried.

Resolution 15-004 to amend a contract with Silkroad, Inc. for the Greenlight Learning Management System Software to track implementation of the FCPH Workforce Development Plan (additional \$1,152.00 annually) was approved upon a motion by Mr. Lupfer with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 15-005 to authorize the Health Commissioner to renew a contract with Central Ohio Poison Center to provide on-call services in 2015 (not to exceed \$9,000.00) was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 15-006 to adopt staff recommendations, issue orders for nuisance abatements and refer persons and/or properties to/or advise the Franklin County Prosecuting Attorney or appropriate municipal law director(s) regarding prosecution, injunctive or other appropriate relief was approved upon a motion by Mr. Lupfer with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 15-007 to amend a contract with the Center for Public Health Practice, College of Public Health at The Ohio State University for assistance in creating a Franklin County Public Health Community Health Improvement Plan and conducting quality improvement trainings (\$8,000.00) was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 15-008 to increase employee contributions for 2015 health (and ancillary) benefits was approved upon a motion by Dr. Sommer with a second by Mr. Lupfer. Ayes: All Nays: None – motion carried.

Resolution 15-009 to approve purchases was approved upon a motion by Mr. Lupfer with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Personnel Actions:

Mr. Lupfer made a motion, seconded by Dr. Sommer, to approve the following personnel actions: Resignation – Karen Peart, Administrative Assistant, Environmental Health, Post a Vacancy - Environmental Health, RS Supervisor, Community Environmental Health Program, RS Nuisance Program, Administrative Assistant, Plumbing Program, RS Water Quality, Operations & Management Program; Epidemiologist, Health Educator, RN Immunization/School Nurse, RN, IDRS Program, Prevention & Wellness, Administrative Assistant, Health Communication Specialist, Cross Sector Programs. Ayes: All Nays: None – motion carried.

Environmental Health Report:

(Attached)

Public Health Nursing Report:

(Attached)

Administration Report:

(Attached)

Health Commissioner's Report:

(Attached)

Public Health Accreditation Update:

Ms. Tilgner informed the Board that FCPH plans to submit documentation to the Public Health Accreditation Board (PHAB) by May 1, 2015. She will outline the Quality Improvement Plan to the Board at the February meeting.

Medical Director's Report:

Dr. Sullivan informed the Board that the Ebola outbreak has stabilized and there are no new cases being treated in the United States. He also reported that a new vaccine for human papillomavirus (HPV) has been approved which will cover up to 9 strains of HPV compared to the current vaccine which covers 2 to 4 strains. This will increase coverage by 90% of the HPV strain. Dr. Sullivan informed the Board that there is a measles outbreak in people that traveled to Disneyland in California and the majority of them were not immunized.

Dr. Sullivan informed the Board that the Centers for Disease Control and Prevention (CDC) has declared the flu as an epidemic. The majority is the H3N2A strain which

not one of the strains in this year's flu vaccine. This strain causes higher death rates in children and the elderly population. Determination has yet to be made as to whether flu cases are continuing to increase or if they've peaked and are beginning to decrease. A new drug, Rapivab, is now approved to treat the flu.

Legal Counsel's Report:

Mr. Durham informed the Board that he reviewed a case in Erie County where the Board of Health revoked a plumber's registration and it was appealed due to several issues. FCPH's plumbing regulation 703 was quoted in the decision.

Board of Health Continuing Education

Ms. Tilgner gave a presentation to the Board outlining their authority and responsibility for isolation and quarantine. The powerpoint presentation is attached.

Adjourn regular meeting, 10:28 a.m.

Respectfully submitted,

Mr. Jack Bope, President

Susan A. Tilgner, Secretary