

**Franklin County District Board of Health  
Minutes of the Board of Health  
June 9, 2015**

**Meeting Location:** Memorial Hall, South Conference Room

**Call to Order:** Jerry Lupfer, President, called the meeting to order at 9:30 a.m.

**Board Members Present:**

Jack Bope, Jr.  
Heather Lane, DVM  
Jerry Lupfer  
Annemarie Sommer, MD

Susan A. Tilgner, Health Commissioner/Secretary

**Staff Present:**

Peggy Bartow, Human Resources Manager  
Terry Bugg, Supervisor, Immunization Program  
Jimmie Davis, Supervisor, Community Health & Wellness Program  
Radhika Iyer, Supervisor, Infectious Disease Program  
Mitzi Kline, Communication and Community Health Director  
Niki Lemin, Director of Environmental Health/Assistant Health Commissioner  
James May, RS, Community Environmental Health Program  
Melissa McArthur, Supervisor, Nuisance Program  
Nathan Ralph, Supervisor, Community Environmental Health Program  
Deidra Wolf, Executive Assistant, Administration  
John Wolf, Finance & Business Operations Director  
Gary Young, Supervisor, Water Quality Program

**Legal Counsel**

Adria Fields, Assistant Prosecuting Attorney

**Guests:** None

**Meeting Minutes:**

The minutes of the May 12, 2015 meeting, were approved, as amended, upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

**Old Business:**

Barrier Layer Exemption: Ohio Administrative Code 3745-400-07; Scott's Wrecking Company, Inc., 1377 Harmon Avenue, Franklin County, (presented by Niki Lemin) (tabled May 12, 2015) – Ms. Tilgner informed the Board that this request has been withdrawn. No Board action was required.

**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 41% of the 2015 year complete Administration spent 37% of budgeted expenditures, Prevention and Wellness spent 31% of budgeted expenditures and Environmental Health spent 36% of budgeted expenditures. Other budgeted expenditures include Anti-Dumping fund 2%, Rabies 12%, Regional Public Health Infrastructure 16%, Construction and Demolition Debris fund 31% and Ground Water monitoring 26%. Overall 33% of the 2015 Operating Budget has been spent, yielding a positive variance of 8%.

Dr. Sommer made a motion to approve the monthly financial report with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

**Resolutions:**

Resolution 15-062 to approve monthly operating expenses was approved upon a motion by Dr. Sommer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 15-063 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. Bope with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-064 to adopt findings on investigations of Chapter 3794, Ohio Smoke-Free Workplace Law was approved upon a motion by Mr. Bope with a second by Dr. Sommer. Ayes: All Nays: None – motion carried.

Resolution 15-065 to endorse Tobacco21 and other policies and ordinances that raise the legal minimum age for sale of all tobacco and nicotine products to age 21 was approved upon a motion by Dr. Sommer with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

Resolution 15-066 to amend a contract with Direct Effect Solutions was approved upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

Resolution 15-067 to approve purchases was approved upon a motion by Dr. Sommer with a second by Dr. Lane. Ayes: All Nays: None – motion carried.

**Personnel Actions**

Ms. Tilgner presented the following personnel actions for Board approval: New Position: Environmental Health – Shawn Chapman, EH Tech, Water Quality Program, effective June 15, 2015; Internal Transfer: Jeffery Grose, RS, Solid Waste Program, effective June 29, 2015; Post Position: Administration – IT Manager, IT Business Analyst, Emergency Preparedness Planner. Ms. Tilgner recognized Gary Young, Supervisor, Water Quality Program, for 20 years of service. She thanked him for his work and dedication to FCPH and provided him with a token of appreciation. Dr. Sommer made a motion to approve the Personnel Actions with a second by Mr. Bope. Ayes: All Nays: None – motion carried.

**Environmental Health Report:**  
(Attached)

**Public Health Nursing Report:**  
(Attached)

**Administration Report:**  
(Attached)

**Health Commissioner's Report:**

Ms. Tilgner informed the Board that the Health District Licensing Council (HDLC) will meet on June 30<sup>th</sup> and they will appoint a new Board of Health member. She also talked about the state biennium budget stating that she shared the public health priorities from the Association of Ohio Health Commissioners (AOHC) and that she is staying involved with public affairs. Ms. Tilgner highlighted some of the items in the budget such as restoring tobacco related tax increase, restoring a health and

hospital benefit advisory workgroup, loss of immunization funds from the general revenue funds and loss of accreditation funds. The elimination of the HDLC is also being considered with the option of giving local boards of health the decision to keep it if they so choose.

**Public Health Accreditation Update:**

Ms. Tilgner informed the Board that submission of documents to the Public Health Accreditation Board on was successfully submitted on April 30 stating that 9 documents required some additional work out of 333 documents submitted.

**Medical Director's Report:**

No report as Dr. Sullivan was on vacation. Ms. Kline informed the Board that Dr. Sullivan provided strong support and resources during the water advisory that was issued for parts of Franklin County and she thanked him for all of his work.

**Legal Counsel's Report:**

Mrs. Fields updated the Board that new orders had been issued on a pending case.

Adjourn regular meeting, 10:15 a.m.

Respectfully submitted,

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Mr. Jerry Lupfer, President

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Susan A. Tilgner, Secretary