

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTROP11

Franklin County Public Health

Journalized on:

MAY 08 2018

Held

20

Franklin County District Board of Health Minutes of the Board of Health Tuesday, April 10, 2018

Meeting Location: Memorial Hall, Alpha Conference Room

Call to Order: Mr. Lupfer called the meeting to order at 9:30 a.m.

Board Members Present:

Roy Barnewall, DVM, PhD
Jerry Lupfer
Sally Morgan, RN
Tom Rudge, PhD

Board Members Absent:

Arthur James, MD, FACOG

Joe Mazzola, Secretary

Staff Present:

Mike Adair, Healthy Homes Program Manager
Amber Breedlove, Health Communication Specialist
Terry Bugg, Immunization and School Health Program Supervisor
Michelle Day, Health Communication Specialist
Jennifer Frazier, Community Environmental Health Supervisor
Jeff Gibbs, Environmental Health Division Manager
Garrett Guillozet, Food Safety Supervisor
Susan Hamilton, Children with Medical Handicaps Program Nurse
Radhika Iyer, Infectious Disease Supervisor
Mitzi Kline, Director of Communication
Niki Lemin, Assistant Health Commissioner/Director of Environmental Health
Jennie McAdams, Health Promotion and Community Engagement Supervisor
Zach Obert, Community Cessation Initiative Health Planner
Nathan Ralph, Water Quality Supervisor
Jennifer Robinson, Human Resource Manager
Lindsey Rodenhauser, Tobacco Cessation Coordinator
Theresa Seagraves, Director of Health Systems and Planning
Shelley Shellman, Accounting Clerk
Miller Sullivan, MD, Medical Director
John Wolf, Finance & Business Operations Director
Debbie Wright, Assistant Health Commissioner/Director of Prevention & Wellness

Legal Counsel:

Joseph R. Durham, Esq., Eastman & Smith, Ltd.

Guests:

None.

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Pledge of Allegiance

Dr. Barnewall led the Pledge of Allegiance.

Meeting Minutes:

The minutes of the March 13, 2018, meeting was approved upon a motion by Dr. Rudge with the condition that the outcome of Executive Session be added. Dr. Barnewall seconded the motion. Ayes: All Nays: None – motion carried.

Welcome:

Mr. Lupfer officially welcomed Sally Morgan to the Board. Ms. Morgan was appointed by the District Advisory Council on March 23, 2018. Ms. Morgan was sworn in by Joseph Durham, Legal Counsel, prior to the start of the meeting.

Old Business:

None.

Recognitions:

Jennifer Frazier, Supervisor of the Community Environmental Health Program, was recognized by Jeff Gibbs, Environmental Health Division Manager, for 1 year of service. Susan Hamilton, a nurse in the Children with Medical Handicaps Program, was recognized by Debbie Wright, Assistant Health Commissioner/Director of Nursing, for 1 year of service. Theresa Seagraves, Director of Health Systems and Planning, was recognized by Joe Mazzola, Health Commissioner, for 1 year of service. John Wolf, Director of Finance and Business Operations, recognized Shelley Shellman, Accounting Clerk, for 1 year of service.

Hearings:

None.

New Business:

Gold Medal Award Proclamation

Garrett Guillozet, Food Safety Program Supervisor provided with the Board with an overview of the Gold Medal Award program. There were 183 licenses establishments that qualified during the 2017 licensing year out of 2,321 licensed facilities that were eligible. Each will receive a letter, a certificate and an award sticker to post in their facility.

Mr. Mazzola read the proclamation and it was approved upon a motion by Dr. Barnewall and a second by Dr. Rudge. Ayes: All Nays: None – motion carried

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Election of Officers

Dr. Rudge made a motion that Mr. Lupfer serve as President of the Board for the next year. Dr. Barnewall seconded the motion. Ayes: All Nays: None – motion carried. Dr. Barnewall made a motion that Dr. Rudge serve as Vice President of the Board for the next year. Ms. Morgan seconded the motion. Ayes: All Nays: None – motion carried.

Resolution 18-044 to approve monthly financial report and operating expenses was approved upon a motion by Dr. Barnewall with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-045 to authorize the Health Commissioner to issue the Board of Health Orders was approved with the condition that the address information on the resolution in the second paragraph matches that in the first paragraph on the resolution upon a motion by Dr. Rudge with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-046 to authorize the Health Commissioner to enter into a memorandum of understanding with Wal-Mart Distribution Center to establish a regional drop site in the event of a public health emergency was approved upon a motion by Dr. Rudge with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-047 to authorize the Health Commissioner to renew a contract with Mike Tedrick, RS, to provide Level II Food Safety Education courses (Revenue of \$7,000.00) was approved upon a motion by Ms. Morgan with a second by Dr. Rudge. Ayes: All Nays: None – motion carried

Resolution 18-048 to authorize the Health Commissioner to enter into a contract with the Ohio Department of Health Lead Investigation Program to provide Public Health Lead Investigation services (revenue of \$21,000.00) was approved upon a motion by Dr. Barnewall with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

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Resolution 18-049 to authorize the Health Commissioner to enter into a contract with the Ohio Department of Health to raise awareness about the benefits of having a lead safe & healthy home by conducting education and outreach activities (revenue of \$10,000.00) was approved upon a motion by Ms. Morgan with a second by Dr. Rudge. Ayes: All Nays: None – motion carried

Resolution 18-050 to authorize the Health Commissioner to renew a contract with Community Housing Network to provide lead based paint inspections, risk assessments, clearance inspections, work specifications, and asbestos inspection services (revenue of \$10,000.00) was approved upon a motion by Dr. Barnewall with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Resolution 18-051 to authorize the Health Commissioner to opt-in to the CPass program with the Franklin County Board of Commissioners and the Central Ohio Transit Authority (expense not to exceed \$3,645.00) was approved upon a motion by Dr. Rudge with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-052 to authorize the Health Commissioner to enter into a memorandum of understanding to develop an academic health department partnership between Kent State University on behalf of the College of Public Health and Franklin County Public Health was approved upon a motion by Ms. Morgan with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-053 to authorize the Health Commissioner to amend the travel policy to (D-0014) and reimbursement rates pursuant to the U.S. General Services Administration was approved upon a motion by Ms. Morgan with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-054 to authorize the Health Commissioner to sell surplus property Norlake Refrigerator and Norlake Freezer (estimated Revenue \$500.00) was approved upon a motion by Dr. Rudge with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

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Resolution 18-055 to authorize the Health Commissioner to transfer a Nomanco 2005 flatbed trailer to the Franklin County Commissioners Fleet Management Department (Revenue: \$0.00) was approved upon a motion by Dr. Barnewall with a second by Dr. Rudge. Ayes: All Nays: None – motion carried

Resolution 18-056 to authorize the Health Commissioner to enter into a Memorandum of Understanding with Hilliard City School District to serve as a public Point Of Dispensing site was approved upon a motion by Ms. Morgan with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Resolution 18-057 to approve purchases was approved upon a motion by Dr. Rudge with a second by Dr. Barnewall. Ayes: All Nays: None – motion carried

Personnel Actions

Jennifer Robinson, Human Resource Manager, presented the following personnel actions for Board approval:

Job Openings	Registered Sanitarian or Sanitarian in Training, Vector program	Interviews scheduled
	Registered Sanitarian or Sanitarian in Training, Food Safety program	Interviews scheduled
	Administrative Assistant - Environmental Health	Position posted
	Director of Prevention and Wellness	Position posted
	Public Health Nurse, Immunization and School Health programs (Get Vaccinated Ohio Grant)	Position posted

Personnel actions were approved upon a motion by Dr. Rudge with a second by Ms. Morgan. Ayes: All Nays: None – motion carried

Environmental Health Report: (Attached)

Prevention & Wellness Report: (Attached)

Health Systems & Planning Report: (Attached)

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Communication Report: (Attached)

Health Commissioner Report: (Attached)

Medical Director Report:

Dr. Sullivan reported that seasonal flu rates continue to decrease but the season will sadly be one of the highest on record with the number of pediatric deaths. April 21 – 28, 2018 is National Infant Immunization Week and it highlights the importance of immunizations for infants and toddlers. Many organizations, including the CDC, have great information to share. House Bill 559 which will limit vaccination exemption policies in schools is still in the works and hopefully will pass.

Dr. Sullivan shared that the National Foundation of Infectious Diseases met recently and shared information about the rates of healthcare personnel who are immunized. The national recommendation for anyone in any healthcare setting is to get vaccinated against: Hepatitis B, seasonal flu, measles, mumps, rubella, tetanus, diphtheria, pertussis, varicella and some meningococcal. Interestingly the rates range from 45-80% so aren't as good as they should be. Those working to protect those they are trying to help must be vaccinated.

Dr. Sullivan also informed the Board that he is working to plan a session for all Medical Directors during the fall Health Commissioners Conference. The topic will be Tobacco to 21 and the goal will be to provide information on how it is being done differently around the state and share best practices.

Legal Counsel's Report

Mr. Durham stated that he would like to talk with the Board in Executive Session regarding pending litigation.

Continuing Education

New Website Overview – provided by Mitzi Kline, Director of Communication; Michelle Day, Health Communication Specialist; and Amber Breedlove, Health Communication Specialist

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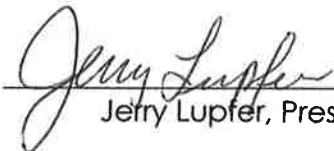
Resolution 18-058 to convene into executive session at 11:12 a.m. in accordance with Ohio Revised Code Section 121.22(G)(1) to consider the compensation of a public employee and Ohio Revised Code Section 121.22 (G)(3) to consider pending litigation was approved upon a motion by Dr. Rudge with a second by Dr. Barnewall Ayes: All Nays: None – motion carried Roll Call: Ms. Morgan - Aye, Dr. Rudge - Aye; Mr. Lupfer - Aye, Dr. Barnewall - Aye.

A motion was made to reconvene the meeting at 11:42 p.m. Roll Call: Ms. Morgan - Aye, Dr. Rudge - Aye; Mr. Lupfer - Aye, Dr. Barnewall - Aye.

As a result of Executive Session, Dr. Rudge made a motion to approve a 3% increase for the Health Commissioner effective April 2, 2018, and that a copy of his annual evaluation be given to Human Resources for his personnel file. The motion was seconded by Dr. Barnewall. Ayes: All Nays: None – motion carried

Adjourn regular meeting, 12:00 p.m.

Respectfully submitted,



Jerry Lupfer, President



Joe Mazzola, Secretary