



Clermont County Public Health

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Clermont County General Health District Board of Health Meeting

The Clermont County Board of Health held its monthly meeting on February 13, 2019. Janet Rickabaugh, President, called the meeting to order at 6:30 PM. Dr. Rickabaugh led the Board members and guests in the Pledge of Allegiance.

Roll Call: Dr. Janet Rickabaugh, present Dr. Joseph Khan, present
 Andrew Crum, present Dennis Brown, present
 Larry Cadwallader, present

Others present included Julianne Nesbit, Health Commissioner; Tim Kelly, Assistant Health Commissioner; Jackie Lindner, Director of Nursing; Maalinii Vijayan, Director of Environmental Health; Kevin Jester, Director of Plumbing; Robert Wildey, Director of Water and Waste; Dr. James Kaya, Medical Director; Katrina Stapleton, Fiscal Officer; Bela Perler, Sanitarian-In-Training; Bethany Bertsch, Administrative Assistant and others as listed on Attachment #1.

VARIANCES:

Isolation Distance- 1414 Young Rd., Pierce Township (1-V-19)- Ms. Nesbit stated Greg Nichols requested to construct a pole barn within four feet of the force main and five feet from the gradient drain at 1414 Young Rd., Pierce Township (1-V-19). Staff recommended approval.

Dr. Khan made a motion to approve the variance request to construct a pole barn within four feet of the force main and five feet from the gradient drain at 1414 Young Rd., Pierce Township (1-V-19). The motion was seconded by Mr. Cadwallader. Dr. Rickabaugh, aye; Mr. Crum, absent; Mr. Cadwallader, aye; Dr. Khan, aye; Mr. Brown, aye; motion carried. (Attachment #2)

Isolation Distance-2348 Bethel Maple Rd., Tate Township (2-V-19)- Ms. Nesbit stated Charles Behymer requested to construct an addition to the house within six feet from the leach lines at 2348 Bethel Maple Rd., Tate Township (2-V-19). Staff recommended approval.

Mr. Brown made a motion to approve the variance request to construct an addition to the house within six feet from the leach lines at 2348 Bethel Maple Rd., Tate Township (2-V-19). The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #3)

Isolation Distance- 3545 Weaver Rd., Jackson Township (3-V-19)- Ms. Nesbit stated Audrey Erickson and Joseph Mullins requested to construct an addition to the house that would be within five feet of the septic system and ten feet of the leach lines at 3545 Weaver Rd., Jackson Township (3-V-19). Staff recommended approval.

Mr. Crum made a motion to approve the variance request to construct an addition to the house that would be within five feet of the septic system and ten feet of the leach lines at 3545 Weaver Rd., Jackson Township (3-V-19). The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #4)

Isolation Distance- 4030 Hilltop Ln., Batavia Township (5-V-19)- Ms. Nesbit stated Michael Benoski requested an isolation distance of four feet from an existing structure at 4030 Hilltop Ln., Batavia Township (5-V-19). Staff recommended approval and indicated he would need an alteration permit for an additional leach line.

Mr. Cadwallader made a motion to approve the variance request for an isolation distance of four feet from an existing structure at 4030 Hilltop Ln., Batavia Township (5-V-19). The motion was seconded by Mr. Crum. The vote was all ayes; motion carried. (Attachment #5)

Isolation Distance- 2762 St. Rt. 222, Monroe Township (6-V-19)- Ms. Nesbit stated DTW Partners requested a variance to allow the septic system components to be within ten feet from the detention basin at 2762 St. Rt. 222, Monroe Township (6-V-19). Staff recommended approval.

Mr. Crum made a motion to approve the variance request to allow the septic system components to be within ten feet from the detention basin at 2762 St. Rt. 222, Monroe Township (6-V-19). The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #6)

Black Water Holding Tank- 3031 Johnston Dr., Ohio Township (4-V-19)- Ms. Nesbit reported that Nancy Bowling requested a variance to install a black water holding tank on their property at 3031 Johnston Dr., Ohio Township (4-V-19). Ms. Nesbit informed the Board that all of the paperwork was in order; staff recommended approval with the contingency that the tank passed inspections and a watertight test.

Mr. Crum made a motion to approve the variance request to install a black water holding tank with the contingency that the tank passed inspections and a watertight test at 3031 Johnston Dr., Ohio Township (4-V-19). The vote was all ayes; motion carried. (Attachment #7)

Black Water Holding Tank Extension Request- Ms. Nesbit reported that the property owners listed below requested approval to renew their black water holding tank variance request until completion of their septic system. Ms. Nesbit stated all paperwork was in order for homeowners #1 through #4 listed below.

1. Martin- 6138 St. Rt. 727, Wayne Township (51-V-18)
2. Bond- 2534 Woodville Pike, Goshen Township (54-V-18)
3. Brown- 6778 Garrison Spurling Rd, Wayne Township (55-V-18)
4. Brashear- 1952 Erion Rd, Batavia Township (56-V-18)

Dr. Khan made a motion to approve the extension request for the black water holding tank variance for homeowners #1 through #4. Mr. Crum seconded the motion. The vote upon roll was all ayes; motion carried.

Hearing to Suspend or Revoke License of Popeye's Chicken- Ms. Nesbit called to order the continuation hearing to suspend or revoke the license of Popeye's Chicken, 4402 Glen Este-Withamsville Rd., Cincinnati, OH 45245, at 6:38 PM and presented the protocol that would be followed for the hearing.

Mr. Perler updated the Board on details from inspections at the restaurant since the January 9, 2019 hearing. He stated two inspections had been completed since the last hearing. The first was completed on February 5, 2019 by Ms. Vijayan and found no issues. The second was completed on February 12, 2019 by Mr. Perler during a rain storm. He stated a small minor leak by the drive thru

window was the only issue found. He also stated an employee of the restaurant spoke to him stating the roof was scheduled to be replaced.

Dr. Rickabaugh asked if on February 12, 2019 it had been raining decently hard. Mr. Perler stated it was raining hard at the time of the inspection and had been raining for a few days prior to the inspection as well. He claimed that the only noticed leak was the minor leak on the ceiling tile in the drive thru.

Ms. Nesbit asked Anthony Torlone if he had any questions for Mr. Perler. Mr. Torlone stated he had no questions for Mr. Perler.

Ms. Nesbit asked the Board if they had any more questions for Mr. Perler.

Mr. Crum asked if the ceiling tile described at the previous hearing as sagging from water damage had been replaced. Mr. Perler confirmed that the tile had been replaced and was not showing signs of damage at the time of his inspection.

Ms. Nesbit asked Mr. Torlone if he would like to offer any testimony.

Mr. Torlone stated his contractor, Rafael Salem, had been out to the restaurant the day of the meeting to repair the minor leak in the drive thru. He stated the leak in the dining room had been repaired and was not currently leaking. He stated Mr. Salem accompanied him to the hearing to better explain the roofing situation. He stated the process for ordering supplies had begun so as soon as the work can start, weather permitting, the roof will be replaced. Mr. Torlone stated to receive supplies and prepare for the rebuild they were looking at the end of March or beginning of April to complete the work. He supplied the Board with a letter from Mr. Salem stating why the replacement could not be completed along with a receipt from a recent repair. He then introduced Mr. Salem to speak on his behalf.

Mr. Salem introduced himself as the General Contractor of AA Plumbing and Restoration. He stated as a general contractor the company performs many services for businesses in the area. He stated when Mr. Torlone first used AA Plumbing for a job they then began working with him as his General Contractor for all of his local locations. Mr. Salem stated Mr. Torlone had requested a roof replacement for the building in question. He stated Mr. Torlone was informed that the roof replacement could be done but would not be warranted by the manufacturer due to weather conditions. He guaranteed Mr. Torlone that AA Restoration would continue to maintain the roof until the weather permitted the replacement of the roof. He stated when an issue was brought to their attention they would make repairs; he estimated making up to twelve repairs so far on the roof. He stated they had done multiple 911 repair patches that were not warranted and was surprised that the one small patch the previous day was the only repair needed. Mr. Salem explained to the Board that he would be more than happy to answer any questions they had about the roofs condition or repairs.

Mr. Crum asked what type of roof replacement would be used to complete the project. Mr. Salem stated it would be a 60 mil rubber roof buildup system. He stated as the General Contractor he has a full time roofer that would complete the job and would use a buildup system to keep the business functioning while the work was being done.

Mr. Crum asked if a foam board buildup will be used. Mr. Salem stated no, it was a plywood base and a buildup that he did not believe was foam. He stated it would be laid and then torched to

adhere the material to the roof. He stated that was why the outside temperature needed to be higher than the recent weather.

Mr. Crum asked what temperature would be required to complete the work. Mr. Salem stated he would like to see the temperature in the mid-forties to complete the work.

Mr. Crum asked what temperature the warranty required to complete the work. Mr. Salem stated the warranty required temperatures above freezing but he felt that to complete the project with the best results temperatures in the mid-forties would be best.

Mr. Crum asked if the conditions meant above freezing during installation. Mr. Salem stated the weather conditions must be above freezing during installation and stay consistent to ensure the materials would adhere properly. He explained that recently the weather had been inconsistent and some form of water had been on the roof for over the past month. He claimed all prospective roofing jobs that had needed replaced had been tarped and AA Restoration would be waiting until spring to complete.

Mr. Crum stated the bid provided previously for the replacement was vague in his opinion and asked for clarification. Mr. Salem stated he completed the bid for Mr. Torlone and explained that any bid created over the cost of \$5,000 AA Restoration would give a price and a minimal invoice. He claimed when the bid was approved he would then give a detailed invoice that included all materials and costs incorporated in the job.

Mr. Crum asked if the warranty specified a time to complete the roof replacement. Mr. Salem stated it would take up to two weeks, weather permitting, to complete the buildup of the roof.

To clarify, Mr. Crum asked if it would take up to two weeks to have the buildup of the roof on the Popeye's Chicken building completed from start to finish in perfect weather conditions. Mr. Salem explained two weeks would be needed to have the materials scheduled and then the process could begin to complete the buildup.

Mr. Crum asked what the timeframe would be just to complete the buildup of the roof, not including the time it would take to order and receive the materials. Mr. Salem stated the work to buildup the roof would take a week and a half to two weeks to complete. He stated that with the plumbing drains it added to the timeframe of the job and their intent was to keep the business operational while the work was being completed.

Mr. Crum asked if the subcontractor was a roofing company. Mr. Salem stated Scott Baker was the subcontracted roofing company and the company had over twenty years of experience in the roofing business.

Mr. Crum asked how many rubber roof replacements Scott Baker had completed. Mr. Salem stated Mr. Baker had completed all the repairs for the Sears contract that they had but only completed one rubber roof replacement on a pony keg building.

Mr. Crum asked if Mr. Baker had references for this type of roof replacement. Mr. Salem stated AA Restoration had references for subcontracted roof replacements of this type but none that were completed by Mr. Baker. He stated that AA Restoration would warranty the work done by Mr. Baker through their company not through Mr. Baker's roofing company.

Ms. Nesbit explained the Board had the option to deliberate in open session or enter deliberative session.

Mr. Torlone added they were committed to completing the replacement of the roof. If the Board chose to extend out the date for completion ninety days the roof would be replaced and all documentation could be submitted.

Dr. Khan stated he was comfortable extending the time frame for replacement out as long as the building continued to maintain a safe atmosphere for the public.

Mr. Crum made a motion to order HZ OPS Holdings, Inc., operator of Popeye's Chicken, to build over the entire roof of the facility located at 4402 Glen Este Withamsville Rd, Cincinnati, OH 45245 by 5/8/19. Furthermore, all water damaged ceiling tiles must be replaced on an as needed basis. Documentation of all work including photos of work completed, receipts of payment for work completed must be produced prior to or at the 5/8/19 Board of Health meeting. This order is the result of continued failure to maintain the facility in accordance with Ohio Revised Code 3701-21 and Ohio Uniform Food Safety Code 3717-1. A full replacement of the roof may require building permits, you must contact Clermont County Building Department at (513)732-7213 to determine if permits are needed. Failure to comply with this order will result in additional action including suspension or revocation of the food operation license. The motion was seconded by Dr. Khan. The vote upon roll was all ayes; motion carried. (Attachment #8)

Ms. Nesbit stated all information to suspend or revoke the food service license issued to HZ OPS Holdings, Inc. for the facility of Popeye's Chicken, 4402 Glen Este-Withamsville Rd., Cincinnati, OH 45245 had been heard and the hearing had been suspended until the May 8, 2019 Board of Health hearing at 6:30 pm. The hearing was suspended at 7:02 PM.

ACTION ITEMS:

Acceptance of Resignation of Anne Thomas as Part-Time Temporary Intern in the Nursing Division- Ms. Nesbit reported Anne Thomas, Part-Time Temporary Intern in the Nursing Division, submitted her resignation on January 23, 2019 to be effective February 7, 2019. Ms. Nesbit requested the Board formally accept Ms. Thomas's resignation.

Mr. Crum made a motion to accept the resignation of Anne Thomas effective February 7, 2019. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried.

Approval to Post for a Part-Time Temporary Intern in the Nursing Division- Ms. Nesbit requested approval to post for a Part-Time Temporary Intern in the Nursing Division.

Mr. Crum made a motion to approve posting for a Part-Time Temporary Intern in the Nursing Division. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried.

Approval to Apply as a Host Site for the CDC Public Health Associate Program- Ms. Nesbit stated the agency previously had two Public Health Associates from CDC's program over the last several years. The CDC paid the salary of the person for two years, while the agency provided public health experience. She explained she would like to apply for a person to work in the Nursing Division to assist with some increased communicable disease outreach and assist with the Community Health Improvement Plan and Strategic Plan. The person would also work on smaller projects in other areas with the intent to give them a well-rounded experience. Ms. Nesbit asked for approval to apply as a host site for the CDC Public Health Associate Program.

Mr. Crum asked who would carry the liability insurance and who would carry the workers compensation insurance. Ms. Nesbit stated Clermont County Public Health was responsible for the liability insurance and the CDC was responsible for the workers compensation insurance.

Mr. Crum made a motion to approve applying as a host site for the CDC Public Health Associate Program. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried.

Approval for Jackie Lindner and Angela Lipps to Exceed 200 Hour Vacation Limit- Ms. Nesbit explained the county had continued to see an increase in the number of hepatitis A cases as part of the statewide outbreak. There had been an increased number of clinics, many of them prophylactic clinics at the jail. Ms. Nesbit stated an outbreak or caseloads could not be planned and had caused Nursing Division staff to be unable to take time off to keep their balances below the 200 hour limit. Several of the Nursing staff were newer and were not near the maximum limit, but Angela Lipps, Nurse Supervisor, and Jackie Lindner, Director of Nursing are near the limit. Ms. Nesbit requested to allow Jackie Lindner and Angela Lipps to exceed the two-hundred-hour limit for accrued vacation hours through September 30, 2019 and allowing them until December 31, 2019 to bring their balances under the two-hundred-hour limit.

Mr. Crum made a motion to allow Jackie Lindner and Angela Lipps to exceed the two-hundred-hour limit for accrued vacation hours through September 30, 2019 and allowing them until December 31, 2019 to bring their balances under the two-hundred-hour limit. The motion was seconded by Dr. Khan. The vote upon roll was all ayes; motion carried.

Approval of Amendment to Medical Director's Contract to Cover Tuberculosis Services- Ms. Nesbit stated Hamilton County Public Health indicated they did not want to continue contracting for TB services. She consulted with Dr. Kaya and asked if he had interest in covering the additional services. Ms. Nesbit stated Dr. Kaya had agreed and asked for approval of the addendum to Dr. Kaya's contract to include services for Tuberculosis.

Mr. Brown made a motion to approve the amendment to Dr. Kaya's contract to cover Tuberculosis services. Dr. Khan seconded the motion. The vote upon roll was all ayes; motion carried.
(Attachment #9)

Approval to Contract with Hamilton County Public Health for Bloodborne Infectious Disease Prevention Program (Syringe Services)- Ms. Nesbit explained she researched to find available rental space for Clermont County Public Health to operate the program in the county with Jackie Lindner, Director of Nursing. She stated several locations throughout the county were contacted and due to various reasons a suitable location was not found. Ms. Nesbit claimed her preference would have been to run the program out of the Nursing Division office. She and Ms. Lindner met with the Village of Batavia, Mayor, Acting Police Chief, and Village Administrator to discuss the zoning restriction which the law permits. She explained follow up communications showed a lack of support. Additionally there were security issues with the use of the Nursing Division Office.

Ms. Nesbit stated Mercy asked to continue the program on their property by use of the van. She explained Mercy agreed to pay for half of the program cost for one year. Ms. Nesbit felt this was currently the best option to continue the collection of data and to monitor the program. She stated through calls and research it was common to have low turnout numbers at first but even with the recent subzero temperatures people showed up for the service. Ms. Nesbit explained that several conversations with Hamilton County Public Health restored her confidence with the assurance of a

vehicle rental backup plan in case the van had mechanical issues. Therefore, Ms. Nesbit asked for approval to renew the contract with Hamilton County Public Health for the Bloodborne Infectious Disease Prevention Program (Syringe Services) for one year.

Dr. Khan made a motion to approve the contract with Hamilton County Public Health for the Bloodborne Infectious Disease Prevention Program (Syringe Services). Mr. Brown seconded the motion. The vote upon roll was Dr. Rickabaugh, aye; Mr. Crum, nay; Mr. Cadwallader, aye; Dr. Khan, aye; Mr. Brown, aye; motion carried. (Attachment #10)

Approval to Contract with Mercy Health for Bloodborne Infectious Disease Prevention Program (Syringe Services)- Ms. Nesbit asked for approval to renew the contract with Mercy Health for the Bloodborne Infectious Disease Prevention Program (Syringe Services) for one year in which Mercy Health had agreed to pay half the cost of the program to be held on their property via mobile clinic.

Mr. Brown made a motion to approve the contract with Mercy Health for the Bloodborne Infectious Disease Prevention Program (Syringe Services). Dr. Khan seconded the motion. The vote upon roll was Dr. Rickabaugh, aye; Mr. Crum, nay; Mr. Cadwallader, aye; Dr. Khan, aye; Mr. Brown, aye; motion carried. (Attachment #11)

Adoption of Resolution 03-19 Declaring the Village of Newtonsville a Public Health Hazard and Making Formal Complaint to the Ohio Environmental Protection Agency- Ms. Nesbit stated she recommended to proceed with making a formal complaint to Ohio EPA on the Village of Newtonsville regarding the ongoing failure of septic systems in the area. She felt it would assist the project in moving forward and asked to adopt Resolution 03-19 Declaring the Village of Newtonsville a Public Health Hazard and Making Formal Complaint to the Ohio Environmental Protection Agency.

Mr. Brown asked if the Commissioners had been made aware of the current situation in the Village of Newtonsville. Ms. Nesbit stated the Commissioners and County Administration were aware of the situation.

Mr. Crum made a motion to adopt Resolution 03-19 Declaring the Village of Newtonsville a Public Health Hazard and Making Formal Complaint to the Ohio Environmental Protection Agency. Dr. Khan seconded the motion. The vote upon roll was all ayes; motion carried. (Attachment #12)

Adoption of Resolution 04-19 Establishing Refundable Amounts for Plumbing, Sewage Treatment Systems, Private Water Systems, Food Establishment, Body Art and Campground Permits, Licenses and Applications- Ms. Nesbit stated a Quality Improvement Project from 2018 worked to standardize refunds across programs. She explained a team led by Karen Crump, Vital Statistics Registrar, reviewed the amount of staff time that goes into processing refunds and recommended to standardize the process among all programs. Ms. Nesbit stated insurance rules prevented some programs, such as immunization, to be standardized. The team pulled in all of the Water and Waste, Plumbing, and Environmental Fees. She explained conflicting feedback from the Ohio Department of Health was received and requested a written legal opinion from the Prosecutor's Office. The Prosecutor's Office reviewed and approved the refund resolution.

Ms. Nesbit requested that the Board adopt Resolution 04-19 Establishing Refundable Amounts for Plumbing, Sewage Treatment Systems, Private Water Systems, Food Establishment, Body Art and Campground Permits, Licenses and Applications.

Mr. Crum made a motion to adopt Resolution 04-18 Establishing Refundable Amounts for Plumbing, Sewage Treatment Systems, Private Water Systems, Food Establishment, Body Art and Campground Permits, Licenses and Applications. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #13)

Approval to Apply for Ohio American Academy of Pediatrics Grant for Bike Helmets- Ms. Nesbit stated again this year the opportunity had arisen to apply for bike helmets that can be given away free to children. She explained that last year the agency did not receive funding, but was approved using local funds, to purchase the helmets through the Ohio Academy of Pediatrics at a discounted rate. Ms. Nesbit asked for approval to apply for funding and if funding is not granted she would like approval to again purchase helmets this year. She explained the agency gives them out at the Family Adventure Challenge event in conjunction with Batavia Township and it was normal to run out of the size small helmets.

Dr. Khan made a motion to approve the application for the Ohio American Academy of Pediatrics Grant for Bike Helmets and to purchase helmets at a discounted rate if the funding is not granted. The motion was seconded by Mr. Brown. The vote was all ayes; motion carried.

Approval to Apply for OEPA Mosquito Control Grant- Ms. Nesbit stated that notification was received that the Ohio EPA was offering grant funding again this year for mosquito surveillance. She explained that this was the same grant that was received in 2018 and 2019. Ms. Nesbit stated the funding would again cover a part-time intern for three months, equipment, educational materials for community outreach, and larvacides for larval control. Ms. Nesbit requested the Board approve the 2020 Mosquito Control Grant application requesting funding.

Mr. Cadwallader made a motion to approve the 2020 Mosquito Control Grant application requesting funding. The motion was seconded by Mr. Crum. The vote upon roll was all ayes; motion carried.

Approval of 2020 Budget- Ms. Nesbit asked Ms. Stapleton to present the 2020 proposed budget. Ms. Stapleton indicated that she tried to be conservative in her estimates. She based her estimated resources on the actual 2018 receipts and any differences that were known to be coming. She estimated flat funding in seven of the fifteen funds, decreases in three funds and increases in five funds. She summarized her rationale on the increases and decreases in the funds.

She stated the proposed 2020 budget represented a 0.27% increase over what was appropriated for 2019. There was a 1% raise pool factored into the 2020 budget and a 10% increase in healthcare costs budgeted. The budget reflected a 0.3% decrease in salaries, a 5.18% increase in benefits, and a 2.91% decrease in other expenses. Ms. Nesbit and Ms. Stapleton requested approval of the proposed 2020 budget.

Mr. Brown made a motion to approve the proposed 2020 budget. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #14)

Approval of Workforce Development Plan- Ms. Nesbit asked Mr. Kelly to present the recently updated Workforce Development Plan. Mr. Kelly stated it was one of the accreditation requirements and the plan complemented the newly developed Pathways to Promotion Plan that was put together as a follow up to a quality improvement project. Ms. Nesbit asked the Board for approval of the Workforce Development Plan.

Mr. Crum made a motion to approve the proposed Workforce Development Plan. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #15)

Approval to Sign Agreements with the Ohio Department of Commerce to Conduct Manufactured Home Park Inspections for 2018 and 2019- Ms. Nesbit explained that the State of Ohio operates on a fiscal year of July 1st to June 30th, and the terms are changing to span a fiscal year, not a calendar year. She stated a six month contract will be needed to cover the first inspection time frame from January 1, 2019 to June 30, 2019. Then, starting on July 1, 2019, a one-year contract will be needed to perform park inspections from July 1, 2019 to June 30, 2020. Previous contracts included the option of an addendum allowing for inspections to be completed from March 1st through September due to the large number of inspections in the county; Ms. Nesbit explained the addendum will be reviewed when received. Ms. Nesbit requested approval to sign the contracts and addendums with the Ohio Department of Commerce to conduct Manufactured Home Park Inspections contingent on approval from the Prosecutor's Office.

Mr. Brown made a motion to approve signing the contracts and addendums with the Ohio Department of Commerce to conduct manufactured home park inspections for 2018 and 2019 contingent on approval from the Prosecutor's Office. The motion was seconded by Mr. Cadwallader. The vote was all ayes; motion carried.

Approval to Decrease the 2019 Estimated Resources and Appropriations in Fund 7300 (Health Fund)- Ms. Nesbit stated the decrease to this fund was a result of transitioning the State Subsidy to fund 7301, leaving only township, village and Milford contributions in 7300. She explained that any unspent funds at the end of the year were returned to the townships and villages. She felt it was better to run the subsidy, which can be carried over, through 7301 to avoid any confusion about what funds are being carried forward. She stated Ms. Stapleton consulted the Auditor's Office which agreed with the change. Ms. Nesbit requested approval to decrease the 2019 Estimated Resources and Appropriations in Fund 7300 (Health Fund) by \$73,335.00.

Mr. Crum made a motion to approve to decrease the 2019 Estimated Resources and Appropriations in Fund 7300 (Health Fund) by \$73,335.00. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried. (Attachment #16)

Approval to Increase the 2019 Estimated Resources and Appropriations in Fund 7301 (Environmental Health)- Ms. Nesbit requested approval to increase the 2019 Estimated Resources and Appropriations in Fund 7301 (Environmental Health) by \$83,654.00. This increase derived from the previously described decrease of fund 7300 and from the charge back of the Injury Prevention Grant.

Mr. Crum made a motion to approve to increase the 2019 Estimated Resources and Appropriations in Fund 7301 (Environmental Health) by \$83,654.00. The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #17)

Adopt Resolution 05-19 Declaring Properties Public Health Nuisances- Ms. Nesbit presented the addresses of five properties to be considered public health nuisances as stated on Attachment A of Resolution 05-19 Declaring Public Health Nuisances and Ordering Abatement of Nuisances at the identified properties.

Following a review and discussion, Dr. Khan made a motion to adopt Resolution 05-19 to declare the properties listed on Attachment A public health nuisances, to declare the resolution an emergency order, and to waive the required three readings. The motion further stated if corrections were not made within the allotted time, the nuisance cases would be referred to the Health District's legal counsel for appropriate action. Mr. Crum seconded the motion. The vote upon roll was all ayes; motion carried. (Attachment #18)

Approval of Board of Health Meeting Minutes for January 9, 2019- Dr. Rickabaugh inquired if there were any additions or corrections to the minutes from the January 9, 2019 Board of Health Meeting. Ms. Nesbit stated a correction was made to change the second resolution from 01-19 to 02-19 prior to the Board's approval.

Dr. Khan made a motion to approve the minutes with corrections of the January 9, 2019 Board of Health meeting. Mr. Crum seconded the motion. The vote upon roll was all ayes; motion carried.

Approval and Payment of Bills- Ms. Nesbit presented the Health District's bills for consideration. Mr. Crum asked about the report on the comparison of fuel costs. As requested by the Board, Ms. Stapleton had compiled a fuel usage report which compared the usage in 2017 to 2018. She stated the average price per gallon was \$0.31 higher in 2018 compared to 2017 and a total of 1,259 more gallons were used in 2018. This increase was likely due to the increased number of trucks in the fleet and an increased number of inspections over the course of 2018. However, she explained the locations of those inspections were not accounted for in the report. The average monthly gallons used per driver decreased slightly in 2018. Ms. Stapleton explained that the previous data from the county garage was not reliable as several vehicles were keyed the same in the system. Since all drivers log their mileage through the Enterprise dashboard, she hopes to have more useful data as 2019 continues.

Mr. Crum asked if an overall comparison of miles driven and fuel purchased could be compiled. Ms. Stapleton was not certain of the 2017 data that was available, but felt confident she could find the information from fuel invoices.

Following the Board's review and discussion, Dr. Kahn made a motion to pay the bills as presented. Mr. Brown seconded the motion. The vote upon roll was all ayes; motion carried. (Attachment #19 and #20)

DISCUSSION ITEMS:

EnerGov Memorandum of Understanding- Ms. Nesbit stated she had been working with county administration on an agreement regarding use of the permitting software used at Permit Central. She had accounted for approximately \$20,000 for license maintenance costs to be budgeted, but \$40,000 annually had been requested to support a portion of the hosting costs. Ms. Nesbit explained she could not recommend supporting the change in costs. The agency would not have the funds in the budget for that increase and for that annual cost the agency could purchase separate software. If the hosting fees were removed, Ms. Nesbit stated she would recommend support of the MOU. She stated the software is used for plan review, all septic, complaints, and all plumbing. Additionally, she added, our staff had put a large amount of time and effort into getting the software to work for us. It integrated with the county accounting system which is also a benefit.

Update on Board of Health Reports- Ms. Nesbit explained that because of the transition to the new EnerGov software some reports that were typically provided to the Board monthly had to be

reconfigured. She stated staff were working on writing reports and would have the information available in a few months.

Update on Quality Improvement Projects- Ms. Nesbit stated two quality improvement projects were completed in 2018; the refund project, previously approved as Resolution 04-19 and a project which worked to improve the Person-In-Charge training for food operations. Mr. Jester gave a brief presentation on the refund project and Ms. Vijayan gave a brief presentation on the Person-In-Charge training project.

Update on Fleet Vehicle Fuel Costs- Topic was discussed during approval of the monthly bills and was not discussed further.

Update on Annual Financial Report and State Subsidy Application- Ms. Nesbit stated the Annual Financial Report process had been changed as a result of work through a grant initiative with the Ohio Public Health Partnership. She explained work had been going on with funding from the Robert Wood Johnson Foundation to determine costs for public health services and it would change the way the agency reported expenditures back to the Ohio Department of Health. Additionally, they pushed the deadline back from March 1st to April 1st and no longer required the Auditor's Office to sign off on the report.

WIC Budget Related to Government Shutdown- Ms. Nesbit stated the Federal WIC Program had received additional funding for now and business had continued as usual. She explained that WIC representatives had asked to be conservative with funding in case of another shutdown, so positions would be held until stability resumes.

Southwest Ohio Air Quality Report for 2018- Ms. Nesbit stated the Southwest Ohio Air Quality Report for 2018 was received and only two complaints were listed for Clermont County. She explained both complaints involved odor from the Zimmer Landfill. (Attachment #21)

Vision, Mission, Services, and Goals (VMSG) Performance Management Update- As part of the VMSG Performance Management System, all directors and supervisors met with their staff after the fourth quarter of 2018 to discuss progress on work plans, Quality Improvement Projects, and division and program performance initiatives. Ms. Nesbit reviewed the progress that had been made on these projects. She stated some projects had carried over into 2019 and all new plans and projects had been added for 2019.

Children with Medical Handicaps Annual Chart Review- Ms. Nesbit stated a report summarizing the Ohio Department of Health site visit was received. She recognized Sharon Ausman, Nurse II in charge of the Children with Medical Handicaps program for her exceptional work. (Attachment #22)

Solid and Infectious Waste Program Review- Ms. Nesbit stated the OEPA completed the review of the Solid and Infectious Waste Program in December and found the Agency to be in substantial compliance. Once again she thanked Mr. Wildey and Doug Disbennett, Sanitarian II, for their work in the program. (Attachment #23)

2018 Annual Report- Ms. Nesbit stated a copy of the annual report was sent to Board Members for their review and asked for any corrections they felt were needed prior to mailing them out for the District Advisory Council. Ms. Nesbit acknowledged that no corrections were requested. (Attachment #24)

Update on a Sanitarian-In-Training in the Environmental Health Division Position- Ms. Nesbit explained that interviews were completed for the Sanitarian-In-Training position in the Environmental Health Division and a candidate was selected. Ms. Vijayan extended an offer to the candidate but the offer was declined. She did not feel that the other interviewed candidates would be a proper fit for the position and chose to continue to search for more applicants. Ms. Nesbit stated advertising would be used via Indeed.com to hopefully attract more candidates.

ODH Food Service Operation Survey Report- Ms. Nesbit stated the Ohio Department of Health representatives were onsite for two weeks to conduct the Food Service Operation Survey. She was pleased to hear that all Environmental Health Sanitarians had passed the survey. She mentioned one request was made to retain a postmarked date on applications when processed to ensure a penalty was not required and to comply with the request a stamp was ordered to properly document the received forms. (Attachment #25)

EXECUTIVE SESSION:

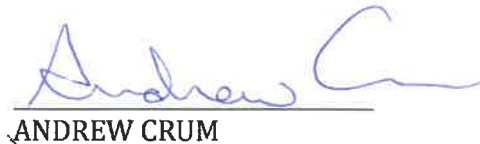
At 8:19 PM, Mr. Crum made a motion to enter executive session to discuss the Health Commissioner's performance evaluation and negotiate her contract. The motion was seconded by Dr. Khan. The vote was all ayes; motion carried.

At 9:13 PM, Mr. Brown made a motion to come out of executive session. The motion was seconded by Mr. Crum. The vote was all ayes; motion carried.

ADJOURNMENT:

Mr. Brown made a motion to adjourn the meeting at 9:15 PM. Dr. Khan seconded the motion. The vote upon roll was all ayes; motion carried.


DR. JANET RICKABAUGH


ANDREW CRUM


LARRY CADWALLADER


DR. JOSEPH KHAN


DENNIS BROWN


Respectfully Submitted