



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 June 12, 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
Eric Heiser, present

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

VARIANCES:

Isolation Distance- 2800 St. Rt. 125, Tate Township (26-V-19)- Ms. Nesbit stated Empower Youth requested an isolation distance variance for a proposed force main to be installed within the eight feet between an existing meeting hall building and the property line at 2800 St. Rt. 125, Tate Township (26-V-19). Staff recommended approval.

Mr. Crum made a motion to approve the variance request for a proposed force main to be installed within the eight feet between an existing building and the property line at 2800 St. Rt. 125, Tate Township (26-V-19). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #2)

Isolation Distance- 2107 Beech Cove, Ohio Township (27-V-19)- Ms. Nesbit stated Scot Kenkel requested an isolation distance variance for a retaining wall and in-ground pool with a proposed deck addition that would be built over the existing septic tank. The proposed deck installation included the placement of a post four feet from the tank and a post two feet from the pipe leading to the sand filter. Ms. Nesbit explained there would be three feet of access clearance between the tank and the deck. That clearance would allow access for the tank to be serviced if needed. Staff recommended approval.

Dr. Khan made a motion to approve the variance request for a proposed deck addition to be built three feet over the existing septic tank with a post four feet from the tank and a post two feet from the pipe leading to the sand filter at 2107 Beech Cove, Ohio Township (27-V-19). Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #3)

Septic Tank Install in 100 Year Flood Plain- 68 East St., Franklin Township (28-V-19)- Ms. Nesbit stated Billy Hazelbaker requested to install a septic system on his property located in a 100 year flood plain at 68 East St., Franklin Township (28-V-19). Staff recommended approval.

Mr. Hazelbaker explained that the tank would be installed on a portion of the property that was 14 feet higher than the rest of the property.

Dr. Rickabaugh asked what size home was planned for the property. Mr. Hazelbaker stated a three bedroom home was planned.

Mr. Crum asked the size of the lot. Mr. Hazelbaker stated the lot was five acres.

Mr. Crum made a motion to approve the variance request to install a septic system in a 100 year flood plain at 68 East St., Franklin Township (28-V-19). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #4)

Connect a Room Addition to an Existing HSTS- 4830 Teal Lane, Union Township (32-V19)- Ms. Nesbit stated Paul Moore requested a variance to convert a two bedroom home to a three bedroom home on the existing septic system at 4830 Teal Lane, Union Township (32-V-19). Staff recommended approval.

Mr. Brown asked if the existing septic system previously had problems. Mr. Moore stated the system never had problems in the past.

Mr. Crum asked if a bathroom would be added. Mr. Moore explained a bathroom would be added but the number of occupants would stay the same.

Mr. Brown made a motion to approve the variance to convert the two bedroom home to a three bedroom home on the existing septic system at 4830 Teal Lane, Union Township (32-V-19). Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #5)

Existing Lot without Reserve Area for New Construction- 3351 Michelle's Whisper, Pierce Township (29-V-19)- Ms. Nesbit stated a variance was requested to install a septic system on an existing lot without the option of a reserve area at 3351 Michelle's Whisper, Pierce Township (29-V-19). Staff recommended approval.

Mike Morris, in representation of the property owner, explained the details of the parceled lot to the Board.

Dr. Rickabaugh asked if the lot was three acres and Mr. Morris confirmed three acres was accurate.

Mr. Brown made a motion to approve the variance request to allow the installation of a septic system on the existing lot without the option of a reserve area at 3351 Michelle's Whisper, Pierce Township (29-V-19). Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

Black Water Holding Tank Variance- 6670 Bray Rd., Goshen Township (30-V-19)- Ms. Nesbit reported Kara Elwood requested a variance to install a black water holding tank at 6670 Bray Rd., Goshen Township (30-V-19). Ms. Nesbit informed the Board that all the paperwork was in order; staff recommended approval.

Dr. Khan made a motion to approve the variance request to install a black water holding tank at 6670 Bray Rd., Goshen Township (30-V-19). Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

Black Water Holding Tank Variance- 4177 Amelia Olive Branch Rd., Batavia Township (31-V-19)- Ms. Nesbit reported Gary Schneider requested a variance to install a black water holding tank at 4177 Amelia Olive Branch Rd., Batavia Township (31-V-19). Ms. Nesbit informed the Board that all the paperwork was in order; staff recommended approval with the contingency that the tank passed 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 a watertight test at 4177 Amelia Olive Branch Rd., Batavia Township (31-V-19). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

Black Water Holding Tank Extension Request- Ms. Nesbit reported 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 #7 and homeowners #8 and #9 had not yet moved in to their homes.

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)
5. Bowling- 3031 Johnston Dr., Ohio Township (4-V-19)
6. Padgett- 3511 Mullens Way, Pierce Township (12-V-19)
7. Allen- 3449 Hunter Creek Rd., Wayne Township (14-V-19)
8. Kennard- 7252 Thompson Rd., Goshen Township (11-V-19)
9. Briscoe- 1656 Carey Ln., Stonelick Township (21-V-19)

Mr. Crum made a motion to approve the extension request for the black water holding tank variance for homeowners #1 through #9. Dr. Khan seconded the motion. The vote 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 6:49 PM and presented the protocol that would be followed for the hearing.

Ms. Nesbit stated representation from Popeye's Chicken was not in attendance and asked Bela Perler to present testimony on details since the last hearing date of May 8, 2019.

Mr. Perler stated the roof of Popeye's Chicken was replaced with a blacktop roof. He stated a consultation was conducted with the manager at the location on May 11, 2019. No leaks were reported by the manager or employees and no damaged ceiling tiles were noticed. He stated a final building inspection had not been completed at that point.

Ms. Nesbit stated Popeye's Chicken and Five Star Roofing had submitted pictures to the Board showing the completion of the roof replacement.

Mr. Crum asked if Five Star Roofing started the roof replacement on the date they stated they would start. Mr. Perler responded that he checked during that week to make sure they were working on the roof.

Ms. Nesbit explained there had been some issues with the permits for the work to begin with the Building Department but Five Star Roofing was granted the ability to complete the work in the timeframe given.

Mr. Heiser asked if rubber was put down on the roof prior to replacement. Mr. Perler stated he was unsure. Mr. Crum explained from the pictures it appeared a membrane was laid and then an overlay of tar was applied.

A discussion occurred on the topic of inspections and permits needed from the building department to complete the job.

Ms. Nesbit asked if the Board had any further questions for Mr. Perler. The Board had no further questions for Mr. Perler.

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

Mr. Brown made a motion to take no action on the license of Popeye's Chicken. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

Ms. Nesbit stated all information concerning the action to suspend or revoke the Food Service License issued to HZ OPS Holdings, Inc., for the Popeye's Chicken facility located at 4402 Glen Este-Withamsville Rd., Cincinnati, Ohio 45245 had been heard and the hearing was closed at 6:53 PM.

ACTION ITEMS:

Acceptance of Resignation of Jessica Hunt as Office Specialist I in the Administrative Division- Ms. Nesbit reported Jessica Hunt, Office Specialist I in the Administrative Division, submitted her resignation on May 14, 2019 to be effective May 28, 2019. Ms. Nesbit requested the Board formally accept Ms. Hunt's resignation.

Mr. Crum made a motion to accept the resignation of Jessica Hunt effective May 28, 2019. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

Approval to Appoint Siara Petrey as Full-Time Office Specialist I in the Administrative Division- Ms. Nesbit reported Siara Petrey was selected for the Full-Time Office Specialist I position in the Administrative Division. She explained an internal posting for the position was posted and Ms. Petrey was the only applicant. Ms. Petrey had been with the agency since January as a Temporary Intern (Clerk) in the Administration Division and Ms. Nesbit mentioned she would transition into the position easily. Ms. Nesbit requested Ms. Petrey be appointed as Full-Time Office Specialist I in the Administrative Division.

Mr. Crum made a motion to appoint Siara Petrey as Full-Time Office Specialist I in the Administrative Division. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #9)

Approval to Appoint Danielle Profitt as Part-Time Medical Billing Specialist I in the Nursing Division- Ms. Nesbit reported Danielle Profitt was selected for the Part-Time Medical Billing Specialist I position in the Nursing Division. She explained the position had been vacant for some time while searching for a candidate with the appropriate experience. Ms. Nesbit stated Ms. Profitt

had previous medical billing experience and would be a great fit for the Nursing Division. Ms. Nesbit requested Ms. Profitt be appointed as Part-Time Medical Billing Specialist I in the Nursing Division contingent on meeting pre-employment requirements.

Mr. Brown made a motion to appoint Danielle Profitt as Part-Time Medical Billing Specialist I in the Nursing Division contingent on meeting pre-employment requirements. Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #10)

Approval to Appoint Sydney Gacek as Full-Time Temporary Intern (Clerk) in the Administrative Division- Ms. Nesbit reported Sydney Gacek was selected for the Full-Time Temporary Intern (Clerk) position in the Administrative Division. She explained with the Board's approval to appoint Ms. Petrey to the Office Specialist I position the Temporary Intern (Clerk) position needed to be filled. Ms. Nesbit stated the position was posted and received a decent pool of applicants. She explained that Ms. Gacek was a college student in search of a temporary position and would be a good fit. Ms. Nesbit requested Ms. Gacek be appointed as Full-Time Temporary Intern (Clerk) in the Administrative Division contingent on meeting pre-employment requirements.

Dr. Khan made a motion to appoint Sydney Gacek as Full-Time Temporary Intern (Clerk) in the Administrative Division contingent on meeting pre-employment requirements. Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #11)

Approval of 2019 Employee Recognition Lunch- Ms. Nesbit stated last year the staff chose to combine the employee recognition picnic with the October In-Service Day, which seemed to work well and the agency would like to continue the event in the future. Ms. Nesbit requested approval to purchase lunch for the staff and awards for the honorees at the annual in-service day to be held on October 14th.

Employees to be honored this year included Julia Richmond and Maalini Vijayan with five years of service, Lisa Streuer and Jackie Lindner with fifteen years of service and Amanda Myers with twenty years of service.

Mr. Crum made a motion to purchase lunch for the staff and awards for the honorees at the annual in-service day. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

Approval of Clermont County Family and Children First MOU- Ms. Nesbit stated that each year a modest amount of funding was provided to Clermont County Family and Children First to help support the combined efforts of the coalition. She explained the same contribution amount from last year of \$3,000 was requested. Ms. Nesbit requested approval to sign the 2019/2020 Memorandum of Understanding with Clermont County Family and Children First.

Dr. Khan made a motion to approve signing the 2019/2020 Memorandum of Understanding with Clermont County Family and Children First for \$3,000. Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #12)

Approval of Amendment to Cities Readiness Initiative Agreement with The Health Collaborative- Ms. Nesbit explained the proposed amendment to the Cities Readiness Initiative Agreement with The Health Collaborative increased \$108. She said this was due to the increase in the coordinators salary. Ms. Nesbit requested approval to sign the Amendment to the Cities Readiness Initiative Agreement with The Health Collaborative.

Mr. Crum made a motion to approve signing the Amendment to the Cities Readiness Initiative Agreement with The Health Collaborative. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #13)

Approval of Smoke Free Ohio Contract- Ms. Nesbit reported the contract with the Ohio Department of Health to receive funding for Smoking Enforcement Compensation was received for renewal of a two year contract. She explained the reimbursement rate would remain the same as the previous contract at \$125 per completed investigation. Ms. Nesbit requested approval to sign the Ohio Department of Health Smoke Free Investigations Contract.

Dr. Khan made a motion to approve signing the contract with the Ohio Department of Health to receive funding for Smoking Enforcement Compensation. Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #14)

Approval of Hepatitis A Outbreak Response Funding Opportunity with Ohio Department of Health- Ms. Nesbit explained she had discussed the issues brought on by the hepatitis A outbreak which had impacted local public health agencies with Dr. Action, Director of the Ohio Department of Health. She drafted a letter on behalf of the Southwest Ohio Public Health Region (SWOPHR) Executive Steering Committee (ESC), for which she chairs, requesting to open federal 317 vaccine for hepatitis A to reduce barriers in southwest Ohio where the rate of transmission is double the rest of the state. Ms. Nesbit stated Dr. Action responded that the 317 vaccine could not be opened due to Centers for Disease Control and Prevention (CDC) restrictions; however, the state had put together \$650,000 to distribute across Ohio to assist with the outbreak response. She explained a formula was devised by the state to determine the funds that will be received and the funds could be used to cover the cost related to the response. Ms. Nesbit requested approval to receive funding from the Ohio Department of Health for hepatitis A outbreak response funding.

Mr. Crum asked if funds were dispersed based off the number of incidents in each county. Ms. Nesbit stated the funds were coming from Preparedness and Infectious Disease funds at the state level. The funding formula was based on the burden on surveillance (based on all hepatitis A entries in the Ohio Disease Reporting System (ODRS), burden on confirmed hepatitis A cases, outbreak burden based on incidence proportion of hepatitis A, outbreak response through case interviews in ODRS, prevention efforts based on amount of 317 vaccine ordered and 317 vaccine administered. She explained it could not be determined how much funding would be received but all but two local health departments in the state applied.

Mr. Crum made a motion to approve receiving funds from the Ohio Department of Health for hepatitis A outbreak response. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #15)

Approval of Audit Fiscal Year 2018 Engagement Letter- Ms. Nesbit stated the agency was in the third year of a five year contract with Charles E. Harris and Associates, which were onsite from June 11th to June 13th to complete the agency's yearly audit. She explained due to recognizing a liability the net position would show an increased negative. Charles E. Harris and Associates now requires an engagement letter to be signed by the Board. Ms. Nesbit requested approval to sign the engagement letter from Charles E. Harris and Associates for the 2018 audit.

Dr. Khan made a motion to approve signing the engagement letter from Charles E. Harris and Associates for the 2018 audit. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #16)

Approval of Request for Advancement of All Available Township and Village Monies- Ms. Nesbit requested the Board approve the request for the advancement of all available township and village monies.

Mr. Crum made a motion to approve the request for an advancement of all available township and village monies. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #17)

Adopt Resolution 10-19 Declaring Properties Public Health Nuisances- Ms. Nesbit presented the addresses of ten properties to be considered public health nuisances as stated on Attachment A and B of Resolution 10-19 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 10-19 to declare the properties listed on Attachment A and B 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 was all ayes; motion carried. (Attachment #18)

Approval of Board of Health Meeting Minutes for May 8, 2019- Dr. Rickabaugh inquired if there were any additions or corrections to the minutes from the May 8, 2019 Board of Health Meeting. There were no additions or corrections.

Dr. Khan made a motion to approve the minutes for the May 8, 2019 Board of Health meeting. Mr. Brown seconded the motion. The vote was all ayes; motion carried.

Approval and Payment of Bills- Ms. Nesbit presented the Health District's bills for consideration. Following the Board's review and discussion, Mr. Crum made a motion to pay the bills as presented. Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #19)

DISCUSSION ITEMS:

Board of Health Quality Improvement Project- Ms. Nesbit stated Dr. Khan had suggested an idea similar to the use of consent agendas. She reported she had been compiling research from other counties on the use of consent agendas and would meet with the Prosecutor's Office to discuss bylaws and which action items could be put onto consent agendas. Ms. Nesbit explained her objective for the use of consent agendas was to have more time to discuss controversial topics of action and potentially shorten meetings. This would be an official quality improvement project for the agency. Ms. Nesbit would handle most of the project during meetings but she may request input via survey from members.

BOARD OF HEALTH EDUCATION:

Private Water Systems Presentation by Robert Wildey, Director of Water and Waste- At 7:21 PM, Mr. Wildey gave a presentation on private water systems. The presentation was followed by a brief discussion that concluded at 7:46 PM.

ADJOURNMENT:


Mr. Brown made a motion to adjourn the meeting at 7:51 PM. Mr. Crum seconded the motion. The vote was all ayes; motion carried.


DR. JANET RICKABAUGH


ERIC HEISER


DENNIS BROWN


ANDREW CRUM


DR. JOSEPH KHAN


Respectfully Submitted