



## **Clermont County Public Health**

Prevent. Promote. Protect.

### **Clermont County General Health District Board of Health Meeting**

The Clermont County Board of Health held its monthly meeting on August 14, 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, absent  
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; Maalinii Vijayan, Director of Environmental Health; Kevin Jester, Director of Plumbing; Robert Wildey, Director of Water and Waste; Trina Stapleton, Fiscal Officer; Bethany Bertsch, Administrative Assistant and others as listed on Attachment #1.

#### **VARIANCES:**

**Isolation Distance- 495 Branch Hill Loveland Rd., Miami Township (41-V-19)-** Ms. Nesbit stated Jefferson Mayerle requested an isolation distance variance to replace the posts of a deck that was being repaired. She explained the replaced posts would be no closer than four feet from the septic system at 495 Branch Hill Loveland Rd., Miami Township (41-V-19). Staff recommended approval.

Mr. Brown made a motion to approve the isolation distance variance request to replace the posts of the deck no closer than 4 feet from the septic system at 495 Branch Hill Loveland Rd., Miami Township (41-V-19). Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #2)

**Isolation Distance- 1816 Clough Pike, Batavia Township (42-V-19)-** Ms. Nesbit stated Kenneth Anstaett requested an isolation distance variance for an in-ground swimming pool with a concrete patio to be installed six feet from the curtain drain of the septic system at 1816 Clough Pike, Batavia Township (42-V-19). Staff recommended approval.

Mr. Heiser made a motion to approve the isolation distance variance request for an in-ground swimming pool with a concrete patio to be installed six feet from the curtain drain of the septic system at 1816 Clough Pike, Batavia Township (42-V-19). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #3)

**Connect a Room Addition to an Existing HSTS and Isolation Distance- 5599 Belfast Owensville Rd., Stonelick Township (38-V-19)-** Ms. Nesbit stated Barbara Meadows requested a variance to connect a newly constructed bedroom, bathroom, and garage onto the existing septic system with an isolation distance of seven feet from the septic tank at 5599 Belfast Owensville Rd., Stonelick Township (38-V-19). Staff recommended approval.

Mr. Brown asked what type of foundation the room addition would have. Mr. Wildey stated the foundation of the room addition would be a regular foundation.

Mr. Crum made a motion to approve the variance to connect a newly constructed bedroom, bathroom, and garage onto the existing septic system with an isolation distance of seven feet from the septic tank at 5599 Belfast Owensville Rd., Stonelick Township (38-V-19). Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #4)

**Connect a Room Addition to an Existing HSTS and Isolation Distance- 2119 Wilshire Circle, Stonelick Township (41-V-19)-** Ms. Nesbit stated Trina Adams requested a variance to connect a bedroom to the existing septic system and add a new deck over an existing patio with an isolation distance of five feet from the septic system at 2119 Wilshire Circle, Stonelick Township (41-V-19). Staff recommended approval.

Mr. Crum made a motion to approve the variance to connect a bedroom to the existing septic system and add a new deck over an existing patio with an isolation distance of five feet from the septic system at 2119 Wilshire Circle, Stonelick Township (41-V-19). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #5)

**Connect a Room Addition to an Existing HSTS- 2247 State Route 132, Goshen Township (15-V-19)-** Ms. Nesbit stated Carl Reed requested a variance to connect the addition of a bedroom and bathroom to the existing septic system at 2247 State Route 132, Goshen Township (15-V-19). Staff recommended disapproval.

Andrea Reed questioned the results from a recent inspection of the home's septic system. Ms. Nesbit read the letter written by the inspecting sanitarian about the property in regards to the variance. The letter explained a sanitarian had inspected the property's system on two different occasions. The first inspection was completed shortly after the variance request was submitted on April 2, 2019 where no filter bed or sand filter system could be located. All that was found by probing was one long leach line running parallel to the property line and ended at the fence line. Water was found to be surfacing and flowing into the creek; the water had black discoloration and sewage fungus was found. The second inspection took place in July and the area previously found to have water surfacing was dry with no discharge. Ms. Nesbit stated connecting to sewer lines across the street from the property was an option but at a costly expense to the homeowner.

Dr. Rickabaugh asked what the lot size of the property was. Ms. Reed stated the lot with the home was eleven acres.

Mr. Crum asked if staff recommended disapproval only because the type of system was unknown. Ms. Nesbit stated the system being unknown was the reason for the recommendation of disapproval.

Mr. Heiser made a motion to approve the variance to connect the addition of a bedroom and bathroom to the existing septic system at 2247 State Route 132, Goshen Township (15-V-19). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

**Connect a Room Addition to an Existing HSTS- 2020 Countryside Dr., Jackson Township (35-V-19)-** Ms. Nesbit stated Steve and Melanie Sharp requested a variance to connect a new one bedroom, one bathroom home to the existing four bedroom septic system at 2020 Countryside Dr., Jackson Township (35-V-19). Staff recommended approval.

Ms. Sharp explained she was requesting the variance to add a one bedroom, one bathroom carriage house to the existing septic system on her property to allow her parents to live close to her.

Mr. Crum asked if the septic system had any previous issues. Ms. Nesbit stated the system had no previous issues.

Mr. Crum made a motion to approve the variance to connect a new one bedroom, one bathroom home to the existing four bedroom septic system at 2020 Countryside Dr., Jackson Township (35-V-19). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

**Connect a New Home to an Existing HSTS- 1067 Cobra Rd. Lot #4, Ohio Township (49-V-19)-** Ms. Nesbit stated Dena Knipper requested a variance to connect a small cabin to the existing septic system at 1067 Cobra Rd. Lot #4, Ohio Township (49-V-19). Staff recommended approval.

Mr. Wildey explained the lot was one of six lots that were once part of a campground from the 1970's and all six lots were connected to one septic system. In the past all of the lots had campers hooked up to the system, except for one, and no previous issues had occurred. He stated the homeowners of lot #4 want to add a small permanent cabin for occasional use and they had been made aware that if the system were to fail in the future they would be responsible to add a new private system on their lot.

Ms. Knipper stated the cabin would only be used occasionally and would not use the system more than in the previous years.

Mr. Heiser asked if the system had any previous issues. Mr. Wildey stated there had been no previous issues with the system other than a broken pipe that was replaced years ago.

Mr. Crum asked the approximate size of each of the six lots. Mr. Wildey stated each lot was approximately 1.4 acres, but over half of the lot could not be built on due to proximity to the river.

Mr. Brown made a motion to approve the variance to connect a small cabin to the existing septic system at 1067 Cobra Rd. Lot #4, Ohio Township (49-V-19). Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

**Reduction in Size of Private Water Storage Tanks within the Foundation of a Home- 1247 Binning Rd., Union Township (40-V-19)-** Ms. Nesbit stated David Slusher requested a variance to reduce the size of the previously approved private water cistern, which would hold 1,787 gallons of water, to two 500 gallon private water storage tanks and requested they be moved within the basement of his home at 1247 Binning Rd., Union Township (40-V-19). Staff recommended approval.

Mr. Slusher explained that after the variance approval in May to add a private water cistern to his home, Mother Nature flooded and washed away the portion of the property where the cistern was to be located. Due to the topography of the property no other option was found to store water other than to add water storage tanks into his basement. He stated the one bedroom one bathroom home, which would house one person, was built but had not been lived in due to not having access to water. Mr. Slusher explained without the Board's approval of this variance the newly built home would not be livable.

Mr. Crum made a motion to approve the variance to reduce the size of the previously approved private water cistern, which would hold 1,787 gallons of water, to two 500 gallon private water storage tanks and allow the tanks to be placed within the basement of the home at 1247 Binning Rd., Union Township (40-V-19). Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #9)

**Black Water Holding Tank Variance- 1320 Riverwalk Dr., Pierce Township (39-V-19)-** Ms. Nesbit reported Bryce Johnson requested a variance to install a black water holding tank at 1320 Riverwalk Dr., Pierce Township (39-V-19). Ms. Nesbit informed the Board that all the paperwork was in order; staff recommended approval.

Mr. Crum made a motion to approve the variance request to install a black water holding tank at 1320 Riverwalk Dr., Pierce Township (39-V-19). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #10)

**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 homeowner #8 had not yet moved in to their home.

1. Martin- 6138 St. Rt. 727, Wayne Township (51-V-18)
2. Padgett- 3511 Mullens Way, Pierce Township (12-V-19)
3. Allen- 3449 Hunter Creek Rd., Wayne Township (14-V-19)
4. Briscoe- 1656 Carey Ln., Stonelick Township (21-V-19)
5. Elwood- 6670 Bray Rd., Goshen Township (30-V-19)
6. Schneider- 4177 Amelia Olive Branch Rd., Batavia Township (31-V-19)
7. Davis- 2706 Indian Summer Dr., Tate Township (34-V-19)
8. Kennard- 7252 Thompson Rd., Goshen Township (11-V-19)

Mr. Crum made a motion to approve the extension request for the black water holding tank variance for homeowners #1 through #8. Mr. Heiser seconded the motion. The vote was all ayes; motion carried.

#### **ACTION ITEMS:**

**Acceptance of Resignation of Danielle Profitt as Medical Billing Specialist I in the Nursing Division-** Ms. Nesbit reported Danielle Profitt, Medical Billing Specialist I in the Nursing Division, submitted her resignation on July 24, 2019 to be effective that day. Ms. Nesbit requested the Board formally accept Ms. Profitt's resignation.

Ms. Nesbit stated in the short term she would leave the position vacant to consider budgeting and planning for the agency's future. In the meantime, she explained, two nurses would be trained to perform backup billing duties to help during times of need.

Mr. Brown made a motion to accept the resignation of Danielle Profitt effective July 24, 2019. Mr. Heiser seconded the motion. The vote was all ayes; motion carried.

**Approval of Promotion of Mackinzie Dickman to Registered Sanitarian I and Salary Increase-** Ms. Nesbit stated Mackinzie Dickman achieved her Registered Sanitarian certification and was eligible for a \$1,200 salary increase along with a promotion to Sanitarian I as outlined in her job offer.

Mr. Crum made a motion to approve a \$1,200 salary increase and promotion to Sanitarian I for Mackenzie Dickman effective August 26, 2019. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #11)

**First Reading of a Resolution Establishing Revised License Fees for Risk Levels I, II, III, and IV Food Service Operations or Retail Food Establishments; Vending Food Service; Temporary Food Service Operations or Retail Food Establishments; Mobile Food Service Operations or Retail Food Establishments; Food Service Operation or Retail Food Establishment Plan Reviews; Food Program Trainings; Individual Public Swimming Pools, Spas, or Special Use Pools; Government or Tax Supported School Swimming Pools, Spas, or Special Use Pools; Recreational Vehicle Parks; Recreation Camps; Combined Park Camps; Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park Camps; Tattooing, Body Piercing or Combined Body Art Establishments; Time-limited Tattooing, Body Piercing, or Combined Body Art Establishments; Tattooing, Body Piercing, or Combined Body Art Establishment Plan Reviews; Resident Camps; Water Sample Analysis; Rabies Clinic Vaccinations; Private Water System Reinspections; and Plumbing Variances Pursuant to Ohio Revised Code Section 3709.09 and 3709.21-** Ms. Nesbit stated that each year fees were required to be evaluated for all licensed Environmental Health programs to ensure the fees being charged were not more than the costs incurred to run the programs. The Ohio Administrative Code set forth a proscribed cost methodology based on the most recent fiscal year data so the 2020 proposed fees were based on 2018 data.

Ms. Stapleton completed the cost methodologies and presented fee summary documentation to the Board comprised of five handouts on the proposed fees. The first was the proposed fees for the food program and the second was the proposed fees for all other Environmental Health programs. The third sheet showed the fees over time, the fourth sheet showed fees over time graphs and the fifth sheet showed what the proposed fee would be with the state fee included. She explained small programs have a tendency to fluctuate more given the small number of facilities. Ms. Stapleton reminded the Board that a majority of the time worked by the Director of Environmental Health is calculated in overhead cost rather than direct program cost when the division is fully staffed.

Ms. Stapleton proposed the maximum allowable fee in most categories in order to attempt to recover costs. The fees for risk levels I, II, III and IV facilities would increase by 20.73% to 38.06%. She reminded the Board that vending fee increases, by law, were not to exceed the Consumer Price Index for the year so the 2020 fee could not increase more than 1.9%; however, the program realized a reduction in costs, therefore the fee would decrease by 12.32%.

Ms. Stapleton reminded the Board of changes made to the food plan review program from a 2017 QI project which subsequently provided a decrease in fees. Ms. Nesbit commended Ms. Vijayan and her staff for the progress made in the food plan review program.

Ms. Stapleton acknowledged the Serve Safe course and exam fees stayed the same from the previous year; however, the Person-In-Charge, Serve Safe retest, and Serve Safe exam only fees all increased for 2020. She stated the proposed training fees were in line with other like courses offered in other counties.

Ms. Stapleton reported in previous years more staff time was needed to assist Temporary Recreational vehicle parks, recreation camps, or combined park-camps. She explained Environmental Health staff worked diligently to stream line the process shortening their time spent

at each site, which overall caused a decrease of 46.98% in fees. Ms. Stapleton stated the decrease put the fee more in line with the previous 2016 through 2017 year fees.

Ms. Stapleton stated the cost methodology created a max new fee of \$569.14 for body art plan reviews but due to the low count of two facilities in the county in need of the plan review the max fee was determined to be too high. She proposed the 2020 body art plan review fee be set at \$250 to accommodate low count numbers.

Ms. Stapleton noted the addition of miscellaneous fees from divisions other than Environmental Health, like Plumbing variance and Private Water System reinspection fees, which were added to the resolution as they had not been previously adopted.

Overall, Ms. Stapleton projected a \$13,000 decrease to the agency's budget which was less than the previous two years. She stated the agency's cash reserves were still strong and felt the impact would be minimal to the agency.

The Board agreed with the proposal for all of the 2020 Environmental Health fees.

Ms. Nesbit held the first reading of the resolution establishing revised license fees for risk levels I, II, III, and IV food service operations or retail food establishments; vending food service; temporary food service operations or retail food establishments; mobile food service operations or retail food establishments; food service operation or retail food establishment plan reviews; food program trainings; individual public swimming pools, spas, or special use pools; government or tax supported school swimming pools, spas, or special use pools; recreational vehicle parks; recreation camps; combined park camps; temporary recreational vehicle parks, recreation camps, or combined park camps; tattooing, body piercing or combined body art establishments; time-limited tattooing, body piercing, or combined body art establishments; tattooing, body piercing, or combined body art establishment plan reviews; resident camps; water sample analysis; rabies clinic vaccinations; private water system reinspections; and plumbing variances pursuant to ohio revised code section 3709.09 and 3709.21. by title only.

Ms. Nesbit stated an open hearing to accept public comment on all of the proposed fees would be held at the September 11, 2019 meeting.

**Adoption of Resolution 13-19 Establishing a Sports Physical/Student Work Permit Physical Fee Pursuant to Ohio Revised Code Section 3709.09 and 3709.21.**- Ms. Nesbit stated she had a discussion with Ms. Lindner about adding services that would allow for more use of the nurse practitioner on staff. A need was found to add the option of sports physicals and student work permit physicals locally. Ms. Nesbit recommended a \$35 fee with a financial hardship discount for those families in need of assistance. Ms. Nesbit requested Resolution 13-19 Establishing a Sports Physical/Student Work Permit Physical Fee Pursuant to Ohio Revised Code Section 3709.09 and 3709.21 be adopted.

Mr. Brown asked how the agency planned to market the addition of offering physicals. Ms. Nesbit stated the agency would spread the word through local schools that physicals are available through Clermont County Public Health.

Mr. Crum asked if it was possible to schedule days to visits schools and offer physicals. Ms. Nesbit stated currently with one nurse practitioner on staff the agency did not have the resources to do major clinics in the schools.

Mr. Crum made a motion to approve the Adoption of Resolution 13-19 Establishing a Sports Physical/Student Work Permit Physical Fee Pursuant to Ohio Revised Code Section 3709.09 and 3709.21. Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #12)

**Approval of Contract with the Clermont County Sheriff's Office for Delivery of Delinquent Notices-** Ms. Nesbit stated the contract with the Sheriff's Office for delivery of delinquent notices expires on September 11, 2019. She indicated there would be no change in fees from the current contract. Ms. Nesbit requested the Board approve renewing the contract with the Sheriff's Office for delivery of delinquent notices effective September 12, 2019 through September 11, 2020.

Mr. Crum made a motion to approve renewing the contract with the Sheriff's Office for delivery of delinquent notices effective September 12, 2019 through September 11, 2020. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #13)

**Approval to Sign Contract with Medical Records Services, L.L.C.-** Ms. Nesbit reported she and Ms. Lindner met with a representative from Medical Records Services, L.L.C. to discuss the use of their services in providing assistance with the Health Insurance Portability and Accountability Act (HIPAA) compliance. She stated Medical Records Services provided HIPAA trainings each year to staff; this would reduce work hours for Ms. Lindner who typically spends time researching which trainings would be best for the agency. Additionally they provide assistance with policy development and tracking. Ms. Nesbit explained participation with Medical Records Services would provide assurance in compliance with HIPAA laws and show a good faith compliance effort. She stated other health agency's she contacted were pleased with the services they received from Medical Records Services, L.L.C. Ms. Nesbit stated the cost of participation with Medical Records Services, L.L.C. was \$3,500 per year but a discount would be applied that lowered the cost to \$3,150. Ms. Nesbit requested approval to sign the contract with Medical Records Services, L.L.C. for one year.

Mr. Crum made a motion to approve signing the contract with Medical Records Services, L.L.C. to provide assistance with the Health Insurance Portability and Accountability Act (HIPAA) compliance for one year. Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #14)

**Approval to Increase the 2019 Estimated Resources and Appropriations in Fund 7319 (Preventive Health Fund)-** Ms. Nesbit requested approval to increase the 2019 Estimated Resources and Appropriations in Fund 7319 (Preventive Health Fund) by \$11,628.00. This increase was a result of receiving hepatitis A outbreak response funds from the Ohio Department of Health.

Mr. Brown made a motion to approve to increase the 2019 Estimated Resources and Appropriations in fund 7319 (Preventive Health Fund) by \$11,628.00. The motion was seconded by Mr. Crum. The vote was all ayes; motion carried. (Attachment #15)

**Approval of Enterprise Fleet Management Fuel Program-** Ms. Nesbit stated she met with Enterprise Fleet Management, along with Mr. Kelly and Ms. Stapleton, to discuss next year's fleet and their fuel program. She explained the agency did not originally choose to participate in the Enterprise fuel program but continued billing issues and newly installed software issues with the county fleet program had prompted the agency to reconsider a switch. Ms. Nesbit explained the Department of Job and Family Services and the Clermont County Building Department participate in Enterprise's Fleet Management Fuel Program and were more than satisfied. They were able to

receive more detailed invoices from Enterprise that would allow for a reduction in the time spent calculating miles per gallons and processing invoices by Ms. Stapleton.

Ms. Nesbit stated over the past year the Department of Job and Family Services averaged \$2.37 per gallon and the Clermont County Building Department averaged \$2.35 per gallon with the Enterprise Fleet Management Fuel Program. She presented the Board with the average of \$2.27 per gallon that Ms. Stapleton calculated to be the average cost per gallon spent through the county garage. Ms. Nesbit explained the difference in cost per year to participate in Enterprise's Fuel Program was minimal compared to the amount of staff time that would be saved. She stated staff could fill up at any participating fuel station on their route instead of having to drive out of the way to fill up at the county garage. Ms. Nesbit explained details would need to be worked out in preparation of Enterprise's billing cycle but she felt the adjustment would be manageable for the agency. She explained each vehicle would have a charge card that would be used to refuel the vehicle. She also stated a discount would be given at Mobil gas stations when used to fill up and tax exemptions would still apply. Ms. Nesbit asked for approval of the Board to join the Enterprise Fleet Management Fuel Program.

Mr. Crum suggested staff education be provided to ensure the proper use of the Enterprise Fleet Management Fuel Program.

Mr. Crum made a motion to approve participation in the Enterprise Fleet Management Fuel Program. The motion was seconded by Mr. Brown. The vote was all ayes; motion carried. (Attachment #16)

**Adopt Resolution 14-19 Declaring Properties Public Health Nuisances-** Ms. Nesbit presented the addresses of twelve properties to be considered public health nuisances as stated on Attachment A and B of Resolution 14-19 Declaring Public Health Nuisances and Ordering Abatement of Nuisances at the identified properties.

Following a review and discussion, Mr. Crum made a motion to adopt Resolution 14-19 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. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #17)

**Approval of Board of Health Meeting Minutes for July 10, 2019-** Dr. Rickabaugh inquired if there were any additions or corrections to the minutes from the July 10, 2019 Board of Health Meeting. There were no additions or corrections.

Mr. Crum made a motion to approve the minutes for the July 10, 2019 Board of Health meeting. Mr. Heiser 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. Brown made a motion to pay the bills as presented. Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #18)



**DISCUSSION ITEMS:**

**Update on Hepatitis A Outbreak Response Funding Opportunity with the Ohio Department of Health-** Ms. Nesbit reported the total cost spent by the agency through June 30, 2019 on the hepatitis A outbreak response was \$134,869.84. She stated \$11,628 was received from the Ohio Department of Health based on the funding formula and \$28,053.36 was recuperated from insurance reimbursements. Ms. Nesbit explained the total cost to the agency for the hepatitis A outbreak response was \$95,188.48. She stated she shared the information with Dr. Acton at the Ohio Department of Health and Ms. Nesbit reported Dr. Acton was thankful to receive the information on our county's response totals. Ms. Nesbit was hopeful the information could be used in future funding discussions with the state.

**Update on the 2018 Financial Audit-** Ms. Nesbit reported she was informed by the Auditor of State that the 2018 financial audit submitted by Charles E. Harris & Associates, Inc. was not accepted. She explained Charles E. Harris & Associates, Inc. did not give the required components on budgetary comparisons of the agency's General Fund, Bioterrorism Grant Fund, WIC Administration Fund, or the Sewage Program in their opinion letter. Ms. Nesbit explained Charles E. Harris & Associates, Inc. needed to modify their report. She stated the changes did not impact the overall opinion and the agency did not need to submit any further documentation.

**Auditor of State Award-** Ms. Nesbit informed the Board that for the fifth year in a row the agency received the Auditor of state Award for Excellence in Financial Reporting. Ms. Nesbit thanked Ms. Stapleton, the Clermont County Auditor, and all staff for their diligent record keeping.

**100 Years of Public Health-** Ms. Nesbit reported she attended the 100 Years of Public Health Celebration at Hamilton County Public Health along with Dr. Rickabaugh, Mr. Heiser, Mr. Kelly, Ms. Lindner, and Dr. Kaya. She stated presentations were given by the Ohio Department of Health Director, Dr. Amy Acton and the Center for Disease Control Director, Dr. Robert Redfield. Ms. Nesbit explained the 100 Year Birthday for Clermont County Public Health was March 17, 2020. She stated a planning committee had begun discussing options for an event; however, the date in March is close to the yearly District Advisory Council meeting and the timing would have to be considered when planning an event.

**CDC Associate-** Ms. Nesbit stated the agency received the name of the public health associate the Center for Disease Control was providing. She explained if the associate accepted the position with the CDC she would hope to have them on staff by October 15, 2019.

**All Hands Newsletter/Performance Management Report-** Ms. Nesbit presented the All Hands Newsletter to the Board, which included the VMSG Performance Management Update. She explained the newsletter was replacing the All Hands meeting that was held in the mornings prior to opening the agency. Ms. Nesbit stated many staff members had difficulty with the schedule to attend the meetings and felt the newsletter would be better received.

**BOARD OF HEALTH EDUCATION:**

**Voice of Leadership: How Leaders Inspire, Influence and Achieve Results Presented by Tim Kelly, Assistant Health Commissioner-** At 8:10 PM, Mr. Kelly gave a presentation on the Voice of Leadership: How Leaders Inspire, Influence and Achieve Results to share with the Board his take away from the leadership training he attended. The presentation was followed by a brief discussion that concluded at 8:58 PM.


**EXECUTIVE SESSION:**

**Ongoing Employment of an Employee** - At 8:58 PM, Mr. Crum made a motion to enter executive session to discuss the ongoing employment of an employee. Mr. Brown seconded the motion. The vote upon roll was Dr. Rickabaugh, aye; Mr. Crum, aye; Mr. Heiser, aye; Mr. Brown, aye; motion carried.


At 9:37 PM, Mr. Crum made a motion to come out of executive session. Mr. Brown seconded the motion. The vote upon roll was Dr. Rickabaugh, aye; Mr. Crum, aye; Mr. Heiser, aye; Mr. Brown, aye; motion carried.


**ADJOURNMENT:**

Mr. Crum made a motion to adjourn the meeting at 9:37 PM. Mr. Brown seconded the motion. The vote was all ayes; motion carried.

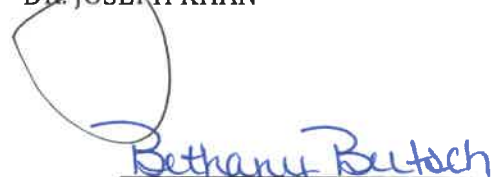
  
DR. JANET RICKABAUGH

  
ERIC HEISER

  
DENNIS BROWN

  
ANDREW CRUM

  
DR. JOSEPH KHAN

  
Respectfully Submitted