



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 12, 2020. 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.

Call to Order: Dr. Janet Rickabaugh, present Dr. Joseph Khan, present
Andrew Crum, absent 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; Kelly Shepherd, Director of Plumbing; Robert Wildey, Director of Water and Waste; Dr. James Kaya, Medical Director; Katrina Stapleton, Fiscal Officer; Bethany Bertsch, Administrative Assistant and others as listed on Attachment #1.

CONSENT AGENDA:

Ms. Nesbit stated a consent agenda had been prepared for the Board of Health and requested whether any Board Member wanted any items removed from the consent agenda for further discussion and consideration. No items were requested to be moved from the consent agenda. Ms. Nesbit recommended approval of the following consent agenda items:

1. **Variiances Black Water Holding Tank Extension Requests-** Recommendation to approve extending the variance for a black water holding tank for an additional month.
 - a. Schneider- 4177 Amelia Olive Branch Rd., Batavia Township (31-V-19)
 - b. Smith- 1928 Swings Corner Point Isabel Rd., Tate Township (2-V-20)
2. **Approval to Appoint Anna Bollin, Kathryn Elliott, Cynthia Fackler, Tori Labbato, Ashley Melton, LaChé Roach, and Samantha Zimmerman as Temporary Contact Tracer(s) in the Nursing Division-** Recommendation to appoint Anna Bollin, Kathryn Elliott, Cynthia Fackler, Tori Labbato, Ashley Melton, LaChé Roach, and Samantha Zimmerman as Temporary Contact Tracers in the Nursing Division for the COVID-19 response at the salaries listed on the salary sheets. (Attachments #2-8)
3. **Approval of Satisfaction of Mortgage for Roger Wofford-** Recommendation to approve satisfaction of mortgage for Roger Wofford, 6223 Branch Hill Guinea Pike as part of the Septic Rehabilitation Program. (Attachment #9)
4. **Bloodborne Infectious Disease Prevention Program Contract Amendment with Hamilton County Public Health-** Recommendation to approve the contract with Hamilton County Public Health for the Bloodborne Infectious Disease Prevention Program. (Attachment #10)
5. **Bloodborne Infectious Disease Prevention Program Contract Amendment with Mercy Health Clermont Hospital-** Recommendation to approve the contract with Mercy Health Clermont Hospital for the Bloodborne Infectious Disease Prevention Program. (Attachment #11)

6. **Approval of Contract with the Clermont County Sheriff's Office for Delivery of Delinquent Notices-** Recommendation to approve the contract with the Clermont County Sheriff's Office for the delivery of delinquent notices. (Attachment #12)
7. **Approval of Board of Health Meeting Minutes for July 8, 2020-** Recommendation to approve the minutes from the July 8, 2020 Board of Health Meeting.

Mr. Brown made a motion to approve consent agenda items #1 through #7. Mr. Heiser seconded the motion. The vote was all ayes; motion carried.

NON-CONSENT AGENDA:

Adoption of Resolution 10-20 Declaring Properties Public Health Nuisances- Ms. Nesbit presented the addresses of two properties to be considered public health nuisances as stated on Attachment A of Resolution 10-20 Declaring Public Health Nuisances and Ordering Abatement of Nuisances at the identified properties.

Following a review and discussion, Mr. Heiser made a motion to adopt Resolution 10-20 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. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #13)

Variances:

Black Water Holding Tank- 324 W. Poplar, Miami Township (18-V-20)- Ms. Nesbit reported Doug Scott requested a variance to install a black water holding tank at 324 W. Poplar, Miami Township (18-V-20). Ms. Nesbit informed the Board that all paperwork was in order; staff recommended approval.

Mr. Scott stated he had to be out of his current home by September 7, 2020. He indicated the variance request was made as a precaution in case the leach field could not be installed in time to move into the new home.

Mr. Brown made a motion to approve the variance request to install a black water holding tank at 324 W. Poplar, Miami Township (18-V-20). Mr. Heiser seconded the motion. The vote was Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried. (Attachment #14)

Connect a New Home to an Existing HSTS- 2550 Presley Ln., Wayne Township (17-V-20)- Ms. Nesbit reminded the Board that Michael Wall's variance request to connect a one bedroom pole barn apartment to the existing leach line system at 2550 Presley Ln., Wayne Township (17-V-20) was tabled at last month's meeting. She indicated the Board requested more information on the plans for the property from the homeowner and an update on the existing system from staff.

Mr. Wall stated his wife took a position as a travel nurse and most of their time throughout the year would be spent at other locations. He indicated he owned property along the Ohio River, which he could not leave his project vehicles and motorcycles while traveling due to potential flooding. Mr. Wall stated the pole barn would be constructed on the property with a small living space, bathroom, and shower. He planned to store his vehicles onsite and occasionally spend the night in the barn.

Mr. Wildey mentioned the existing system had no prior issues or concerns.

Mr. Heiser made a motion to approve the variance request to connect a one bedroom pole barn apartment to the existing leach line system located at 2550 Presley Ln., Wayne Township (17-V-20). Mr. Brown seconded the motion. The vote was Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried. (Attachment #15)

Black Water Holding Tank Extension Requests- 7252 Thompson Rd., Goshen Township (11-V-19)- Ms. Nesbit indicated the Board requested the presence of the homeowner at 7252 Thompson Rd., Goshen Township (11-V-20) during the July 8, 2020 meeting to review the variance extension.

Mr. Kennard stated when the construction closed on his home in October of 2019 it was discovered the builder had not acquired permits during the build, which halted the septic systems installation. Mr. Kennard indicated he had worked with Doug Disbennett, Water and Waste Sanitarian, and septic installers to complete the system install. However, weather prevented the install for many months. He stated he was currently trying to find an installer willing to complete the job over the next month. Mr. Kennard agreed to continue submitting pump tickets until the system was installed.

Mr. Brown made a motion to approve the extension request for the black water holding tank variance at 7252 Thompson Rd., Goshen Township (11-V-19). Mr. Heiser seconded the motion. The vote was Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried.

Approval to Increase the 2020 Estimated Resources and Appropriations in Fund 7301 (Environmental Fund)- Ms. Nesbit stated \$780,938.00 was awarded for the COVID-19 response; \$199,925.00 for COVID FY21, \$449,135.00 was received for contact tracing in FY20 and \$131,878 for contact tracing in FY21. Ms. Nesbit stated \$548,200.00 would be used to fund staff salaries, \$182,738.00 to fund benefits, and \$50,000.00 for purchased services. Ms. Nesbit requested approval to increase the 2020 Estimated Resource and Appropriations in Fund 7301 (Environmental Health) by \$780,938.00.

Mr. Heiser made a motion to approve the increase to the 2020 Estimated Resources and Appropriations in Fund 7301 (Environmental Health) by \$780,938.00. Mr. Brown seconded the motion. The vote was Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried.. (Attachment #16)

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 Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried. (Attachment #17)

DISCUSSION ITEMS:

Update on COVID-19- Ms. Nesbit reported to the Board eight new contact tracers were added to assist nursing staff during the upcoming fall season. She stated Ms. Vijayan and the Environmental Health Division were continuing to work with businesses and investigate citizen complaints pertaining to order violations. Ms. Nesbit indicated regular meetings were being held with county school district superintendents for the upcoming start of the school year. She stated a back to

school vaccination clinic would be held on August 29, 2020 for Clermont County school children. A discussion ensued on COVID-19.

Update on 2019 Financial Audit- Ms. Nesbit indicated the 2019 financial audit due date had been extended to August 31, 2020. She stated the independent auditor would be in the office next week to complete the report.

Staff Raise Proposal/Performance Evaluations- Ms. Nesbit reminded the Board of the budget presented last month with revenue decreases and the impact to the overtime budget. She indicated staff performance evaluations typically began in August and were completed by October to bring a raise proposal to the Board. Direction was requested of the Board on when to proceed with performance evaluations and a raise proposal. Ms. Nesbit suggested to postpone evaluations and any proposals until an evaluation of finances can be conducted in January 2021. She indicated Ms. Stapleton pulled a list of public health departments throughout the state which showed the amount of furloughs, layoffs, and the few counties that passed raises. She stated those that issued raises included unionized and levy funded departments. The Board agreed to postpone performance evaluations and raise proposals until 2021.

Issue with Vaccine Refrigerator- Ms. Nesbit stated a vaccine refrigerator experienced an issue with temperature instability overnight on July 29, 2020. She indicated the temperature dropped in approximately 20 minutes to a below range temperature. The incident was reported to the Ohio Department of Health (ODH) and many of the vaccines were found to be unusable. ODH determined the agency was not negligent and would not be financially liable for the cost of the lost vaccine. Ms. Nesbit reported the refrigerator was not being used and Mr. Kelly was working to have it repaired. She stated if the refrigerator could be repaired it would be used for COVID-19 vaccine overflow and retired after vaccination clinics end. Ms. Nesbit indicated the purchase of pharmaceutical grade refrigeration units would be considered in the future.

Quarterly Staff Newsletter- Ms. Nesbit presented the All Hands Newsletter to the Board which had a COVID-19 focus and an appreciation of staff's hard work during the pandemic.

EXECUTIVE SESSION:

At 7:18 PM, Mr. Brown made a motion to enter executive session to discuss the disciplinary action of an employee. Mr. Heiser seconded the motion. The vote upon roll was Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried.

At 7:40 PM, Mr. Heiser made a motion to come out of executive session. Mr. Brown seconded the motion. The vote upon roll was Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried.

ADJOURNMENT:

Mr. Brown made a motion to adjourn the meeting at 7:41 PM. Mr. Heiser seconded the motion. The vote was Mr. Brown, aye; Dr. Khan, absent; Mr. Heiser, aye; Mr. Crum, absent; Dr. Rickabaugh, aye; motion carried.



SECRETARY



RESPECTFULLY SUBMITTED