



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 September 9, 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, 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; 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)
 - c. Kennard- 7252 Thompson Rd., Goshen Township (11-V-19)
 - d. Scott- 324 W. Poplar, Miami Township (18-V-20)
2. **Approval to Appoint Jammie Whitton to the Full-Time Office Specialist I Position in the Administration Division-** Recommendation to appoint Jammie Whitton to the Full-Time Office Specialist I position in the Administration Division at the salary indicated on the attached salary sheet. (Attachment #2)
3. **Acceptance of Resignation of Bela Perler, Sanitarian I in the Environmental Health Division-** Recommendation to accept the resignation of Bela Perler, Sanitarian I in the Environmental Health Division effective August 14, 2020.
4. **Acceptance of Resignation of Cindy Fackler, Temporary Contact Tracer in the Nursing Division-** Recommendation to accept the resignation of Cindy Fackler, Temporary Contact Tracer in the Nursing Division effective August 18, 2020.
5. **Acceptance of Resignation of Samantha Zimmerman, Temporary Contact Tracer in the Nursing Division-** Recommendation to accept the resignation of Samantha Zimmerman, Temporary Contact Tracer in the Nursing Division effective August 17, 2020.
6. **Acceptance of Resignation of Eric Marsh, Temporary Contact Tracer in the Nursing Division-** Recommendation to accept the resignation of Eric Marsh, Temporary Contact Tracer in the Nursing Division effective September 9, 2020.

- 7. Approval of Termination of Ashley Melton, Temporary Contact Tracer in the Nursing Division-** Recommendation to approve the termination of Ashley Melton, Temporary Contact Tracer in the Nursing Division effective August 24, 2020.
- 8. Approval of Board of Health Meeting Minutes for August 12, 2020-** Recommendation to approve the minutes from the August 12, 2020 Board of Health Meeting.

Mr. Brown made a motion to approve consent agenda items #1 through #8. Mr. Crum seconded the motion. The vote was all ayes; motion carried.

NON-CONSENT AGENDA:

Variances:

Keep a Well for Agricultural Use- 2008 Bethel Maple Rd., Tate Township (19-V-20)- Ms. Nesbit stated Paul Daugherty requested a variance to retain wells for agricultural use at 2008 Bethel Maple Rd., Tate Township (19-V-20). Staff recommended approval.

Mr. Heiser asked if the wells were connected to a private water system. Mr. Daugherty stated the wells were not connected to a private water system. He indicated the wells were covered and secure; he also mentioned his willingness to comply with any requests from the Board.

Mr. Heiser made a motion approving the variance to keep wells for agricultural use at 2008 Bethel Maple Rd., Tate Township (19-V-20). Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #3)

Isolation Distance- 2294 Laurel Lindale Rd., Monroe Township (20-V-20)- Ms. Nesbit stated Janice and Gerandum Younts requested an isolation distance variance to replace a burnt home with a new home five feet from the septic tank at 2294 Laurel Lindale Rd., Monroe Township (20-V-20). Staff recommended approval.

Mr. Heiser asked if the home would be placed on a pad. Mr. Younts stated the new modular home would be placed on a foundation.

Dr. Khan asked if the home would be using the foundation of the previous home. Mr. Younts stated a new foundation would be poured for the new home.

Mr. Heiser made a motion to approve the isolation distance variance request to place a new home and foundation five feet from the septic tank at 2294 Laurel Lindale Rd., Monroe Township (20-V-20). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #4)

Connect a Room Addition to an Existing HSTS- 5661 Chestnut View Ln., Stonelick Township (21-V-20)- Ms. Nesbit stated Kevin and Leslie Daniel requested to convert the basement of their home to a mother-in-law suite and use the existing septic system at 5661 Chestnut View Ln., Stonelick Township (21-V-20). Staff recommended approval with caution on daily water use.

Mr. Brown made a motion to approve the variance request to convert the basement to a mother-in-law suite on the existing septic system with caution of daily water use at 5661 Chestnut View Ln., Stonelick Township (21-V-20). Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #5)

Acceptance of Resignation of Jackie Lindner, Director of Nursing in the Nursing Division- Ms. Nesbit informed the Board of Jackie Lindner, Director of Nursing's resignation which would be

effective September 25, 2020. Ms. Linder addressed the Board explaining her resignation and thanked them for the ability to serve the agency.

Ms. Nesbit indicated an internal posting had been made and an appointment to the position would be made quickly after interviews. She stated an appointment would be provided at next month's Board meeting and requested the Board accept the resignation of Jackie Lindner from the Director of Nursing position in the Nursing Division.

Mr. Crum made a motion to accept the resignation of Jackie Lindner from the Director of Nursing position in the Nursing Division effective September 25, 2020. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

Approval to Add Three Temporary Contact Tracer Coordinator Positions under the Director of Nursing and Update the Table of Organization- Ms. Nesbit stated the COVID-19 pandemic and contact tracing efforts had added more responsibilities to many in the Nursing Division. She requested approval to add three Temporary Contact Tracer Coordinator positions under the Director of Nursing to reduce some of the coordination responsibilities and allow nursing staff to return to more of their regular tasks. Ms. Nesbit indicated the positions would be filled by current contact tracers and new contact tracers would be hired to fill the vacancies. With approval of the three positions she also requested to update the Table of Organization to represent the change.

Mr. Crum made a motion to approve the addition of three Temporary Contact Tracer Coordinator positions under the Director of Nursing and update the Table of Organization. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

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; Individual Public Swimming Pools, Public 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 Service Establishments; and Resident Camps Pursuant to Ohio Revised Code Section 3709.09 and 3709.21- Ms. Stapleton reported the 2021 proposed food fees incorporated anticipated costs for food fees only, not all. Ms. Stapleton proposed not changing the food service plan review, Serve Safe, and body art plan review fees for 2021.

Ms. Stapleton presented a five page fee summary to the Board of the proposed 2021 Environmental Health fees. The first page was the proposed fees for the food program and the second was the proposed fees for all other Environmental Health programs that were changing. 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.

The fees for risk levels I, II, III and IV facilities would increase by 21.81% to 23.24%. She reminded the Board that vending fee increases, by law, were not to exceed the Consumer Price Index for the year of 2.3% and therefore, the fee was set at \$30.71. The temporary license fees were a flat rate that increased 23.81% to \$52.00 and the mobile license fees decreased 20.34% to \$94 for 2021.

Ms. Stapleton mentioned all non-food fees increased for 2021. She indicated swimming pool fees were increasing by approximately 15%. She reported recreational vehicle parks, recreation camps,

and combined park camps had an increase of 60.48% from \$167 last year to \$268 for 2021 and the per site fee remained \$3. An increase of 3.53% in fees for body art establishments changed the license fee from \$368 last year to \$381 for 2021. Ms. Stapleton stated resident camps for 100 plus occupant capacity, which includes only five camps in the county, was increasing by 27.50% to \$204. Since there are currently no less than 50 or 50 to 99 occupant camps, those proposed fees were based off a formula using the known 100 plus camps.

The Board agreed with the proposal for all of the 2021 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; Individual Public Swimming Pools, Public 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 Service Establishments; and Resident Camps 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 October 14, 2020 Board meeting.

Approval to Sign the FY2019 Audit Engagement Letter and Exit Conference Waiver- Ms. Stapleton reported the completed 2019 financial audit was received from the independent auditor, Charles E. Harris and Associates, Inc. She noted a new mechanism for measuring compliance with Sunshine Laws was provided and the agency received three out of four stars in the State Auditor's new star rating program. She had a few ideas of how to increase the agency's star rating for next year. Ms. Nesbit requested approval to sign the FY2019 Audit Engagement Letter and waive the post audit Exit Conference Waiver with Charles E. Harris and Associates, Inc.

Mr. Crum made a motion to approve the signing of the FY2019 Audit Engagement Letter and to waive the post audit Exit Conference Waiver with Charles E. Harris and Associates, Inc. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

Adoption of Resolution 11-20 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 11-20 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 11-20 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. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

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. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #9)

DISCUSSION ITEMS:

Update on COVID-19- Ms. Nesbit reported thirteen contact tracers had been working on disease investigations and contacting those exposed to COVID-19. She stated the temporary tracers had been doing well with the workload but she was looking forward to transitioning some to coordinators and posting for the addition of new temporary contact tracers. Ms. Nesbit indicated Ms. Vijayan's Environmental Health Sanitarian's continued to address complaints throughout the county. She stated the return to school had gone well and the agency would continue to work closely with the districts. Ms. Nesbit informed the Board the agency would begin planning for mass vaccination clinics and a representative from the Board would be requested for the planning committee. She stated multiple scenarios would be planned, including how to handle frozen vaccine packed in dry ice, how to plan clinics for multiple dose vaccines, and the possibility of having to mix vaccines on site before administering. Ms. Nesbit expected the first release of vaccinations to be administered to medial staff and first responders. She indicated drive-thru clinics would best meet social distancing requirements but in-patient clinics would also be planned for. Mr. Brown volunteered as the Board representative for the mass vaccination planning committee. A discussion ensued on COVID-19.

Update on In-service Day/ Employee Recognition 2020- Ms. Nesbit stated this year's in-service day, which was scheduled to be held on October 12, 2020, is canceled. She indicated social distancing would not be achievable with all staff members present. Ms. Nesbit stated the planning committee was not formed for the event due to time and workload constraints of staff during the pandemic. She mentioned the day would be treated as a regular work day unless there were trainings needed for COVID-19 response.

ADJOURNMENT:

Mr. Brown made a motion to adjourn the meeting at 7:21 PM. Mr. Crum seconded the motion. The vote was all ayes; motion carried.


SECRETARY


RESPECTFULLY SUBMITTED