



## **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 July 14, 2021. 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  
Andrew Crum, present  
Eric Heiser, present

Dr. Joseph Khan, present  
Dennis Brown, present

Others present included Julianne Nesbit, Health Commissioner; Tim Kelly, Assistant Health Commissioner; Robert Wildey, Director of Water and Waste; Maalini Vijayan, Director of Environmental Health; Dr. James Kaya, Medical Director; Bethany Bertsch, Administrative Assistant and others as listed on Attachment #1.

**CONSENT AGENDA:**

Ms. Nesbit stated a consent agenda was prepared for the Board and asked if any member wanted items moved to the non-consent agenda for further discussion and consideration. No members requested further discussion of items on the consent agenda. Ms. Nesbit recommended approval of the following items:

- 1. Variances Black Water Holding Tank Extension Requests-** Recommendation to approve extending the variance for a black water holding tank for an additional month.
  - a. Buskirk- 5051 Nature Trail, Union Township (4-V-21)
  - b. Tindle- 5511 Aviator Ave, Goshen Township (7-V-21)
- 2. Acceptance of Resignation of Jackie Lindner, Temporary Mass Vaccination Coordinator in the Nursing Division-** Recommendation to accept the resignation of Jackie Lindner, Temporary Mass Vaccination Coordinator in the Nursing Division, effective July 20, 2021.
- 3. Approval of the Cities Readiness Initiative Contract Renewal with Hamilton County Public Health-** Recommendation to approve the Cities Readiness Initiative Contract Renewal with Hamilton County Public Health for support of regional Cities Readiness Initiative Coordinator. (Attachment #2)
- 4. Approval of the Smoke-Free Ohio Contract with the Ohio Department of Health-** Recommendation to approve the Smoke-Free Ohio Contract with the Ohio Department of Health. (Attachment #3)
- 5. Approval of Subordination of Mortgage for Thomas and Lynn Segrist at 2512 State Route 133-** Recommendation to approve subordination of mortgage for Thomas and Lynn Segrist. (Attachment #4)
- 6. Approval of Board of Health Meeting Minutes for June 9, 2021-** Recommendation to approve the minutes from the June 9, 2021 Board of Health Meeting.

Mr. Brown made a motion to approve consent agenda items #1 through #6. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

**NON-CONSENT AGENDA:**

**Variances:**

**Keep a Well for Agricultural Use- 2320 Snyder Rd., Batavia Township (27-V-21)-** Ms. Nesbit stated Ellen S. Smith Trustee requested to keep a well found during a loan inspection for agricultural use at 2320 Snyder Rd., Batavia Township (27-V-21). Staff recommended approval.

Dr. Khan made a motion to approve keeping a well for agricultural use at 2320 Snyder Rd., Batavia Township (27-V-21). Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #5)

**Isolation Distance- 6551 Manila Rd., Goshen Township (28-V-21)-** Ms. Nesbit stated Deanna Manning requested an isolation distance variance for an above ground pool already constructed over a portion of the existing leach line system at 6551 Manila Rd., Goshen Township (28-V-21). Staff recommended disapproval.

Dr. Rickabaugh asked how much of the pool was placed over the leach lines. Mr. Wildey indicated the pool was approximately one foot over the system's last leach line.

Mr. Heiser asked if the pool was an above ground pool and if any concrete was installed under the pool. Ms. Manning replied no concrete was used to install the above ground pool.

Ms. Manning asked how to tell if the system was failing. Mr. Wildey stated sewage would be found bubbling to the ground's surface.

Dr. Rickabaugh asked what would be required of the homeowner if the system failed. Mr. Wildey indicated the damaged leach line could be capped off from the system and if it continued to fail a complete system replacement would be required.

Mr. Crum asked if leach lines could be added to the system. Mr. Wildey stated lines could not be added based on the current Ohio Department of Health regulations.

Mr. Heiser made a motion to approve the isolation distance variance for an above ground pool already constructed over a portion of the existing leach line system at 6551 Manila Rd., Goshen Township (28-V-21) with the contingency if the system were to fail the affected leach line would need to be capped; if the cap was not successful the system would need to be replaced by the homeowner. Mr. Crum seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

**Isolation Distance- 2650 Moore Rd., Tate Township (29-V-21)-** Ms. Nesbit stated Mark Kirker requested an isolation distance variance for a garage to be constructed five feet six inches from the gradient drain discharge pipe of the existing leach line system at 2650 Moore Rd., Tate Township (29-V-21). Staff recommended approval.

Mr. Crum made a motion to approve the isolation distance variance for a garage to be constructed five feet six inches from the gradient drain discharge pipe of the existing leach line system at 2650 Moore Rd., Tate Township (29-V-21). Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

**Connect a Room Addition to an Existing Household Sewage Treatment System- 4 to 5 bedrooms- 758 Wards Corner Rd., Miami Township (30-V-21)-** Ms. Nesbit stated Chad Alan and Amy Watkins requested approval for the addition of a second floor dormer to add a fifth bedroom on the existing leach field system at 758 Wards Corner Rd., Miami Township (30-V-21). Staff recommended approval.

Mr. Brown made a motion to approve the variance request for the addition of a second floor dormer to add a fifth bedroom on the homes existing leach field system at 758 Wards Corner Rd., Miami Township (30-V-21). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

**Approval to Sign the Prevention Services Memorandum of Understanding with Caracole, Inc.-** Ms. Nesbit reported the opportunity to offer hepatitis C and HIV testing at the Syringe Services Program at no cost to the agency, other than staffing, by partnering with Caracole, Inc. Details were still being worked out with Mercy Clermont for testing space since testing was required to be anonymous and confidentiality must be provided. Ms. Nesbit requested approval to sign the Memorandum of Understanding with Caracole, Inc. to provide hepatitis C and HIV testing.

Dr. Khan made a motion to approve signing the Memorandum of Understand with Caracole, Inc. to provide hepatitis C and HIV testing. Mr. Brown seconded the motion. The vote was all ayes; motion carried. (Attachment #9)

**Approval to Sign the Contract Extension Agreement with Charles E. Harris & Associates, Inc. and the Auditor of State-** Ms. Nesbit stated the opportunity was offered to extend the agency's contract with an independent auditor for an additional five years. After discussions with the Clermont County Auditor's Office, it was decided to request a three-year contract extension from the Auditor of State which would put the agency in sync with the county. Ms. Nesbit indicated the extension would allow for independent auditor packages to be put out to bid together. The Auditor of State was agreeable to the extension and Ms. Nesbit requested approval to extend the contract agreement with Charles E. Harris & Associates, Inc. for an additional three years.

Mr. Heiser made a motion to approve signing the Contract Extension Agreement with Charles E. Harris & Associates, Inc. for an additional three years. Dr. Khan seconded the motion. The vote was all ayes: motion carried. (Attachment #10)

**Approval of Personnel Policy Section 05.03 Holidays Update-** Ms. Nesbit stated President Biden declared June 19<sup>th</sup> an official federal holiday for Juneteenth and Governor DeWine followed; closing all state offices on Friday, June 18<sup>th</sup>, since the holiday fell on Saturday. She indicated the majority of local government offices were not made aware of the change until the evening of June 17<sup>th</sup>. The Board of County Commissioners met for an emergency meeting on Friday, June 18<sup>th</sup>, and declared the day a holiday moving forward. All county employees were granted a floating holiday that could be taken before the end of the year. Ms. Nesbit requested approval of the update to Personnel Policy Section 05.03 Holidays listing Juneteenth as a holiday moving forward following the same policy as other holidays if it falls on a weekend day and grant staff a floating holiday to be used by December 31<sup>st</sup>.

Mr. Brown made a motion to approve the update to Personnel Policy Section 05.03 Holidays to include Juneteenth and to grant permanent staff that were employed as of June 19, 2021 a floating holiday for 2021 to be used by December 31<sup>st</sup>. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #11)

**Adoption of Resolution 10-21 Declaring Properties Public Health Nuisances-** Ms. Nesbit presented the addresses of four properties to be considered public health nuisances as stated on Attachments A and B of Resolution 10-21 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 10-21 to declare the properties listed on Attachments 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 #12)

**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. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #13)

#### **DISCUSSION**

**Ohio Public Health Association Public Health Excellence Award-** Ms. Nesbit announced Keith Robinson, Communications Coordinator, was awarded the Ohio Public Health Association Excellence Award for his communications response during the COVID-19 pandemic. Ms. Nesbit thanked Keith for his continued hard work.

**Kelly Shepherd, Director of Plumbing, and Kevin Jester, Previous Director of Plumbing, Retirement Reception-** Ms. Nesbit informed the Board of Kelly Shepherd's official last day on August 31<sup>st</sup>. She stated a retirement reception was planned for August 12<sup>th</sup> from 2 pm to 4 pm in the large conference room of Permit Central and would include Kevin Jester since his reception was canceled last year due to COVID-19. (Attachment #14)

**Personnel Policy Section 04.10 Public Health Emergency Response (PHER) COVID-19-** Ms. Nesbit stated Section 04.10 Public Health Emergency Response (PHER) COVID-19 of the Personnel Policy was implemented to allow for ease of operations during COVID-19. She indicated the policy was set to end when the emergency declared by the Governor expired or until the Board of Health declared the expiration of the policy, whichever occurred later. Ms. Nesbit stated the agency was still running clinics, receiving grant funds to be able to cover the response, and seven temporary workers were still staffed by the agency to support the response. Ms. Nesbit recommended keeping the policy at least until December 31, 2021.

**Enterprise Fleet Update-** Mr. Kelly stated a meeting was held on June 1<sup>st</sup> to discuss the Enterprise Fleet vehicles currently in use by the agency. The values of the current vehicles had increased 43% over the past year. Mr. Kelly indicated the equity in the current fleet was approximately \$13,055 if turned in for new vehicles. After resale value review, it was determined the current Ford F-150's would be sold and replaced with 2021 RAM 1500's and the Nissan Altima's would be sold and replaced with 2021 Toyota Camry Hybrid Sedans. Both provided the best equity value for the agency. (Attachment #15)

#### **BOARD OF HEALTH EDUCATION:**

**COVID-19 Discussion-** At 7:16 PM, Ms. Nesbit opened a discussion on updates of COVID-19 to the Board of Health. Ms. Nesbit discussed ongoing vaccination clinic operations and variants that are occurring. The discussion concluded at 7:31 PM.

**EXECUTIVE SESSION:**

At 7:31 PM, Dr. Khan made a motion to monitor the progress of the 2020 financial audit. Mr. Brown seconded the motion. The vote upon roll was Mr. Brown, aye; Dr. Khan, aye; Mr. Heiser, aye; Mr. Crum, aye; Dr. Rickabaugh, aye; motion carried.

At 7:44 PM, Mr. Brown made a motion to come out of executive session. Dr. Khan seconded the motion. The vote upon roll was Mr. Brown, aye; Dr. Khan, aye; Mr. Heiser, aye; Mr. Crum, aye; Dr. Rickabaugh, aye; motion carried.

**Non-Consent Agenda (Continued):**

**Approval to Sign the Exit Conference Waiver with Charles E. Harris & Associates, Inc.-** Ms. Nesbit requested approval to accept the 2020 audit report and sign the Exit Conference Waiver with Charles E. Harris & Associates, Inc.

Dr. Khan made a motion to accept the 2020 audit report and approve signing the Exit Conference Waiver with Charles E. Harris & Associates, Inc. Mr. Heiser seconded the motion. The vote was all ayes; motion carried. (Attachment #16)

**ADJOURNMENT:**

Mr. Crum made a motion to adjourn the meeting at 7:50 PM. Mr. Brown seconded the motion. The vote was all ayes; motion carried.

  
SECRETARY  
RESPECTFULLY SUBMITTED