



Public Health
Prevent. Promote. Protect.

Fairfield Department of Health

FAIRFIELD DEPARTMENT OF HEALTH

MEETING MINUTES

Fairfield County Courthouse

Lancaster, Ohio 43130

February 10, 2016

3:00 P.M.

President Dave Petty called the Board of Health meeting to order at 3:00 p.m. Roll call was taken:

Roll Call: Tina Childers – Present
Charlie Engen – Present
Dr. Darryl Koop – Present
David Petty – Present
Jim Massey - Present

A quorum was established. The meeting began with the Pledge of Allegiance.

Staff Present: Larry Hanna, Administrator; Gwen Shafer, Nursing Director; Kathie Whitlock, Administrative Assistant; Jamie Ehorn, Fiscal Officer; Kelly Spindler, Environmental Director

Others Present – Tony House, Village of Baltimore; James Hochradel, Village of Baltimore; Don Morrison, Village of Baltimore; Ron Coulter, Village of Baltimore; Egmont Friedrich, homeowner; Roger Woods, homeowner; William VanAlmsick, homeowner; Beverly Kenney, homeowner; Janet Friedrich, homeowner; Mary Boring, Village of Thurston; Garry Boring, Village of Thurston; Steve Kenney, homeowner; Marilyn Waits, homeowner; Gwen Worley, homeowner; Gina Krasner, homeowner; Aaron Reed, Village of Thurston

Approval of Minutes – **Mr. Petty asked for a motion to approve the *January 13, 2016* meeting minutes. Tina Childers moved to approve the *January 13, 2016* meeting minutes as presented. Dr. Darryl Koop seconded the motion. The motion passed by four “aye’s” and 1 “abstained”.**

Environmental Report – The environmental report was submitted and filed appropriately in health department files. Kelly Spindler highlighted the report.

Environmental Division – The written report was submitted and filed appropriately in health department files.

Village of Baltimore Sewer Project – Recently the Village of Baltimore contacted the health department regarding a sewage line which was installed along Route 256. There were several homes within 200 feet of the sewer line. According to the ORC, Boards of Health are required, by law, to make homeowners tie into central sewage systems if they are within 200 feet of the line. Village officials requested that the homes on route 256 that are located within the required 200 feet be hooked into the central sewage

line. Homeowners attended a Board of Health meeting in December to discuss this with the board. Village officials were present at the meeting and stated that not only were the homeowners required to hook in to the central sewage system but at the same time, they would be moved to Baltimore water system and they would eventually become annexed to the Village of Baltimore. Homeowners were opposed to the additional requirements to hook in.

The homeowners were present today (February 10, 2016) to further discuss this issue. Boards of Health members stated that they were uncomfortable with the way that the Village of Baltimore presented this to the Board because annexing and requiring homeowners to use Baltimore water was included in the requirements. Homeowners gave their opinions on this matter and asked numerous questions. After discussing and answering questions the Board President asked for a motion.

Dave Petty asked for a motion. Tina Childers moved that properties that are within 200 feet of the Baltimore Sewage Line on Rt. 256 will have to hook into the Baltimore Sewage system only upon failure of their existing sewage system. Jim Massey seconded the motion. The motion passed by a unanimous voice vote.

Environmental Review Committee – The written report was submitted and filed appropriately in health department files.

Food Service – Mrs. Spindler discussed two food service facilities (Jolly Hoppers and Laser Tag) that are owned by the same person (Travis Patterson). This individual was selling food without a license. Mr. Patterson decided not to have food service items at Jolly Hoppers but he would like to serve food at Laser Tag. The Environmental Review Committee recommended that Mr. Patterson submit a completed facility review application. The owner submitted plans and they have since been approved. This situation will continue to be monitored.

Resolution 2016-05 – The purpose of Resolution 2016-05 is to grant a variance to waive the 10 foot isolation distance from the sanitary sewer easement and lot set back easement in OAC section 3701-29-06 (3)(a) for more room to install the leach field at [REDACTED]. Discussion ensued. **Mr. Petty asked for a motion. Tina Childers moved to approve Resolution 2016-05. Charlie Engen seconded the motion. The motion passed by a unanimous voice vote.**

Finance – The finance report was submitted and filed appropriately in health department files. Mrs. Ehorn highlighted the written report. The department is 8% of the way through 2016 and has collected 10.7% of the revenue while spending 10.9% of the budget. The transfers were listed on the financial statement. Mrs. Ehorn discussed the program funds.

Resolution 2016-02 - The purpose of Resolution 2016-02 is to memo expense the District Health Fund in the amount of \$2,467.92 for the OPERS payment to pay retirement for the two former employees now working at the Fairfield Community Health Center.

Resolution 2016-03 – The purpose of Resolution 2016-03 is to make a cash transfer to the Food Service Fund in the amount of \$14,600.00.

Resolution 2016-04 – The purpose of Resolution 2016-04 is to approve the annual appropriations. Discussion on the annual appropriations ensued.

Approval of Resolutions – **Mr. Petty asked for a motion. Dr. Darryl Koop made the motion to approve Resolution 2016-02 and Resolution 2016-03. Tina Childers seconded the motion. The motion passed by a unanimous voice vote.**

Approval of Resolution 2016-04 – **Mr. Petty asked for a motion. Jim Massey moved to approve Resolution 2016-04 (annual appropriation resolution). Dr. Darryl Koop seconded the motion. Mr. Petty asked for a Roll Call Vote;**

Roll Call:
Tina Childers – Aye
Charlie Engen – Aye
Dr. Darryl Koop – Aye
David Petty – Aye
Jim Massey – Aye

The motion passed with a unanimous roll call vote.

Approval of Financial Statement and Out-of-County Travel – **Mr. Petty asked for a motion to approve the Financial Report and Out-of-County Travel as presented. Tina Childers moved to approve the Financial Report and Out-of-County Travel as submitted. Dr. Darryl Koop seconded the motion. The motion was passed by a unanimous voice vote.**

Nursing Report – The written report was submitted and filed appropriately in health department files. Mrs. Shafer highlighted the written report. Mrs. Shafer reported on the pertussis outbreak. The number of outbreak reports is declining.

The Community Health Assessment (CHA) is being worked on. The surveys are currently being mailed out. The surveys will include children from birth to age 11.

The Ebola monitoring is slowing down but the Nursing Division is now dealing with the Zika Virus. They are discussing and making plans for the Zika Virus. The department has already received calls regarding the Zika Virus from travelers.

Mrs. Shafer stated that the Immunization and Children Family Health Services (CFHS) site visits went well. The CFHS grant period was extended until September.

Administrator's Report

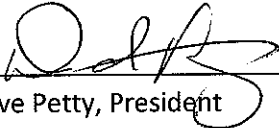
Accreditation Update – Mr. Hanna stated that Emily Franz is assisting the department with the accreditation efforts. So far we have paid her \$434.00 for her assistance with Accreditation. Mr. Hanna stated that the Public Health Accreditation Board has a new five (5) year fee schedule. The application fee is \$21,000.00 but an annual fee of \$8,400.00 is included; making the total over five years \$63,000.00.

The Director of the Ohio Department of Health (ODH) recently visited the health department. Director Hodge met with the Health Department Triad (Administrator, Nursing Director and the Environmental Director) to discuss the health department's progress on Accreditation. Mr. Hanna stated that ODH will soon be charging the health department for both email and internet services. This will begin in July and the cost is over \$13,000.00 per year. Mr. Hanna contacted Fairfield County IT personnel to see what the cost would be to have the County provide both email and internet services for the department.

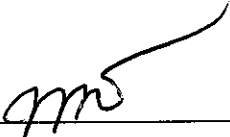
District Advisory Council (DAC) – The next DAC meeting will be held on March 7, 2016 at 7:00 p.m. The contract with the City of Lancaster will be presented and voted on. This contract is a two year contract (2017-2018).

Public Comments – There were no public comments noted.

Adjournment – There being no further business, the meeting adjourned at 3:55 p.m. p.m. on **motion by Tina Childers and seconded by Jim Massey. The motion passed by a unanimous voice vote.**



Dave Petty, President
Fairfield Department of Health



Mark Aebi, M.D., Secretary
Fairfield Department of Health