



Public Health
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Fairfield Department of Health

**FAIRFIELD DEPARTMENT OF HEALTH
MEETING MINUTES**

Fairfield Department of Health

Lancaster, Ohio 43130

May 11, 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: Dr. Mark Aebi, Health Commissioner; Larry Hanna, Administrator; Gwen Shafer, Nursing Director; Sheri Johnson, Clerical/IT/Records Specialist; Jamie Ehorn, Fiscal Officer; Kelly Spindler, Environmental Director; Jamie Ehorn, Fiscal Officer; Kevin Barlow, R.S.;

Others Present – No Public Participants were noted.

Approval of Minutes – Mr. Petty asked for a motion to approve the **April 13, 2016 meeting minutes**. Tina Childers moved to approve the **April 13, 2016 meeting minutes as presented**. Jim Massey 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 33% of the way through 2016 and has collected 42% of the revenue while spending 35% of the budget. The transfers were listed on the financial statement. Mrs. Ehorn discussed the program funds and reviewed the year to date balances.

Resolution 2016-13 – The purpose of Resolution 2016-13 is for the appropriation of unappropriated monies in the travel fund in the amount of \$100.00.

Resolution 2016-14 – The purpose of Resolution 2016-14 is for the appropriation of unappropriated monies in the salaries fund in the amount of \$3,000.00.

Resolution 2016-15 – The purpose of Resolution 2016-15 is to memo expense the District Health fund in the amount of \$2,504.29. This expense is due to OPERS requiring the health department to pay retirement for two former employees now working at the Fairfield Community Health Center.

Approval of Resolutions – **Mr. Petty asked for a motion. Tina Childers moved to approve Resolution 2016-13, Resolution 2016-14 and Resolution 2016-15. Jim Massey seconded the motion. The motion passed by a unanimous voice 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. Jim Massey moved to approve the Financial Report and Out-of-County Travel as submitted. Tina Childers 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 discussed the Zika Virus. Mrs. Shafer and Mrs. Hanna will be attending a Community Forum at Fairfield Medical Center to discuss the Zika Virus. Mr. Hanna and Mrs. Shafer will be visiting Township and Village meetings to address Zika and the environmental components (mosquitoes and standing water).

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

Update on Tarlton Sewage Project – The Board of Health previously discussed the Earnhart Hill Regional Water and Sewer District sanitary sewer system at the August 12, 2010 board meeting. A resolution was passed requiring homeowners who have off-lot discharging aeration systems to hook into the Earnhart Hill Regional Sewer System by December 31, 2012. Homeowners who had on lot soil based systems were given until December 31, 2015 to hook up. In total there were 17 homeowners who were affected by this. Mr. Hanna got in touch with Earnhart Hill and was told that, as of this date, only six homeowners have connected. Discussion ensued. After discussion, **Mr. Petty asked for a motion. Jim Massey moved that the existing resolution will be amended to give the remaining homeowners more time to connect, a letter will be sent to the homeowners informing them of the board's decision. The resolution will be presented at the June Board of Health meeting. Charlie Engen seconded the motion. The motion passed by a unanimous voice vote.**

Update on Lida Ward property – This situation was sent to the Prosecutor and went to court. Mrs. Ward was given time to clean up the property. The health department will have to wait on another complaint before proceeding with this situation.

Administrator's Report

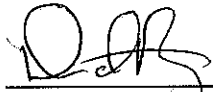
Zika Grant – Mr. Hanna discussed the grant for the Zika Virus. The department applied for the grant in the amount of \$19,700.00. The funding will be used to hire a part-time technician for testing areas for larva and then treating. The City of Lancaster has mosquito foggers and it was suggested that we could contract with them to use their equipment if needed.

Accreditation – Mr. Hanna and Mrs. Shafer attended the Accreditation Learning workshop on May 9th.

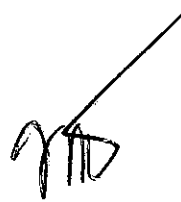
Public Health Emergency Preparedness – The PHEP grant was cut \$4,726.00. There have been several cuts made in programs already. We will need to either cut programs or remove these programs from the General Fund. If the Zika Grant is awarded we could possibly offset this loss with Zika funding.

Public Comment – No public participants were noted.

Adjournment – There being no further business, the meeting adjourned at 4:00 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