



**Public Health**  
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Fairfield Department of Health

## BOARD OF HEALTH RECORD OF PROCEEDINGS

Fairfield Department of Health  
Minutes of the Board of Health  
July 12, 2017 at 3:00 P.M.

**Meeting Location:** Fairfield Department of Health, Conference Room, Lancaster, Ohio

**Call to Order:** President Pro-Tempore Tina Childers called the Board of Health meeting to order at 3:00 p.m.

### Board Members Present

Paul Martin, (Alternate, Licensing Council)  
Dr. Steven Kapetansky  
Brian Oliver  
Tina Childers

### Board Members Absent

Charlie Engen (Licensing Council)  
David Petty

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

### Staff Present

Larry Hanna, Administrator; Kathie Whitlock, Administrative Assistant; Jamie Ehorn, Fiscal Officer; Gwen Shafer, Nursing Director; Kelly Spindler, Environmental Director; Brandon Atwood, R.S.

### Others Present

Joshua Horacek, County Prosecutor

### Approval of Minutes

**Brian Oliver moved to approve the June 14, 2017 meeting minutes as presented. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**

### Environmental Report

The environmental report was submitted and filed appropriately in health department files. Mrs. Spindler highlighted the written report.

Resolution 2017-32 – The purpose of Resolution 2017-32 is to refer Robert Winter, 11115 Creek Road, Amanda, to prosecution for failure to comply with Fairfield County General Health District Comprehensive Solid Waste Regulations Part 1, Section 4: *“No person shall permit, cause, dump, deposit, or allow to remain on any property owned, occupied, leased, or otherwise controlled by such person, the accumulation of solid waste, garbage, construction and demolition waste, salvage material, recyclable material, brush, junk, tires, or other regulated waste in such quantities to constitute a public health nuisance”*

and for failure to comply with Ohio Revised Code 3707.01: *"The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupant, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein, and prosecute such persons for neglect or refusal to obey such order."*

**Paul Martin moved to approve Resolution 2017-32. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**

Resolution 2017-34 – The purpose of Resolution 2017-34 is to grant a variance for the addition of a dining room at 4517 Delmont Road, Lancaster, Ohio, to waive the 10 foot isolation distance from the soil absorption component as stated in OAC section 3701-29-06(G)(3)(a). **Brian Oliver moved to approve Resolution 2017-34. Paul Martin seconded the motion. The motion passed by a unanimous voice vote.**

Rabies Policy - Mrs. Spindler presented the Rabies Program Policy/Procedure. The Rabies Control Regulations were updated. Section 6 was changed to read "The Health Department will notify the dog warden of all dog bites if not already received by them. If the dog is deemed vicious by the dog warden or if the sanitarian can verify if it is a dog's second bite, the Health Department will notify the prosecutor. Discussion ensued on whether the health department and dog warden share information through a data base. The information received is shared through email or telephone.

**Approval of Environmental Review Committee Report – Paul Martin approved the Environmental Report and Recommendations as presented. Dr. Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**

1312 Winding Oak Street – This issue with Mr. Hivnor's septic system was discussed at the June Board of Health meeting. At that meeting, the board asked for three estimates. The board had indicated that they would pay for the system at the June meeting. Mrs. Spindler presented the three estimates.

Mr. Hanna introduced Joshua Horacek, Prosecutor. Mr. Horacek stated that he and his staff reviewed this situation and the conclusion was that there is no legal liability on the part of the board to pay for this system. The moral responsibility is for the Board of Health to determine. The Board of Health needs to determine if it is a proper use of public funds. He suggested that the board put steps in place for the next time this comes up. The board should put a procedure in place so any complaints can be filtered up the chain in a timely manner. A lengthy discussion ensued.

Tina Childers moved to accept the lowest bid and get this taken care of and from now on place more accountability on the homeowners. The motion died for a lack of a second.

**Dr. Steven Kapetansky made the motion that the Health Department cut a check to Mr. Hivnor in the amount of the lowest bid presented (\$4,750.00) in exchange for him signing a release of liability form which will be drafted up by the County Prosecutor. Mr. Hivnor will purchase his own permits. Brian Oliver seconded the motion. The motion passed by a unanimous voice vote.**

### **Finance Report**

The written report was submitted and filed appropriately in health department files. Mrs. Ehorn highlighted the written report. The department collected 62% of our revenue, while spending 57% of our budget.

Resolution 2017-28 – The purpose of Resolution 2017-28 is to memo expense the amount of \$654.14 for the OPERS fund for the carryover employee working at the Fairfield County Community Health Center

Resolution 2017-30 – The purpose of Resolution 2017-30 is for the appropriation of unappropriated monies and to amend the Certificate of Estimated Resources and update the Receipt Line for the WPCLF grant in the amount of \$31,000.00.

Resolution 2017-31 – the purpose of Resolution 2017-31 is for a cash advance in the amount of \$1,600.00 from the District Health fund to the Maternal and Child Health fund.

**Approval of Resolutions – Paul Martin moved to approve Resolution 2017-28; Resolution 2017-30 and Resolution 2017-31. Dr. Steven Kapetansky seconded the motion.**

### Miscellaneous

- Mrs. Ehorn discussed the invoices paid in June over \$3,000.00
- The cash balance as of June 30, 2017 for all programs is \$1,471,343.16. District Health (not including WPCLF) is \$911,207.20
- The audit results were received and there was no findings and no recommendations.

**Approval of Financial Report – Dr. Steven Kapetansky moved to approve the Financial Report as presented. Brian Oliver seconded the motion. The motion passed by a unanimous voice vote.**

**Approval of Out-of-County Travel – Paul Martin moved to approve the out-of-county travel as presented. Brian Oliver seconded the motion. The motion 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. She discussed recent TB cases. She stated that the nursing division staff continues to work on grants.

**Approval of Help Me Grow Contract – Mrs. Shafer explained that this is a renewal contract with no changes. Tina Childers moved to approve the contract with Community Action Agency for the Help Me Grow contract. Paul Martin seconded the motion. The motion passed by a unanimous voice vote.**

**Approval of Ohio Pharmacy Service Center Contract – Mrs. Shafer stated that this is a renewal contract with no changes. Tina Childers moved to approve the contract with Ohio Pharmacy Service Center. Paul Martin seconded the motion. The motion passed by a unanimous voice vote.**

**Administrator's Report**

OPEC HC Insurance - Mr. Hanna has been working on Health Insurance due to recent changes. In June, the OPEC HC board dropped the Jefferson Health Care Coalition. Jefferson Health Care Coalition was in an \$11 million deficit; since the health department is a part of the consortium, we will owe a part of the deficit. The Health department's portion could be \$125,000.00 or more. Mr. Hanna stated that the health department's Insurance Committee will be meeting soon and will reach out to other brokers and investigate other insurance options.

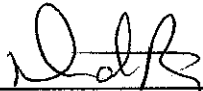
Approval to Advertise for Nursing Position – Mr. Hanna asked for approval to advertise in September for the nursing position. **Tina Childers moved to approve posting for the nursing position in September. Dr. Steven Kapetansky seconded the motion. The motion passed by a unanimous voice vote.**

Public Comment

There were no public participants present.

Adjournment

The meeting adjourned at 4:30 p.m. on **motion by Tina Childers and seconded by Dr. Steven Kapetansky. The motion passed by a unanimous voice vote.**



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Tina Childers, President Pro-Tempore  
Fairfield Department of Health



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