

**Clermont County General Health District
Board of Health Meeting**

The monthly meeting of the Clermont County Board of Health was held on April 8, 2009. James Hansbauer, President, called the meeting to order at 7:30 p.m. Mr. Hansbauer led the Board members and guest in the Pledge of Allegiance.

Roll call: James Hansbauer, present Dr. William Miller, present
 Dr. Janet Rickabaugh, present Andrew Crum, present
 Larry Cadwallader, present

Others present included: Marty Lambert, Health Commissioner; Julianne Nesbit, Assistant Health Commissioner; Kevin Jester, Director of Plumbing; Deena Elliott, Director of Nursing; Robert Wildey, Director of Water & Waste; Rob Perry, Director of Environmental Health; Donna Hart, Administrative Assistant; and others as listed on Attachment #1.

Reorganization of Board – Mr. Hansbauer relinquished the Chair to Ms. Lambert. Ms. Lambert asked for nominations for the position of President of the Board of Health. Mr. Cadwallader made a motion to elect James Hansbauer to the position of President of the Board of Health. The motion was seconded by Dr. Rickabaugh. There were no other nominations. The vote on the motion was all aye. Mr. Hansbauer was elected to the position of President of the Board of Health.

Ms. Lambert returned the Chair to Mr. Hansbauer. Mr. Hansbauer asked for nominations for the position of Vice President of the Board of Health. Dr. Rickabaugh made a motion to elect Andrew Crum to the position of Vice-President of the Board of Health. The motion was seconded by Mr. Cadwallader. There were no other nominations. The vote on the motion was all aye. Mr. Crum was elected to the position of Vice-President of the Board of Health.

Blackwater Holding Tank Request & Extensions - (#1) - Ms. Lambert noted that paperwork for homeowner #1 was in order and recommended the Board approve the blackwater holding tank renewal request for: 1) Callahan - 6897 Goshen Road, Goshen Township (31-V-03)

Mr. Cadwallader made a motion to grant a 1 month extension for the blackwater holding tank renewal #1. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. The homeowner will receive a letter indicating the terms and conditions of the variance renewal.

New Blackwater Holding Tank Variance Requests – Ms. Lambert reported that the homeowners requesting approval to use a blackwater holding tank were present and all required documentation had been submitted. She recommended the Board approve a new blackwater holding tank variance request for 1687 Swope Road and 107 Green Falls Drive.

Dr. Rickabaugh made a motion to grant a blackwater holding tank variance for 1687 Swope Road, Tate Township (3-V-09) and 107 Green Falls Drive, Franklin Township (2-V-09). The motion was seconded by Dr. Miller. The vote was all aye, motion carried. The homeowners were given a letter indicating the terms and conditions of the approval, including a reminder that all homeowners must obtain a temporary occupancy from the Building Department before they occupy their new home. Ms. Lambert also stressed to the homeowners that from this date forward they must attend the Board of Health meeting each month

until their system has been installed, inspected and has received a “yellow tag”. In addition, if they are occupying their home, they must bring a copy of the pump ticket(s) to the meeting to verify the blackwater holding tank is being pumped every month.

New Business

1. Personnel Issues – a) Executive Session: It was the consensus of the Board to table Executive Session until later in the meeting.

b) Senior Nursing Student Placement – Ms. Lambert informed the Board that the University of Cincinnati had requested the Health District host a nursing student from UC Clermont as part of the student’s study requirements. She stated she had signed the placement agreement and the student would start the week of April 13th. Ms. Lambert noted she felt it was important to show support for UC Clermont and its students.

c) Notification of Contract Termination – Ms. Lambert informed the Board she had received a notice from Dr. Halvonik stating he was terminating his contract for services with the Health District, effective May 8, 2009. She related that prior to receiving Dr. Halvonik’s notice she had been investigating the possibility of contracting with Hamilton County Public Health for TB services. However, in light of Dr. Halvonik’s request to terminate his contract, the discussions with Hamilton County will be hastened. Ms. Lambert noted she had sent a draft contract to the Prosecutor’s Office for review and requested the Board grant approval to sign the contract with Hamilton County Public Health for TB services, contingent on the Prosecutor’s approval. She noted that Dr. Kaya was willing to assist the Nursing Division in the interim if needed.

Dr. Miller made a motion to grant approval for the Health Commissioner to sign the agreement with Hamilton County Public Health to provide TB services to Clermont County. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried.

2. Proposed Agreement with Mature Services, Inc. – Ms. Lambert requested the Board agree to proceeding with an agreement with Mature Services, Inc., to place an individual in a clerical position in the Nursing Division. She noted she had briefly discussed working with Mature Services in December. Ms. Lambert explained the group works to place low income adults over the age of 55 in non-profit or government agencies, for up to one year, in order for them to receive job training and experience. She stated the individual would work 20 hours per week and compensation and worker’s comp issues would be covered by Mature Services. The Health District would pay for a background check and pre-employment physical. The Health District’s liability insurance would cover any liability issues that may arise, similar to the coverage it provides for volunteers. The Health District has the ability to interview and select a candidate and can also terminate the placement if the individual does not work out for any reason.

Following a discussion of the request, Dr. Miller made a motion to enter into an agreement with Mature Serviced, Inc., for an individual to work in a clerical position with the Nursing Division The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

3. Emergency Work at Home Policy – Ms. Lambert presented the revision to the Emergency Work at Home Policy which further clarifies that Worker’s Compensation coverage only applies to activities that

are directly work related when an employee is working at home. She noted that the Prosecutor's Office had reviewed the revision and felt it was adequate to cover the Worker's Comp issue.

Following a review of the revision, Dr. Rickabaugh made a motion to adopt the revised Emergency Work at Home Policy as presented. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #2)

4. Request to Board of County Commissioners to Participate in County Benefits Plan - Ms. Lambert reported that her preliminary comparison of the County's benefit plan versus the Health District's benefit plan indicated there were some differences but most Health District employees would not see a significant change in benefits. She noted that although some employees would likely see an increase in premium since the county does not offer employee/spouse and employee/child, only single and family, some employees would see a lower premium. Ms. Lambert stated she felt being a part of a large group would be of benefit and could potentially result in a sizable savings on the premiums paid by the Health District. She requested the Board formally submit a request to the Commissioners to join the County's benefit plan.

Dr. Rickabaugh made a motion to sign and submit a formal request to the Board of County Commissioners for the Health District employees to join the County's benefit plan. The motion was seconded by Mr. Crum. The vote was all aye, motion carried. (Attachment #3)

5. Memorandum of Understanding with OHD for Lead Case Management - Ms. Lambert requested the Board approve the Memorandum of Understanding renewal with OHD for Lead Case Management. She related that although there were very few lead cases in Clermont County, it was important for the Health District to be involved to be sure a child received appropriate treatment.

Mr. Crum made a motion to approve the renewal Memorandum of Understanding with Ohio Department of Health for Lead Case Management. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #4)

6. Memorandum of Understanding with OHH for Manufactured Home Installation Inspections - Ms. Lambert requested the Board approve the Memorandum of Understanding renewal with Ohio Department of Health for manufactured home installation inspections within manufactured home parks. She noted that the Plumbing Division staff assumed these inspection duties of in the summer of 2008 and were doing an excellent job of managing the program. Ms. Lambert noted the Health District had just received notification of changes in the reporting requirements for the program and the effects of these changes would be assessed before the next renewal date.

Mr. Cadwallader made a motion to approve the renewal Memorandum of Understanding with Ohio Department of Health for manufactured home installation inspection in manufactured home parks. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #5)

7 & 8. Resolution for 2010 CDBG Application and 2101 CDBG Application - Ms. Lambert requested the Board approve the resolution for the 2020 CDBG application and approve submitting a CDBG application in the amount of \$150,000 for the Septic Rehab Program.

Dr. Rickabaugh made a motion to approve Resolution 5-09 authorizing submittal of an application for Community Development Block Grant funds to the Board of Clermont County Commissioners and to approve submitting the grant application. The motion was seconded by Dr. Miller. The vote was all aye, motion carried. (Attachment #6)

9. Approval to Proceed with Applying for Stimulus Funds from ODH/OEPA - Ms. Lambert informed the Board there was a possibility the Health District may be able to access a portion of the Federal stimulus money the State was to receive which is targeted for septic system repairs. She noted that although the details are not yet available, she hopes it will be possible to use this money in conjunction with CDBG money and repair a larger number of failing systems. Ms. Lambert stated she would propose the Health District use the current CDBG process as a guide in order to meet the ODH/EPA requirements and get the systems completed within the current construction season. She requested the Board approve proceeding with the necessary submissions as soon as the information becomes available.

Dr. Rickabaugh made a motion to grant approval for the Health Commissioner to proceed with the necessary submissions to ODH/OEPA for application for Federal stimulus funds to be used for septic system repairs. The motion was seconded by Dr. Miller. The vote was all aye, motion carried.

10. 2nd Reading of Resolution for Revised High Weeds Section of Nuisance Regulation – Ms. Lambert conducted the 2nd reading of the resolution revising Section 8 – Miscellaneous of Public Health Nuisance Regulation 6-04 and renumbering the regulation to correspond to the Health District’s revised 2008 numbering sequence. She noted that no comments had been received regarding the proposed revisions.

11. Approval to Apply for Channing Bete Community Outreach Grant – Ms. Lambert requested the Board approve applying for a \$750 mini-grant from Channing Bete. If awarded, the money would be spent to purchase nutritional pamphlets from Channing Bete to be used in coordination with the Obesity Grant.

Mr. Crum made a motion to approve submitting an application to Channing Bete for a \$750 mini-grant to be used to purchase pamphlets. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

12. Residential Plumbing Adjudications - Ms. Lambert informed the Board that the Health District staff had been working with the Building Department in an effort to clear up old permits. She noted that the majority of these permits were for additions, remodels, etc., where a permit was taken out and one or two inspections were completed but there had never been a final inspection. Although attempts have been made to contact the permit holders by phone, mail, and visits to the property, they are not cooperating with getting the permits closed. Ms. Lambert reported that under the adjudication process the permit holders will be given a 30-day notice to comply with the conditions of their permit or they could choose to request a hearing before the Board to present information on why they should be allowed to deviate from the Plumbing Code and conditions of their permit. She stated she wanted the Board to be aware of the initiation of the adjudication process for non-compliant permit holders. No action was required on the Board’s part at this time.

Approval of Minutes

Mr. Hansbauer asked if there were any additions or corrections to the minutes of the March Board of Health Meeting. There were no additions or corrections.

Mr. Cadwallader made a motion to approve the minutes of the March 11, 2009, Board of Health meeting. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried.

Payment of Bills – Ms. Lambert presented the Health District’s bills for the Board’s consideration. Following the Board’s review, Mr. Crum made a motion to pay the bills as presented. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried. (Attachment #7)

Amended Certificate/Additional Appropriation for the WIC Fund – Dr. Rickabaugh made a motion to approve an amended certificate and additional appropriation in the amount of \$3,800 for the WIC Fund. The motion was seconded by Mr. Crum. The vote was all aye, motion carried. (Attachment #8)

OLD BUSINESS

1. Public Health Nuisances/Code Violations- Ms. Lambert presented the addresses of 8 properties to be considered as public health nuisances/code violations.

Following a review of the files, Dr. Miller made a motion to declare the 8 properties listed on Attachment #9 public health nuisances/code violations and if corrections are not made within the allotted time, to refer the cases to the Health District’s legal counsel for appropriate action. The motion was seconded by Dr. Rickabaugh. The vote was all aye, motion carried. (Attachment #9)

2. Update on I & I Inspections – Ms. Lambert reported she had received a proposal from John McManus regarding contracting for assistance from the Health District’s plumbing inspectors in conducting I & I (infiltration & inflow) inspections. She noted the Sewer District was willing to pay for up to 664 hours for I & I inspections by plumbing inspectors during the time period of May 2009 through May 2010. Ms. Lambert will proceed with entering into an agreement and establishing guidelines and arrangements for the I & I inspection work to be completed by Health District plumbing inspectors.

3. Update on Jackson Township Housing Complaint – Ms. Lambert reported that Joe Speeg, Jackson Township Trustee, had called on Monday, April 6th, and reported that a large dumpster had been delivered to the property on Friday and on Saturday the garbage on the property was cleaned up. She noted it was unclear who had initiated the cleanup but the nuisance situation was abated and letters had been mailed to all parties informing them they did not have to attend the Board meeting to explain why the nuisance should not be abated by the Health District.

4. Workplace Smoking Hearing - Ms. Lambert informed the Board the Workplace Smoking Hearing would be held as scheduled on April 29th at 9:00 a.m. in the large conference room at Permit Central. She noted the owner of the establishment had verbally confirmed he would be in attendance at the hearing.

Personnel Issues:

Executive Session – At 8:03 p.m., Dr. Rickabaugh made a motion to go into Executive Session to discuss

personnel issues. The motion was seconded by Mr. Cadwallader. The vote was all aye, motion carried.

At 8:15 p.m., Dr. Miller made a motion to return to regular session. The motion was seconded by Mr. Crum. The vote was all aye, motion carried.

There was no further discussion of personnel issues addressed in Executive Session.

Other Information:

a) Mr. Crum suggested the Health District work to “go green” wherever possible. Ms. Lambert turned the suggestion over to Rob Perry, Director of Environmental Health, for follow-up.

b) Ms. Lambert reported the Health District had joined the Greene County Tobacco Coalition in 2008 and the coalition was conducting smoking cessation classes at the Union Township Civic Center April 15th through May 20th. The classes are free and participants can receive free nicotine replacement therapy items. She noted there was no cost involved for the Health District – the only obligation was to support the coalition efforts.

c) Ms. Lambert noted the Licensing Council Meeting was scheduled for Wednesday, April 22nd at 5:00 p.m., at Permit Central.

ADJOURNMENT

Dr. Miller made a motion to adjourn the meeting at 8:30 p.m. The motion was seconded by Mr. Crum. The vote was all aye, motion carried.

JAMES HANSBAUER, PRESIDENT

ANDREW CRUM, V-PRESIDENT

DR. WILLIAM MILLER

LARRY CADWALLADER

DR. JANET RICKABAUGH

Respectfully Submitted
