

Geauga County General Health District
Board of Health Meeting Minutes
January 24, 2013, 7:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. Timothy Goergen, President Pro-Tempore, called the monthly meeting of the Geauga County Board of Health to order at 7:00 p.m.

Board members present: Mr. Timothy Goergen, Mrs. Christina Livers, and Mr. David Gragg, Dr. Janet O'Hara and Mr. J. David Benenati and were not present.

Staff members present: Robert Weisdack, Health Commissioner, Dan Mix, Personal Health Services Director and Michael Tusick, Registered Sanitarian.

Others present: Jim and Debbie Nemecek were also present.

II. Pledge of Allegiance

Mr. Goergen asked everyone to stand and recite the Pledge of Allegiance.

III Approval of Minutes

The minutes for December 17, 2012 were tabled. There were not enough members to approve.

IV. Current Expenses/Financial Report

Mr. Gragg moved to approve the Current Expenses December 13, 2012 to January 16, 2012. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

V. Environmental Health Program Update

a. Sewage Update

Mr. Weisdack provided information on the proposed sewage rules. Comments about the rules must be presented by February 8, 2013. Mr. Weisdack and the staff have been discussing the rules. It is anticipated that the adoption of the proposed rules will be sometime during the summer of 2013 with a proposed implementation in the fall of 2013.

These proposed rules are even more stringent than the ones implemented in 2007.

Mr. Weisdack reviewed the number and type of sewage installation permits so far this year as well as the final numbers for 2012.

b. General Information

Mr. Weisdack read a letter from ODH that he received recently. The letter stated that the Geauga County Health District successfully passed the Local Health Department After-Hours Contact Drill. This drill required the medical director and other health district representative respond within a two-hour period.

c. Budget Schedule

Mr. Weisdack asked the Board to set a date for a budget workshop to discuss the 2014 budget. After discussion, the Board agreed to hold the workshop February 11, 2013 at 6:00 pm in the Geauga County Health District training room.

Mr. Weisdack reviewed the 2014 budget schedule with the Board. He indicated he would be working with Auditor Frank Gliha on the budget.

Our levy expires December 31, 2014. Mr. Weisdack would like to schedule a meeting to discuss the options regarding a levy campaign.

VI. Variances

- a. Jim Nemecek

Jim and Debbie Nemecek were present and sworn in by Mr. Goergen. Mr. Tusick was sworn in by Mr. Goergen and stated his experience.

Mr. Tusick stated that this was a variance request by Jim Nemecek for the property located at 10445 Auburndale Dr., Auburn Twp. The request involves the section 3701-29-02(K) of the Geauga County Health District Household Sewage Disposal System Regulations which requires that a household sewage disposal system be a minimum of 10' from an occupied building. (Written background information was provided to the Board for consideration in this case) Discussion followed.

Mrs. Livers moved to approve the variance as requested. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

VII. Administrative Hearings

- a. Harbond Commercial Building, Front; Harbond Commercial Building, Back; and Jay Davis

None of the above mentioned were present. Mr. Tusick was sworn in again by Mr. Goergen.

Mr. Tusick stated that this is an alleged code violation to the properties owned by Harbond Commercial Building, 12185 Kinsman Rd., Front, Newbury Twp., Harbond Commercial Building, 12185 Kinsman Rd., Back, Newbury Twp. and Jay Davis, 12377 Taylor Wells Rd., Claridon Twp. These cases are in regards to the following sections of Article V, of the Geauga County Health District Semi-Public Sewage Disposal System Regulations, which states:

Section 52.05.02: "APPLICATION – Any person, firm, association, or corporation who, subsequent to the first day of September of that year, has intent of operating a semi-public sewage disposal system must obtain an inspection certificate from the Geauga County Health Department."

Section 52.05.04: "CERTIFICATE ISSUANCE – Certificate renewal forms will be mailed the last week of July. Owners of the property are responsible for returning the completed form and proper payment to the Geauga County Health Department by the filing deadline of September 1 of that year. All applications post marked later than the September 1 date shall be regarded as late and be subject to a 25% late fee. The fee schedule shall be adopted by the Geauga County Board of Health."

The owner of these properties has failed to make payment for the operational/inspection certificate for their Semi-Public Sewage Disposal System for the 2012-2013 certificate year. Discussion followed.

Mr. Gragg moved that a code violation exists at the properties owned by Harbond Commercial Building, 12185 Kinsman Rd., Front, Newbury Twp., Harbond Commercial Building, 12185 Kinsman Rd., Back, Newbury Twp. and Jay Davis, 12377 Taylor Wells Rd., Claridon Twp. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mrs. Livers moved that Harbond Commercial Building, 12185 Kinsman Rd., Front, Newbury Twp., Harbond Commercial Building, 12185 Kinsman Rd., Back, Newbury Twp. and Jay Davis, 12377

Taylor Wells Rd., Claridon Twp. be required to make application and pay for the annual permit and any associated late fees to operate a semi-public sewage treatment system within 30 days of receipt of Board order. Failure to do so will result in referral to the prosecutor's office for legal action. Dr. O'Hara seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

VIII. Personal Health Services Update

a. Public Health Emergency Preparedness

Mr. Mix reported the staff is currently working to update all records and documents in preparation for the ODH SNS Assessment, which is scheduled for March 11, 2013. He stated training is also being done to update the staff on the OPHCS System, which notifies everyone in the state of emergencies

Mr. Mix reported that there have been 35 Influenza-like Illness hospitalizations since the beginning of the 2012-2013 flu season. There were only two cases last year. It appears that the flu may have peaked, as the numbers of reports have begun to diminish. The number of food borne illnesses also have dropped. We have been fortunate that we do not have the large number of Noro virus cases that other jurisdictions are dealing with.

The FORT (Food borne Outbreak Response Team) will meet again on February 8, 2013. The group continues to organize and are planning a food borne outbreak exercise in collaboration with ODH within the next few months.

Overall disease reporting and follow-up activity is up with an average of one to two diseases being reported to the Geauga County Health District daily. Most of these reports are followed up with a phone call or letter to the physician or patient to obtain additional information that ODH requires.

b. Nursing Services

We have been notified by ODH that we have lost the IAP grant. We applied for \$26,400.00 for 2013. We had received \$36,691.00 in 2012.

Mr. Mix stated that he has been discussing several options for replacing the revenue with Mr. Weisdack and the nursing director. One option would be to reduce the number of children and adolescent vaccination clinics, changing the hours or location of the clinics. These options would save a minimal amount of money, while reducing an important public health service.

Another option would be to charge an administration fee for vaccination per patient. Other local health departments in the area already charge an administration fee. The Board was asked to approve the first reading of the proposed \$10.00 administrative fee.

Mr. Gragg suggested possibly collaborating with Geauga Hospital to purchase vaccines. Mr. Weisdack indicated he would look into it.

c. WIC

The WIC caseload for December was 829.

VII. Old Business

Mr. Weisdack checked with the prosecutor about the suggestion to charge a fee for a rush order to get the data from the scanning company. The prosecutor's office did not recommend charging a fee because the Geauga County Health District would be dependent on the scanning company to get the rush orders done. We do not have control over how quickly they get data to us when we need it.

VIII. Executive Session

Mr. Gragg moved to adjourn for Executive Session at 8:11 pm to discuss pending litigation. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes. The meeting reconvened at 8:18 pm.

IX. New Business

Mrs. Livers moved 1.13-a to acknowledge the termination of Pauline Loveland effective January 9, 2013. Mr. Gragg seconded the motion. Mr. Weisdack distributed a letter from Ms. Loveland addressed to the Board. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mrs. Livers moved 1.13-b to acknowledge the hiring of Amy Ribar-Yu as Fiscal Coordinator effective January 10, 2013 at a rate of \$18.50 per hour with a \$.50 increase upon successful 120-day probationary period. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes.

Mrs. Livers moved 1.13-c to approve the one-year maintenance contract with CHC Software for 2013. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mrs. Livers moved 1.13-d to approve the payment to CHC Software for 2013 maintenance in an amount not to exceed \$3,587.62. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mr. Gragg moved 1.13-e to adopt Resolution 1-2013, which authorizes payment of 2012 Then & Now Purchase Orders. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mrs. Livers moved 1.13-f to approve the contract with Chris Stephens as Contract Plumbing Inspector at a rate of \$20.00 per hour on an as-needed basis. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mrs. Livers moved 1.13-g to approve the first reading of the establishment of a \$10.00 administration fee to be charged per patient per visit for both adult and children vaccines. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

X. Other Business

There was no other business.

XI. Meetings

Budget Workshop, Monday, February 11, 2013 at 6:00 p.m., in the training room at the Geauga County Health District offices, 470 Center St., Bldg. 8, Chardon, Ohio.

The regular meeting of the Board is scheduled for Tuesday, February 19, 2013 at 7:00 p.m., in the atrium of 470 Center St., Bldg. 8, Chardon, Ohio.

Preliminary HDAC Budget meeting, Thursday, February 21, 2013 in the Personal Health Services Lobby at 470 Center St., Bldg. 8, Chardon, Ohio.

Annual HDAC Meeting, Wednesday, March 27, 2013 at 7:00 p.m., in the meeting room at 470 Center St., Bldg. 8, Chardon, Ohio.

XII. Adjournment

As there was no further business to come before the Board, **Mr. Goergen adjourned the meeting.**

Respectfully submitted,

Robert K. Weisdack, R.S., M.A., M.P.H.
Secretary of the Board

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