

**MINUTES OF
January 21, 2020
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday January 21, 2020 in the first floor conference room of the Warren County Health District, 416 South East Street, Lebanon, Ohio. President, Mr. Dick Staten, called the meeting to order at 6:00 pm.

Members Responding to Roll Call:

Dr. James Sosnowski, Mr. Dick Staten, Ms. Holly Boyd, Dr. Stephen Barr, Mr. Dominic Brigano, Mrs. Liz Tincher, Mr. Ed Porginski, and Mrs. Terrie Zajo were present at roll call. (Mr. Adam McClanahan was absent)

Others Present:

Duane Stansbury, Health Commissioner; Tammy Cranmer, Administrative Assistant; Chris Balster, Director of Environmental Health; and Dianna Glenn, Director of Nursing were in attendance. Guests Frank Harmon with Ohio Insurance Services and Adam Nice with the Warren County Prosecutor's Office were also present.

Administrative Hearing Re: Public Health Nuisance Property at 166 S. Clarksville Road (Washington Township) (Motion #1-2020)

Assistant Prosecutor, Adam Nice, was present to guide the Board of Health through the procedures of an administrative hearing for the property located at 166 S. Clarksville Road in Washington Township. Summons had been sent to related parties of the deceased property owner to attend the administrative hearing but no one was present for the hearing. Following the procedures for a Quasi-Judicial Session Mr. Nice swore in Chris Balster, Environmental Health Director, and asked him to attest to the conditions of the home as of the date of the Board meeting (January 17, 2020) and also to attest to the prior inspection records and attempts to contact the next of kin for abatement of the nuisance at 166 S. Clarksville Road. Mr. Balster provided a summary of events and inspection notes since the original complaint was received on January 31, 2019 that have led up to an administrative hearing being necessary. He stated the dwelling on the property is a burnt out structure that, after the fire being distinguished, has left open access areas through busted windows, doors and a hole in the roof. These things allow for entry and harborage of pests and also a potential safety hazard for any individuals who enter the structure without authorization, thus creating a public health nuisance. The environmental health staff has placarded the dwelling and orders were sent, via registered mail, to the next of kin of the deceased property owner to secure access by covering exposed doors, windows, and open roof area. Although two receipts were received, no one has contacted the health district about plans to abate the nuisance conditions. Mr. Balster did state that one of the next of kin did contact him and stated they have "washed their hands of the property" indicating they will not be contributing to abatement of the nuisance or attending the hearing. Mr. Nice explained that if an opponent or proponent were present they too would have been given opportunity to speak in reference to the conditions present of the property. Mr. Nice also explained that because there is a lien(s) on the home, the home has very little value, if any. Because it was evident no related parties have interest in taking action to abate the nuisance Mr. Nice informed the Board of Health that they could vote this evening to pick up the cost of having the structure secured and that cost could be certified to the county Auditor's Office who would place a lien on the property, for the health district's cost. He explained if and when the property is sold lien holders would be reimbursed from the sale and thus the lien would be removed. After Board members discussed the option Dr. Barr made a motion to provide the funds necessary to abate the nuisance by boarding up the open access areas to the structure at 166 S. Clarksville Road and to certify the incurred cost to the County Auditor's office allowing a lien to be placed on the property. Ms. Boyd provided a second to his motion and the following is a result of a roll call vote:

Mrs. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye

The Hearing will count as a Board of Health Educational Session (6:01 pm – 6:36 pm) because Mr. Nice was present to educate Board members of their responsibility and to guide the process of conducting a Quasi-Judicial Hearing.

First Reading – Proposed Changes to Supplementary Local Rules to The Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules Be Read by Title Only (motion #2-2020)

Dr. Barr made a motion to read the proposed changes to Supplementary Local Rules to The Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules by title only. Dr. Sosnowski seconded the motion and the following is a result of a roll call vote:

Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye;
Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Tincher – aye

First Reading – Proposed Changes to Supplementary Local Rules to The Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules Approved (motion #3-2020)

Environmental Health Director, Chris Balster, summarized and provided explanation for Board members of changes he and his sewage program staff are proposing to the existing supplementary sewage rules in an attempt to improve the program. Dr. Barr made a motion to approve the first Reading of the proposed changes to Supplementary Local Rules to The Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules. Dr. Sosnowski seconded the motion and the following is a result of a roll call vote:

Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye; Ms. Boyd – aye;
Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Tincher – aye; Mr. Staten – aye

Minutes of Board Meeting Approved (motion #4-2020)

Minutes of the December 2019 Board of Health meeting were approved as written. Motion to approve came from Dr. Barr and was seconded by Ms. Boyd. The motion carried with the following response to a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Tincher – aye; Mr. Staten – aye; Mrs. Zajo - abstained

Training Requests #1-2020 through #4-2020 Approved (motion #5-2020)

Mr. Brigano made a motion to approve January, 2020 Training Requests #1-2020 through #4-2020. Mrs. Zajo provided a second and the motion carried with the following response to a roll call vote:

Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye;
Mrs. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye

Accounting Resolution #1-2020 Approved (motion #6-2020)

Accounting Resolution #1-2020 requesting an amended certificate for 2019 Anticipated Receipts Health Fund #915 was approved (see Resolution for full explanation) on a motion from Dr. Barr and a second from Mrs. Zajo. The motion carried with the following response to a roll call vote:

Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Tincher – aye;
Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye

Accounting Resolution #2-2020 Approved (motion #7-2020)

Accounting Resolution #2-2020 was presented to the Board of Health for supplemental appropriation adjustments to the following funds: #9915-4100-5550 (HOB refunds); #9915-4100-5910 (HOB Other Expense); #9911-4100-5922 (Taxable Meals & Fringes); #9912-4100-5102 (Food Service Salaries); #9912-4100-5210 (Food Service Supplies); #9963-4100-5102 (Camp Ground Salaries); and #9963-4100-5910 (Camp Ground Other Expenses). See copy of resolution for full explanation. Dr. Barr made a motion to approve Accounting Resolution #2-2020, as presented. Dr. Sosnowski seconded the motion and the following is a result of a roll call vote:

Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Tincher – aye;

Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye

January 2020 Monthly Expense List Approved (motion #8-2020)

The January 2020 Expense List was presented to Board members for their review. Dr. Barr made a motion to approve the expense list, as presented, and Ms. Boyd seconded the motion which carried with the following result of a roll call vote:

Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Tincher – aye; Mr. Staten – aye;
Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye; Ms. Boyd – aye

Financial Review To Date

There were no questions in reference to the financial reports.

Administrative Report

At 6:45 pm Mr. Staten turned the meeting over to the Health Commissioner for his Administrative Report items.

Switch to Humana for Medical Insurance Approved (motion #9-2020)

Frank Harman, our medical insurance broker with Ohio Insurance Services, recently contact Mr. Stansbury to inform him that after getting our current \$0 increase with Anthem Blue Cross for this year he received a significant proposal from Humana that would both lower the monthly/annual cost to the Health District, \$7600/mo \$91,200/yr. and would lower each employee's deductible from \$2500/\$5000 to \$1500/\$3000. Mr. Stansbury reported that employees checked with their doctors to see if they are in the Humana National Point of Service network and all but two were found. Humana is offering a twelve month rate guarantee and will also give credit for all deductibles employees have paid in January and February. Humana also offers a robust Wellness Program called Go 365 in which employees can rewarded by 7% in premium for reaching Silver Status and 15% for reaching Gold Status. He said it is the recommendation of him and the administrative staff to switch our health insurance to Humana effective March 1, 2020. Dr. Barr made a motion to switch to Humana for WCHD employee's medical insurance effective March 1, 2020. Dr. Sosnowski seconded the motion and the following is a result of a roll call vote:

Dr. Sosnowski – aye; Mrs. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye;
Mr. Brigano – aye; Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye

Section 5.12 of WCHD Employee Personnel Manual Amended (motion #10-2020)

To stay in line with the IRS guidelines for mileage reimbursement the health commissioner recommended to the Board to amend our policy to reimburse at 0.57½ cents per mile driven for business use (down from 0.58 cents). He also told them there has been confusion by employees regarding when they can incur an expense that they intend to be reimbursed for. Changes to the language of the policy have been made to make this clearer. Dr. Barr made a motion to approve Section 5.12 of the WCHD Employee Personnel Manual, as presented. Ms. Boyd offered a second to his motion and the following is a result of a roll call vote:

Mrs. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye

Resolution #20-01 Authorization to Enter WPCLF Agreement for 2020 Approved (motion #11-2020)

WCHD has again been awarded funds by the Ohio EPA to assist Warren County residents with planning/design and or construction of household sewage treatment systems in an effort to improve water quality. In order to receive the designated funding an authorizing resolution must be passed by the Board of Health that provides the health commissioner to enter into the Water Pollution Control Loan Funding agreement with OEPA. Board members were presented with Resolution #20-01, which provides this authorization. Dr. Barr made a motion to approve Resolution #20-01, as presented and Dr. Sosnowski offered a second. The following is a result of a roll call vote:

Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye;
Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Tincher – aye

Approved Additional Funding for Tire Recycling Event (motion #12-2020)

Mr. Balster stated that the environmental health division would like to hold one more tire event with the 2019 Mosquito Control Grant funding through Ohio EPA. Currently the tire events have resulted in around \$8,000 of the allotted \$10,000 dollars being spent for the current funding period. The staff would like to stage the next event in the Wayne/Massie area in March or April, 2020. In the event that the event brings in an amount of tires that exceeds the remaining grant funding of approximately \$2,000 the environmental health division would like to request permission to pay the remainder of the cost using monies from the general fund. These events have been very well received throughout the county over the last three years. Dr. Barr made a motion and Mrs. Zajo offered a second to approve general fund monies be used, if needed, for the cost of the proposed upcoming tire recycling event. The following is a result of a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye

Accepted Bid for WPCLF Project for STS Design at 2789 SR 48, Lebanon (motion #13-2020)

The health district has received one bid for the design of a household sewage treatment system at 2789 SR 48 in Lebanon. ABC Engineers and Surveyors, LLC has quoted \$2,500 for the proposed design system. The homeowners have been approved for 85% coverage through the WPCLF program. Mr. Balster provided Board members with copies of the proposal and also stated he and his staff recommends approval of the bid as presented. Dr. Barr made a motion to approve the bid received from ABC Engineers & Surveyors, LLC for a system design for WPCLF approved project at 2789 SR 48 in Lebanon. Mrs. Zajo seconded his motion and the following is a result of a roll call vote:

Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye;
Mrs. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye


In Public Health News


- Information was provided to Board Members about new Tobacco 21 Federal Law Congress passed in December 2019
- Board members were provided information from CDC: 2019 a “Tough Year” for Infectious Diseases
- Ohio Flu Cases up 53%. As of December 14, there have been 404 influenza hospitalizations statewide, compared to 264 this time last year.

Other Business

- Public Health Accreditation update for Board members: Mr. Stansbury told Board members he is hoping we will be on the agenda for the next PHAB meeting scheduled for March 17, 2020. After they meet we will find out whether we are accredited or if we will be put on an action plan. He said we did receive the site visit report a couple weeks ago that indicates we fully demonstrated in 66 measures, largely demonstrated in 29 measures and slightly demonstrated in 5 measures. He said although there are a few questions he plans to ask PHAB Specialists, we have started planning on how to make improvements to those 5 measures.
- The Nursing Division provided a Fact Sheet w/information on Meningitis
- Board members also received monthly reports from Epidemiologist, Director of Nursing and Direction of Environmental Health
- From Board member(s): Mr. Staten said that this March will mark 16 years he has been on the Board of Health. He said being on the BOH is a position he is very proud of and that is because the staff of WCHD. He is proud to be part of this team. He asked Mr. Stansbury let the staff know he and the other Board members appreciate the hard work and dedication of the WCHD staff. He said it really showed recently in the efforts that were put in to getting the recent levy passed.

With no further business to discuss Mr. Staten dismissed the Board of Health meeting at 7:30 pm.


James Staten,
President


Duane Stansbury, R.S., M.P.H.
Secretary