

01132

**MINUTES OF
January 16, 2024
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday January 16, 2024 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, Ms. Holly Boyd, Mr. Dick Staten, Dr. Stephen Barr, Mr. Robert Lipps; Mrs. Nicole Ditmer, Mrs. Terrie Zajo, and Mr. Dominic Brigano were present at roll call (Mrs. Traci Gabbard was absent)

Others Present:

Staff present: Duane Stansbury, Health Commissioner; Dr. Clint Koenig, Medical Director; Chris Balster, Assistant Health Commissioner; Tara Thornton, Director of Environmental Health; Dianna Glenn, Director of Nursing; and Tammy Cranmer, Administrative Officer. Guest present: Kathryn Horvath with Warren County Prosecutor's Office

December 19, 2023 Board of Health Minutes Approved (motion #1-2024)

On a motion from Mr. Brigano and a second from Ms. Boyd the December 19, 2023 Board of Health meeting minutes were approved as presented. The following is the result of a roll call vote:

Mr. Robert Lipps -aye; Dr. Sosnowski - aye; Ms. Boyd – aye; Mr. Staten -- aye;
Dr. Barr – aye; Mrs. Ditmer – aye; Mrs. Zajo – aye; Mr. Brigano – aye

January 2024 Training Requests #1-2024 through #7-2024 Approved (motion #2-2024)

January 2024 training requests #1-2024 through #7-2024 were presented to Board members for consideration. Dr. Sosnowski made a motion to approve the requests. Mrs. Ditmer seconded his motion and the following is a result of a roll call vote:

Dr. Sosnowski - aye; Ms. Boyd – aye; Mr. Staten – aye; Dr. Barr – aye;
Mrs. Ditmer – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Mr. Robert Lipps -aye

January 2024 Expense List Approved (motion #3-2024)

Board members reviewed the January 2024 expenditure list and had no questions. Mr. Brigano made a motion to approve the expenditures as presented, and Dr. Sosnowski seconded his motion. The following is the result to a roll call vote:

Ms. Boyd – aye; Mr. Staten – aye; Dr. Barr – aye; Mrs. Ditmer – aye;
Mrs. Zajo – aye; Mr. Brigano – aye; Mr. Robert Lipps -aye; Dr. Sosnowski - aye

Accounting Resolution #1-2024 (motion #4-2024)

Accounting Resolution #1-2024 was presented to Board members for expense budge transfers to the following funds: #99614110-5317 (Workforce Equipment); #99614100-5871 (Workforce Medicare); #99614110-5940 (Workforce Travel); #99614110-5102 (Workforce Salaries); #99614104-5820 (WIC Health Ins); #99614104-5102 (WIC Salaries); #99614104-5811 (WIC PERS); #99614108-5102 (PHP Salaries); and #99614110-5102 (Workforce Salaries). The Resolution also is for budget supplemental appropriations to the following funds: #99614107-5102 (Enhanced Salaries); #99614107-5811 (Enhanced PERS); #99614107-5871 (Enhanced Medicare); #99614107-5820 (Enhanced Health Ins); #99614107-5830 (Enhanced Worker's Comp); #99614107-5317 (Enhanced Equipment); #99614107-5210 (Enhanced Supplies); #99614102-5102 (RHWP Salaries); #99614102-5871 (RHWP Medicare); #99614104-5820 (WIC Health Ins); #99614104-5871 (WIC Medicare); #99614108-5102 (PHEP Salaries); #99614108-5871 (PHEP Medicare); #99614110-5102 (Workforce Salaries); #99614110-5210 (Workforce Supplies); #99614110-5317 (Workforce Equipment); #99614110-5811 (Workforce PERS); #99614110-5820 (Workforce Health Ins); #99614110-5940 (Workforce

Travel Exp); 99614112-5102 (Covid Talbert Salaries); #99614112-5400 (Covid Talbert Purchased Services); #99164100-5102 (Sewage Salaries); #99164100-5400 (Sewage Purchased Services); #99164100-5910 (Sewage Other Exp). See copy of resolution for full explanation. Dr. Sosnowski made a motion to approve Accounting Resolution #1-2024, as presented, and Ms. Boyd provided a second. The following is the result of a roll call vote:

Mr. Staten – aye; Dr. Barr – aye; Mrs. Ditmer – aye; Mrs. Zajo – aye;
Mr. Brigano – aye; Mr. Robert Lipps -aye; Dr. Sosnowski – aye; Ms. Boyd – aye

Amended Certificates #1 and #2-2023 (motion #5-2024)

Board members were presented with Amended Certificates for adjustments to the following funds: Amended Certificate #1 is for adjustment to the following funds: 9953-41485 (Water Haulers); 9953-41484 (Water Well Permits); #9953-41174 (Water Lab Fees); #9963-41400 (Campground); #9916-41172 (Sewage Fees); #9916-41488 (Sewage City Permits); #9916-42500 (Sewage Grants); #9916-45000 (Sewage Other); #9916-41487 (Sewage Permits). Amended Certificate #2 is for adjustment to the following funds: #9961-42533 (Reproductive Health); #9961-42884 (Public Health Emergency Preparedness); #9961-42926 (Covid Vax Grant); #9961-42934 (Fed Women’s Infant Children); #9961-42935 Covid Talbert); #9961-42938 (Covid Enhanced); and #9961-42940 (Fed Workforce Grant). Please see full copy of certificates for full explanation. Mr. Brigano made a motion to accept Amended Certificates #1-2024 and #2-2024, as presented. Ms. Boyd provided a second. The motion carried with the following response to a roll call vote:

Dr. Barr – aye; Mrs. Ditmer – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Mr. Robert Lipps -aye; Dr. Sosnowski – aye; Ms. Boyd – aye; Mr. Staten – aye

Financial Review to Date

Board members were provided the December 2023 month ending finance reports from both the general fund and grant funding accounts for review. Mr. Stansbury explained that the new format for the financial report is straight from Munis and provides a better overview. There were no questions.

At 6:06 pm, Mr. Staten turned the meeting over to Mr. Stansbury for Administrative Report items

Resolution #24-01 Water Pollution Control Loan Fund Authorization Approved (motion#6-2024)

The health district is again expecting to be awarded \$150,000 dollars by the Ohio Environmental Protection Agency for the 2024 project period to assist Warren County residents with funding for the repair or replacement of their failing sewage treatment systems. The amount of funding that each applicant may receive is dependent on household income. Resolution #24-01 is needed to provide an agent of the WCHD authority to enter the WPCLF agreement with OEPA. Mr. Brigano made a motion and Dr. Sosnowski provided a second to approve Resolution #24-01. The following is a result of a roll call vote:

Mrs. Ditmer – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Mr. Robert Lipps -aye;
Dr. Sosnowski – aye; Ms. Boyd – aye; Mr. Staten – aye; Dr. Barr – aye

Bid Selected for Water Pollution Control Loan Funding Program (WPCLF) (motion #7-2024)

A request for bid was solicited to all registered septage haulers of Warren County. This bid is for emergency septage hauling, during 2024, for failing septic systems that have been approved into the WPCLF program. Ms. Boyd made a motion to accept the bid from OT Bishop at a cost of \$300-\$700 per job based on the size of the tank and other factors. Dr. Sosnowski seconded her bid to select OT Bishop. The following is the result of a roll call vote:

Mrs. Zajo – aye; Mr. Brigano – aye; Mr. Robert Lipps -aye; Dr. Sosnowski – aye;
Ms. Boyd – aye; Mr. Staten – aye; Dr. Barr – aye; Mrs. Ditmer – aye

At 6:08 pm Mr. Staten turned the meeting over to Dr. Koenig for his Medical Director's Report

EPIC/TriHealth Discussions

Dr. Koenig reported that discussions continue with Tri-Health in reference to partnering with them for Epic. He has received confirmation from their Senior team they are committed to offering WCHD Community Connect. He added the scope and needs, such as how invoicing will be handled for the health district, is still being determined. He anticipates the next discussion will be February 13, 2024.

Nurse Practitioner Hiring Update

Dr. Koenig stated he and Tammy Cranmer have been working together to post the position. The additional nurse practitioner position was approved in the December meeting in anticipation of the extra help needed once the mobile unit arrives early summer.

Dental Plan

The Medical Director provided a drafted dental plan in which goals include patient education and establishing a fluoride varnish program for pediatric patients ages 0-6 years.

Infectious Disease Update

Graphs were provided to the Board outlining the following: In 2023, Pertussis cases saw a significant increase in Warren County compared to the previous 3 years, there were 190 Pneumonia cases in 2023; and Influenza associated hospitalizations has decreased in the County since 2022. He added right now flu is becoming more wide spread.

Mobile Unit Update

He informed the Board that a deployment plan including what types of access we will provide is currently being worked on. Right now, they are identifying and community partners with locations to park on their premises, and how we will communicate the availability of services via the unit.

Capital Requests

Dr. Koenig has let the Board know he has been collecting some needs that would benefit the agency, he will include them into a spreadsheet to review at a future BOH meeting.

Moments of Gratitude

An employee shared with Dr. Koenig that the mom of this years adopted Christmas family said they had a wonderful Christmas. That employee said she "loves that we do this every year (provides Christmas) to help make a difference in someone's life." Note: The employees of WCHD can contribute personally to a help provide Christmas for a selected family each year.

Another employee shared that a client, who our dietitian has been providing food label education to, brought in a couple dishes to share with everyone and included the nutritional breakdown for each dish.

Executive Session Entered (motion #08-2024)

At 6:20 pm Dr. Barr made a motion to convene into executive session pursuant to Ohio Revised Code Section 121.22 (G)(3) to conference with an attorney for the Board concerning disputes involving the health district that are the subject of pending or imminent court action. Dr. Barr, stated that Kathryn Horvath with Warren County prosecutor's office was invited and will stay for executive session. Ms. Boyd seconded the motion and the following is the result of a roll call vote:

Mr. Robert Lipps -aye; Dr. Sosnowski – aye; Ms. Boyd – aye; Mr. Staten – aye;
Dr. Barr – aye; Mrs. Ditmer – aye; Mrs. Zajo – aye; Mr. Brigano – aye

Return to Regular Session (motion #09-2024)

At: 6:42 pm Dr. Barr motioned to return to regular session of the Board of Health meeting. Ms. Boyd seconded his motion and the following is result of the roll call vote:

Dr. Sosnowski – aye; Ms. Boyd – aye; Mr. Staten – aye; Dr. Barr – aye;
Mrs. Ditmer – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Mr. Robert Lipps -aye

Mr. Staten stated there will be no action taken after executive session and that it was for information only.

Other Business

Director of Environmental Health, Tara Thorton, provided updates on two ongoing issues her division is handling:


An administrative hearing was held, since the last BOH meeting, to discuss food code violations with the operator of the Grand Oriental restaurant. During the hearing a repair plan with deadlines was established. Upon a recent inspection on January 11, 2024 Tara found that nothing has been done. She said she will return next week to see where they are on January deadlines; but based on her recent inspection she is anticipating the likelihood of a license suspension or revocation.

Update on the Birch Drive property with an ongoing sewage nuisance: Per photos provided by the septic company that is working on a repair solution to prevent untreated sewage from surfacing, there is currently no sewage surfacing. Tara said this nuisance is considered abated at this moment. She added the owner is aware a replacement is not possible and that water conservation is key.

With no further business Mr. Staten dismissed the Board of Health meeting at 7:00 pm.



James Staten,
President



Duane Stansbury, REHS, MPH
Secretary