

**Hamilton County General Health District**  
**REGULAR MEETING – BOARD OF HEALTH**  
**April 9, 2012**  
**Minutes**

**1. Call to Order**

At 6:30 p.m., President, Tom Chatham, called to order the regular session of the Board of Health of Hamilton County General Health District followed by the Pledge of Allegiance.

**2. Roll Call of Members**

Members Present: Tom Chatham, President  
Jim Brett, Vice President  
Tracey Puthoff, Esq.

District Staff Present: Timothy Ingram, Health Commissioner  
Nee Fong Chin, Hamilton County Chief Asst. Prosecuting Attorney  
Greg Kesterman, Asst. Health Commissioner  
Kathy Lordo, Asst. Health Commissioner  
Stephen Bjornson, MD, Medical Director  
Clara Hughes, Finance Officer  
Jeremy Hessel, Environmental Health Director  
Chris Griffith, Water Quality Director  
Robin Fristoe, Administrative Secretary

Guests: Variance applicants:  
Gary Barnes  
Rick Koehler  
Mike Cave

**3. Clean Kitchen Awards**

Mr. Kesterman read aloud the list of facilities that qualified to receive an award.

Mr. Kesterman provided a presentation on the Samuel J. Crumbine Consumer Protection Award and the application process the Environmental Health staff have been busy working on. Hamilton County Public Health anticipates notification of the award by the end of May.

**4. Approval of Minutes**

**Ms. Puthoff** moved to approve the minutes from the March 12, 2012 Board of Health meeting; **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

**5. Health Commissioner's Report**

Mr. Ingram congratulated the Environmental Health staff for their dedicated work regarding their application for the Samuel J. Crumbine Consumer Protection Award.

Mr. Ingram highlighted three proposals of the Governors Mid-budget Review that could impact Hamilton County Public Health (HCPH).

- Elimination of the Ohio Public Health Council. Mr. Ingram discussed the make up of this Council and how the elimination could impact HCPH.
- The phase in of the Board of County Commissioners authority to charge health districts rent and utilities in county owned space.
- The transfer of licensing authority for manufactured home parks from the local level to the recently formed Manufactured Homes Commission. After much discussion on this topic, Mr. Brett will send Mr. Ingram a list of concerns, should this transfer of licensing occur.

Mr. Ingram requested Board support to serve a three year term on the Mercy Health Board. All members present were in favor and felt it was beneficial to HCPH for him to serve.

## Staff Reports

### **Kathy Lordo, Assistant Health Commissioner, Department of Community Health Services**

Dr. Bjornson provided an update on the Tuberculosis program and the STD program. He discussed the HealthWatch system and the alerts detected in the first quarter of 2012.

Ms. Lordo discussed the table provided that illustrates the status of syphilis and HIV case reports to HCPH. She also discussed the medical systems that are participating in STD testing as well as their eagerness/willingness to help in the elimination of syphilis.

## 6. Unfinished Business

At the March Board of Health meeting, the Board asked Mr. Ingram to request a Prosecutor's opinion regarding the sewer connection policy. Mr. Ingram met with Chief Assistant Prosecuting Attorney, Ms. Nee Fong Chin, and per her recommendation, he has not requested this opinion. Both Mr. Ingram and Ms. Chin explained this decision, to which the Board was in agreement.

## 7. New Business

### a) **Variance – SVAR201206** – 410 Western Avenue, Terrace Park

There is no room or ability to comply, based on property space constraints. The applicant is requesting to extend the gravel driveway, which is currently over the top of the existing septic tank.

**Ms. Puthoff** moved to approve Variance SVAR201203; **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

**Mr. Chatham** moved to amend the approval of Variance SVAR201203 to include: "approval is set based on compliance with staff recommendations"; **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

- b) **Variance – SVAR201205** – 711 Miami Avenue, Terrace Park  
The applicant requests to add an attached garage to the dwelling that would require the complete replacement of the sewage treatment system. The replacement sewage treatment system would not meet the setback requirements from the property lines or the dwelling.

**Mr. Brett** moved to approve Variance SVAR201205; **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

- c) **Variance – SVAR201201** – 6452 Hayes Road, Green Twp.  
The property owner requests to use a discharging pretreatment system that has not been approved by HCPH and does not meet all of the requirements found in Regulation 529.

Ms. Nee Fong Chin, Hamilton County Chief Assistant Prosecuting Attorney, recommended that the Board of Health approve Variance SVAR201201 pending staff review and approval of the report and all the information received, and it is contingent on meeting all code requirements. She added that the homeowner is aware that there will be a deadline to install the STS if everything is approved.

**Ms. Puthoff** moved to approve Variance SVAR201201 contingent upon staff approval of the report and specifications, and compliance with our code; **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

- d) **Health Commissioner Out of State travel request**  
The Board of Health approved travel for Health Commissioner, Tim Ingram, to attend a conference on Healthcare Transformation in Atlanta, Georgia, from April 24 through April 27, 2012.

- e) Resolution D – 2012 Increase Tuberculosis Skin Test Fee

**Ms. Puthoff** moved to approve Resolution D – 2012; to increase fees for tuberculosis skin tests as written; **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

- f) Resolution E – 2012 Marina Fund Closure

**Ms. Puthoff** moved to approve Resolution E – 2012; to close the Marina fund; **Mr. Brett** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

- g) Resolution F – 2012 Budget Adjustment for Mobile Home Parks Program Changes

**Mr. Brett** moved to approve Resolution F – 2012; budget adjustments for Mobile Home Parks program change; **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

## 8. Finances

### a. Revenues and Expenditures, Mileage and Disbursements

Ms. Hughes, Finance Officer, reported that overall, the revenues are currently ahead of projection. She discussed the two areas where the revenues are currently below budget.

**Mr. Brett** moved to approve the Revenues and Expenditures, Mileage and Disbursements; **Ms. Puthoff** seconded the motion.

**Roll call vote – Yes: Puthoff, Brett, Chatham**

## 9. Adjournment

**Ms. Puthoff** moved to adjourn the meeting at 7:55 pm; **Mr. Brett** seconded the motion.  
**Roll call vote – Yes: Puthoff, Brett, Chatham**

The next Board of Health meeting will be held on Monday, May 14, 2012 at 6:30 pm.

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Thomas Chatham, President

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Timothy I. Ingram, Secretary  
Health Commissioner