

# **BOARD OF HEALTH MINUTES**

## **October 5, 2017**

The Greene County Board of Health met in regular session Thursday, October 5, 2017, at the Greene County Public Health office. The meeting convened at approximately 6:30 p.m. In attendance: Scott Filson, President; Andrew Root, Vice President; William Beeman, Scott Hammond, Elaine Hughes, Melvin Johnson, Charlene Montague, Kathy Saunders, Thomas Selden, Nancy Terwoord and Teresa Zryd. Absent: Sharon Christman. Excused: Nancy Terwoord. Staff in attendance: Melissa Howell, Secretary; R. P. Dillaplain, MD, Medical Director; Robyn Fosnaugh, Jeanette Ghand, Susan Martin, and Jeff Webb.

### **ADOPTION OF AGENDA**

#17-10-05-2. Dr. Zryd moved to adopt the agenda. Ms. Montague seconded the motion.

The agenda was adopted by acclamation.

### **MINUTES OF PREVIOUS MEETING**

#17-10-05-3. Ms. Montague moved for the approval of the minutes of the September 7, 2017, Greene County Board of Health meeting. Ms. Hughes seconded the motion.

The motion carried by acclamation.

### **PRESENTATION**

The board viewed the presentation *Ohio Public Health System* as provided by the Ohio Association of Boards of Health for .25 hours of continuing education credit.

### **FINANCIAL REPORTS**

Ms. Ghand highlighted items from the Voucher Summary, Appropriation Transfers, Fund Transfers and September Income and Expenditure Report and answered board questions satisfactorily.

#17-10-05-1. Mr. Beeman moved to approve the bill/voucher summary, appropriation transfer(s), between meeting appropriation transfer(s), fund transfer(s) and the Income and Expenditure Report. Dr. Johnson seconded the motion.

The motion carried by acclamation.

### **ENVIRONMENTAL HEALTH**

The board had the third and final reading of the Proposed 2018 Fees as presented:

<b>GREENE COUNTY PUBLIC HEALTH</b>			
<b>2018 Proposed License Fees</b>			
	<b>Health District Portion Only</b>	<b>Health District Portion Only</b>	<b>Health District Portion Only</b>
<b>PROGRAM</b>	<b>2017</b>	<b>2018 Max Fees</b>	<b>2018 Proposed Fees</b>
<b><u>Food License</u></b>			
<b>Operations &lt; 25,000 sq. ft.</b>			
Level 1	\$ 150.00	\$ 173.84	\$ 170.00
Level 2	\$ 165.00	\$ 197.54	\$ 195.00
Level 3	\$ 295.00	\$ 389.96	\$ 385.00
Level 4	\$ 365.00	\$ 498.02	\$ 490.00
<b>Operations &gt; 25,000 sq. ft.</b>			
Level 1	\$ 200.00	\$ 257.26	\$ 250.00
Level 2	\$ 215.00	\$ 271.47	\$ 260.00
Level 3	\$ 700.00	\$ 996.62	\$ 750.00
Level 4	\$ 740.00	\$1,057.28	\$ 900.00
Mobile Operation	\$ 126.00	\$ 145.91	\$ 145.00
Vending Location	\$ 44.70	\$ 47.71	\$ 44.70 + CPI
Temporary Operation per Event	\$ 75.00	\$ 56.21	\$ 56.00
Food Operation Training - Level 1 per person	\$ 30.00		\$ 30.00
Food Operation Training - Level II per person	\$ 150.00		\$ 150.00
Food Operation Training - Level II per person - Proctor Test Only	\$ 75.00		\$ 75.00
Food Operation Training - Level 1 Onsite	\$ 250.00		\$ 250.00
Plan Review - Commercial	\$ 350.00		\$ 350.00
Plan Review - Noncommercial	\$ 150.00		\$ 150.00
Sampling Fee	\$ 100.00 + Lab Fee	\$ 176.62	\$ 100.00 + Lab Fee
<b><u>Swimming Pools, Spas, and Special Use Pool License</u></b>			
Each additional Location	\$ 200.00	\$ 228.94	\$ 225.00
Bathing Beach Permit	\$ 225.00		\$ 225.00
<b>RV Parks and Camps</b>			
50 or fewer lots	\$ 400.00	\$ 472.45	\$ 400.00
More than 50 lots(each add'l lot)	\$ 400 + 4.00/lot		\$ 400 + 4.00/lot

Temporary Park Camp(per event) 50 or fewer lots	\$ 250.00		\$ 250.00
Temporary Park Camp(per event) 50 lots or more	\$ 250.00 + 0.50/lot	\$ 368.13 368.13	\$ 250.00 + 0.50/lot
<b>Resident Day Camp</b>	\$ 400.00	\$ 200.41	\$ 200.00
<b>Trash and Tank Truck Permits</b>	\$ 50.00		\$ 50.00
<b>Tattoo Parlor and Body Piercing</b>	\$ 385.00	\$ 384.39	\$ 384.00
<b>Temporary Location-up to 5 days</b>	\$ 200.00		\$ 200.00
<b>Plan Review Fee</b>	\$ 200.00		\$ 200.00
<b>Hunger Task Force Home Inspections</b>	\$ 50.00		\$ 50.00
<b>Private Water Systems</b>			
New Well Permit - Residential	\$ 235.00	\$ 237.97	\$ 235.00
New Well Permit - Commercial	\$ 245.00		\$ 245.00
Convert Well Permit - Residential	\$ 300.00		\$ 300.00
Convert Well Permit - Commercial	\$ 310.00		\$ 310.00
Alteration: Residential	\$ 235.00	\$ 299.71	\$ 250.00
Alteration: Commercial	\$ 245.00		\$ 245.00
<b>Private Water Systems</b>			
Test Well Permit	\$ 125.00		\$ 125.00
Well Sealing Permit- Residential & Commercial	\$ 150.00	\$ 136.47	\$ 136.00
Pond Permit	\$ 600.00		\$ 600.00
Variance Application Fee	\$ 160.00	\$ 209.67	\$ 180.00
Water Contractor Inspection	\$ 250.00		\$ 250.00
Water Hauling Vehicle Registration	\$ 200.00	\$ 137.39	\$ 137.00
Water Hauling w/unapproved H2O	\$ 400.00		
Water System Certification	\$ 150.00	\$ 132.13	\$ 132.00
Water Sample - Bacteriological - w/permit	\$ 100.00		\$ 100.00
Water Sample - Bacteriological - w/o permit	\$ 100.00	\$ 176.62	\$ 100.00
Water Sample - All Others	\$ 100.00	\$ 176.62	\$ 100.00
Water Sample - Lead	\$ 23.00 (When taken with Bacteria)		

Water Sample - Nitrate	\$ 23.00 (When taken with Bacteria)		
Water Sample - Nitrate-Nitrite	\$ 39.00 (When taken with Bacteria)		
Water Sample Filing Fee	\$ 100.00		\$ 100.00
<b>Household Sewage Program</b>			
<b>Small Flow Sewage Program</b>			
<b>Gray Water Recycling Program</b>			
Installer Registration	\$ 150.00		\$ 150.00
Service Provider Registration	\$ 150.00		\$ 150.00
Septage Hauler Registration	\$ 150.00		\$ 150.00
Repair Mound Design Fee	\$ 700.00		\$ 700.00
Repair Design Fee	\$ 600.00		\$ 600.00
Site Review Application – (Preliminary)	\$ 150.00	\$ 184.11	\$ 150.00
Site Review Fee (Design)	\$ 400.00	\$ 353.31	\$ 353.00
Installation Permit Fee - New or Replacement	\$ 350.00	\$ 410.17	\$ 370.00
Installation Permit Fee -- Alteration	\$ 350.00	\$ 350.50	\$ 350.00
Mound Installation Permit Fee	\$ 525.00		\$ 525.00
Abandonment Application	\$ 100.00		\$ 100.00
Lot Split	\$ 300.00	\$ 364.78	\$ 320.00
<b>Operation Permit &amp; Periodic Inspection Fee</b>			
Initial Operation Permit & Inspection Fee			
with permit (1-Yr Permit)	\$ 100.00	\$ 355.38	\$ 100.00
Operation Permit Renewal Fee - Mechanical & Non-Mechanical	\$ 50.00		\$ 50.00
Periodic Inspection Fee	\$ 150.00		\$ 100.00
Re-drawing Fee	\$ 100.00		\$ 100.00
Re-inspection Fee	\$ 150.00		\$ 150.00
Sewage Certification	\$ 200.00	\$ 196.75	\$ 195.00
Collector Tile Fee	\$ 200.00		\$ 200.00
Septage Hauler Vehicle	\$ 50.00	\$ 188.46	\$ 50.00
Domestic Septage Land Application			
Initial Fee	\$ 300.00	\$1,900.49	\$ 300.00
Renewal Fee	\$ 150.00		\$ 150.00

Sampling Fee	\$ 100.00 + lab fee		\$ 100.00 + lab fee
Variance Application Fee	\$ 150.00		\$ 150.00
Consultation Fee per hour	\$ 200.00		\$ 200.00
Fees charged by GSWCD	COST		COST
HB 110 - O & M fees			
Mechanical (1-Yr Permit)	\$ 200.00		\$ 200.00
Non-Mechanical (3-Yr Permit)	\$ 150.00	\$ 237.81	\$ 150.00
<b>Plumbing Program</b>			
Plumber Registration	\$ 200.00		\$ 200.00
Plumbing Permit	\$ 40.00		\$ 40.00
Additional for each fixture	\$ 12.00		\$ 12.00
Water Service Permit: Residential	\$ 75.00		\$ 75.00
per foot additional over 100 feet	\$ 0.50		\$ 0.50
Water Service Permit: Commercial	\$ 100.00		\$ 100.00
per foot additional over 100 feet	\$ 0.50		\$ 0.50
Sewer Permit: Residential	\$ 75.00		\$ 75.00
per foot additional over 100 feet	\$ 0.50		\$ 0.50
Sewer Permit: Commercial	\$ 100.00		\$ 100.00
per foot additional over 100 feet	\$ 0.50		\$ 0.50
Water Heater Permit	\$ 40.00		\$ 40.00
Water Softener Permit	\$ 40.00		\$ 40.00
Irrigation System Permits	\$ 60.00		\$ 60.00
Re-inspection Fee	\$ 50.00		\$ 50.00
Plan Review Fee - Commercial			
1-10 Fixtures	\$ 50.00		\$ 50.00
11-30 Fixtures	\$ 100.00		\$ 100.00
31-51 Fixtures	\$ 150.00		\$ 150.00
51 + Fixtures	\$ 200.00		\$ 200.00

#17-10-05-4. Mr. Root moved to approve the 2018 Fees. Dr. Zryd seconded the motion.

The 2018 Fees were approved by acclamation.

### **COMMUNITY HEALTH SERVICES**

No Report.

### **HEALTH COMMISSIONER'S REPORT**

Health Commissioner Howell expressed appreciation for Mr. Webb's, Ms. Fosnaugh's,

Ms. Martin's and Ms. Ghand's assistance at last month's board meeting while she was on vacation.

Health Commissioner Howell highlighted items from the Health Commissioner's Report and answered board questions satisfactorily.

The board discussed the reported rise in sexually transmitted infection in Ohio.

Dr. Dillaplain reminded the board of the Jim Otte program on 10/08/17 at 11:30 a.m. Ms. Montague suggested utilizing the program as continuing education for the board.

Dr. Zryd noted the inclusion of community based considerations in the provision of primary care.

### **COMMITTEE REPORTS**

Administrative Evaluation Committee – No Report.

Finance/Audit Committee – No Report.

Personnel Committee – Dr. Johnson noted to the board that the Personnel Committee met 10/04/17 to review the following personnel policies that had changes or corrections:

- Cellular Telephone
- Computer Usage and Security
- Email Policy & Procedures
- Employee Assistance
- Employee Benefits
- Employee Selection
- Employment Classification Plan
- Employment Classifications
- Evacuation Procedures
- Holidays
- Home Visitation
- Internal Controls
- Mail
- Management Approval
- Parental Leave
- Reporting Time Work Hours and Overtime
- Separation and Layoff
- Sick Leave
- Social Media
- Travel Training
- Vehicle Use

Dr. Johnson moved on behalf of the Personnel Committee for approval of the updated personnel policies.

The motion carried by acclamation.

Planning and Evaluation Committee – No Report.

**EXECUTIVE SESSION**

No Executive Session.

**PERSONNEL**

No Personnel.

**OLD BUSINESS**

No Old Business.

**NEW BUSINESS**

Mr. Selden reported on his and Mr. Beeman's attendance at the Ohio Board of Health conference. Topics included the role of boards of health and accreditation.

Mr. Filson noted two phabulous forms received from staff on Health Commissioner Howell.


The board discussed items to be addressed in November, nominating committee, program management plans, and refined budget.

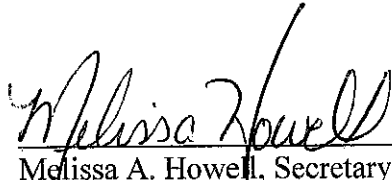
**ADDITIONAL BUSINESS**

No Additional Business.

#17-10-05- 5. Mr. Selden moved to adjourn. Ms. Hughes seconded the motion.

The October 5, 2017, Board of Health meeting adjourned at approximately 7:22 p.m.

  
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Scott Filson, President

  
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Melissa A. Howell, Secretary

