

## **BOARD OF HEALTH MINUTES MARCH 7, 2019**

The Greene County Board of Health met in regular session Thursday, March 7, 2019, at the Greene County Public Health office. The meeting convened at approximately 6:30 p.m. In attendance: Andrew Root, President; William Beeman, Jane Clifton, Scott Filson, Scott Hammond, William Harden, Elaine Hughes, Melvin Johnson, Charlene Montague, Kathy Saunders, Tamisha Samiec, Thomas Selden, and Nancy Terwoord. Staff in attendance: Melissa Howell, Health Commissioner; Don Brannen, Robyn Fosnaugh, Noah Stuby, and Jeff Webb. Guests in attendance: Jenny Marsee and Eileen Moran, Regional Air Pollution Control Agency (RAPCA), Ashley Cooper, Duncan Oil Company, and Dr. Ashraf Koraym, Greene County Medical Society. Excused: Kevin Sharrett, MD, Medical Director.

Mr. Root, "All right everyone let's call to order the March 7, 2019, meeting of the Greene County Board of Health. We have visitors here, I think. Don Brannen is here. Who else do we have, Melissa (Howell)?"

Health Commissioner Howell, "I know we have Jenny Marsee from RAPCA and Eileen Moran."

Mr. Root, "Right. You're getting to be regular members. That's good. Welcome."

Health Commissioner Howell, "As well as a guest. State your name now."

Ms. Ashley, "My name is Ashley Cooper and I'm with Duncan Oil Company."

Mr. Root, "All right. Okay. Well, let us move first to the adoption of the agenda. Is there a motion to adopt the agenda?"

Dr. Johnson, "So moved."

Mr. Root, "Thank you, Dr. Johnson. Is there a second?"

Mr. Harden, "I second."

Mr. Root, "All right, Mr. Harden. Thank you. Any discussion? All right, hearing none, all those in favor of approving the agenda signify with aye. Any opposed? The motion passes. Thank you."

### **ADOPTION OF AGENDA**

#19-03-07-2. Dr. Johnson moved to adopt the agenda. Mr. Hammond seconded the motion.

The motion carried by acclamation.

## **MINUTES OF PREVIOUS MEETING**

Mr. Root, "We will now move on to the approval of the minutes of the February 7, 2019, meeting minutes of our board meeting. Anyone have any changes or corrections? All right, hearing none, is there a motion to approve the February 7 meeting minutes?"

Dr. Samiec, "I move to approve."

Mr. Root, "Thank you, Tami (Samiec). Is there a second?"

Ms. Montague, "Second."

Mr. Root, "Thank you, Charlene (Montague). Any further discussion? Hearing none, all those in favor of approval signify with aye. Any opposed?"

Ms. Hughes, "Abstain."

#19-03-07-3. Dr. Samiec moved to approve the minutes of the February 7, 2019, meeting. Ms. Montague seconded the motion.

The motion carried by acclamation with Ms. Hughes abstaining.

Mr. Root, "Okay. Thank you. Okay. Let us move on now. We can talk about item four Regional Air Pollution Control Agency."

Mr. Webb, "Has RAPCA received any concerns since last month since you sent the letter out?"

Ms. Moran, "No. Actually, we did send a second letter out on February 12 and we have not heard any comments from any of the facilities to date."

Ms. Marsee, "No comments are good."

Mr. Webb, "Do we have any comments then from the lady there? I guess you're from industry."

Ms. Cooper, "Duncan Oil Company."

Mr. Webb, "Okay. We have not received any within our office."

Mr. Root, "Well, we were here to do two things – to have a public hearing. So, anyone who wants to speak about these proposals are free to do so. We're also here for the second reading of the fees. Are there any comments or concerns? Questions? All right. We don't need to take any further action I don't think until next time. All right."

The board held the second reading of the proposed fees as presented.

<b>GREENE</b>			
<b>Facility ID</b>	<b>Facility Name</b>	<b>Proposed</b>	<b>Current*</b>
<b>TV/Large</b>			
0829700165	CEMEX Construction Materials Atlantic, LLC	\$9,125.00	\$1,500.00
0829700441	Wright-Patterson Air Force Base	\$16,000.00	\$3,000.00
<b>FEPTIO/Medium</b>			
0829060557	ALI INDUSTRIES, INC.	\$750.00	
0829100409	CIL ISOTOPE SEPARATIONS, INC.	\$625.00	
0829710020	VALLEY ASPHALT CORP - PLANT #11	\$1,625.00	
<b>MINOR/Small</b>			
829060629	CHUCKS BODY SHOP	\$100.00	
829065002	Jims Body Shop and Towing	\$100.00	
829065005	Valentine Buick GMC	\$100.00	
829100400	Jeff Schmitt Cadillac	\$100.00	
829100612	HEINZ AUTO REPAIR	\$100.00	
829710613	WAYSIDE COLLISION CENTER	\$100.00	
829000704	Kroger Fuel Center - A811	\$100.00	
829010297	SITE FOOD MART #104	\$100.00	
829020271	BELLBROOK BP - DUNCAN OIL CO.	\$100.00	
829020275	SHELL-TRUE NORTH ENERGY 734	\$100.00	
829020327	BELLBROOK MARATHON	\$100.00	
829030472	Flagway Inc. #17	\$100.00	
829060262	Kwik Trip	\$100.00	
829060283	SPEEDWAY SUPERAMERICA LLC #1172	\$100.00	
829060320	SPEEDWAY SUPERAMERICA LLC 5222	\$100.00	
829060338	BP # 564	\$100.00	
829060365	Fairborn Marathon	\$100.00	
829060371	CLARK GAS STATION	\$100.00	
829060372	CLARK GAS STATION	\$100.00	
829060477	SPEEDWAY SUPERAMERICA LLC 1262	\$100.00	
829060500	Fairborn Valero	\$100.00	
829060503	J & R Foodmart	\$100.00	
829060514	MEIJER #107 GAS STATION	\$100.00	

829060568	MARATHON	\$100.00	
829060591	CIRCLE K # 5282	\$100.00	
829060600	BP # 565	\$100.00	
829060601	KROGER FUEL CENTER 830	\$100.00	
829060605	Mobile	\$100.00	
829060628	SPEEDWAY SUPERAMERICA # 5333	\$100.00	
829065024	Valero	\$100.00	
829070290	FLAGWAY, INC. #9	\$100.00	
829070564	D & K FOOD MART	\$100.00	
829090627	SPEEDWAY SUPERAMERICA # 5839	\$100.00	
829100272	TRUE NORTH # 713	\$100.00	
829100274	SHELL-TRUE NORTH ENERGY 727	\$100.00	
829100276	A & A Food Mart	\$100.00	
829100286	XENIA FOOD MART	\$100.00	
829100323	SPEEDWAY SUPERAMERICA LLC -8584	\$100.00	
829100326	HOMETOWN Valero	\$100.00	
829100367	SPEEDWAY SUPERAMERICA LLC 1201	\$100.00	
829100396	Xenia Marathon	\$100.00	
829100408	UNITED DAIRY FARMERS - #237	\$100.00	
829100590	CIRCLE K # 5280	\$100.00	
829100599	STAN'S ONE STOP	\$100.00	
829100614	MURPHY USA # 7397	\$100.00	
829105003	Giant # 570	\$100.00	
829105009	Kroger Fuel Center #829	\$100.00	
829110331	Nippers Corner	\$100.00	
829110368	SPEEDWAY SUPERAMERICA LLC 1202	\$100.00	
829710301	OPEN PANTRY MARKET II	\$100.00	
829710321	SPEEDWAY SUPERAMERICA LLC 5332	\$100.00	
829710356	Gilligan Oil #1235	\$100.00	
829710384	DUNCAN OIL CO.	\$100.00	
829710433	Giant Oil #586	\$100.00	
829710478	SPEEDWAY SUPERAMERICA LLC 1154	\$100.00	
829710566	Giant Oil #583	\$100.00	
829710594	CIRCLE K #5281	\$100.00	

829710606	LOFINOS FUEL	\$100.00	
829790419	SPRING VALLEY GENERAL STORE - DUNCAN OIL	\$100.00	
829800485	SHELL-TRUE NORTH ENERGY 720	\$100.00	
829805001	Costco Gasoline	\$100.00	
829085002	Kroger Fuel	\$100.00	
829100403	NATIONAL CARTON AND COATING COMPANY	\$100.00	
829000701	Sam's Club # 6517	\$100.00	
829000708	Walmart Supercenter # 2124	\$100.00	
829000703	Alpha V.W.	\$100.00	
829710624	BEAVERCREEK - V.W.	\$100.00	
829030625	BOWERSVILLE - V.W.	\$100.00	
829065001	Chadwick V.W.	\$100.00	
829100618	OMEGA V.W.	\$100.00	
829710619	SOUTH BEAVERCREEK V.W.	\$100.00	
829100620	SPRING VALLEY V.W.	\$100.00	
829800622	SUGARCREEK - V.W.	\$100.00	
829115001	Verizon Wireless - Flush	\$100.00	
829105008	Verizon Wireless - Maple Corner	\$100.00	
829065004	Verizon Wireless - Spangler	\$100.00	
829065023	Verizon Wireless Wright Patterson Air Force Base	\$100.00	
829065006	Verizon Wireless-Fairborn	\$100.00	
829100623	WEST XENIA - V.W.	\$100.00	
829110617	YELLOW SPRINGS - V.W.	\$100.00	
829065025	AT&T Corp. - WPABOHRA	\$100.00	
829710626	CenturyLink QCC - Beavercreek POP	\$100.00	
829115002	Cingular Wireless SR 370	\$100.00	
829000707	ATC 273778 Zimmerman	\$100.00	
829075001	ATC 307745 Jamestown	\$100.00	
829100632	AT & T CORP. - OH7590	\$100.00	
829060635	AT & T OHIO - L54132	\$100.00	
829105006	AT & T OHIO - L56126	\$100.00	
829100634	AT & T OHIO - L57610	\$100.00	
829020636	AT & T OHIO L57608	\$100.00	
829105002	AT&T Ohio - Industrial Blvd.	\$100.00	
829065003	American Tower Corp - Wright State OH # 307581	\$100.00	

829000706	American Tower Corp. - Beaver creek, # 307618	\$100.00	
829105004	American Tower Corp. - Xenia # 273875	\$100.00	
829000709	ATK Space Systems Inc.	\$100.00	
829060631	LOWE'S OF BEAVERCREEK # 89	\$100.00	
829100630	LOWE'S OF XENIA # 2603	\$100.00	
829065008	New Cingular Wireless	\$100.00	
829045001	New Cingular Wireless - Cedarville	\$100.00	
829065007	New Cingular Wireless PCS, LLC dba AT&T Mobility	\$100.00	
829710611	TARGET STORE 1128	\$100.00	
829115003	YSI/XYLEM	\$100.00	
829815001	ABRA Auto Body & Glass Xenia	\$100.00	
829115004	EnviroFlight, LLC	\$100.00	
829025001	American Towers East Centerville	\$100.00	
829105010	Verizon Wireless New Jasper	\$100.00	
829065026	Verizon Wireless - South Fairborn	\$100.00	
0829000702	Voss Toyota	\$125.00	
0829010475	Unison Industries Plant 4	\$1,000.00	
0829040591	PYROGRAF PRODUCTS, INC.	\$375.00	
0829060002	WRIGHT STATE UNIVERSITY	\$125.00	
0829060007	STADCO AUTOMATICS	\$500.00	
0829060322	Skyway Cleaners, Inc.	\$375.00	
0829060513	Synagro	\$250.00	
0829065009	WRC Inc	\$125.00	
0829060515	W.M. Fairborn Hauling	\$875.00	
0829060604	Surface Recovery Technologies, LLC	\$250.00	
0829070392	TWIST INCORPORATED	\$125.00	
0829100011	XENIA FOUNDRY & MACHINE CO	\$1,625.00	
0829100118	W A HAMMOND DRIERITE COMPANY	\$500.00	
0829100136	Sunrise Cooperative-Xenia	\$125.00	
0829100294	FILE SHARPENING CO., INC.	\$500.00	
0829100391	TWIST, INC.	\$250.00	
0829100584	Tremac Corporation	\$250.00	
0829100598	WADE'S WOODWORKING INC.	\$125.00	
0829100602	American Metal Technologies LLC	\$250.00	
0829100610	FRANCIS KENNELS, LLC	\$125.00	
0829170252	PHILLIPS SAND & GRAVEL CO.	\$500.00	

0829700045	BARRETT PAVING MATERIALS 321	\$625.00	
0829700575	ERNST ENTERPRISES, INC - FAIRBORN	\$125.00	
0829710085	MARTIN MARIETTA Materials Inc. - XENIA SAND & GRAV	\$500.00	
0829710096	Unison Industries, Plant 1	\$1,875.00	
0829710123	PHILLIPS READY MIX	\$625.00	
0829710357	Ernst 42	\$125.00	
0829710416	Unison Industries Plant 3	\$625.00	
0829710595	PHILLIPS READY MIX #2	\$125.00	
0829710616	Tobias Funeral Home and Crematory	\$125.00	
0829730107	MARTIN MARIETTA MATERIALS INC - CEDARVI	\$625.00	
0829740597	MELVIN STONE COMPANY, LLC	\$250.00	
0829750024	MORRIS BEAN & CO.	\$1,250.00	
0829790583	Martin Marietta Materials Inc - Cook Rd	\$750.00	
0829970609	The Harper Co	\$125.00	
0829810099	XENIA SAND AND GRAVEL INC	\$125.00	
ECM 2/9/18			

Mr. Root, "Now we can move on to our presentations."

Health Commissioner Howell, "I would just like to introduce Dr. Ashraf Koraym. He's with the Greene County Medical Society. As you've heard previously, I attend most of his meetings. He invites me to come and give them an update on what's going on all things public health and I missed one of his meetings when I was ill, and he missed our meeting last time. He was ill. But he is here tonight to share with us some Greene County Medical Society. So, welcome."

#### **PRESENTATION**

Dr. Koraym provided a presentation on the work of the Greene County Medical Society.

Dr. Koraym highlighted the importance of:

1. The relationship of the medical society, the health district and the healthcare community.
2. Legislative relationships.

Dr. Koraym noted the impact the new facility and Five Rivers Greene County Health Center is having on the community and expressed appreciation to the board.

Ms. Terwoord, "Melissa (Howell), do you have any ideas? I mean, do you have anything that you would like the board to do to be more active or...? How can we help you both?"

Health Commissioner Howell, "I think just raising awareness about the Greene County Medical Society. That it exists and it's functioning right now. So, as you speak to the healthcare community, you know, certainly let them know that we are meeting, and we are sharing information about various pieces of legislation. We've had many discussions on opiates and overdose deaths. When they've asked for information from Five Rivers, as well, I've shared with them the services that they're providing. So, I would say to the healthcare community, we need to raise awareness about these associations because the legislators do not know healthcare, first of all, and they don't know the impact that, of all these healthcare legislation changes that have come down, you know, they're impacting the way that we do business. But they're also impacting peoples' lives every day when they just, you know, make a change with a pen. And, certainly, more involvement, I think, in the medical society from the healthcare community would be very beneficial."

Dr. Koraym, "And as a whole, there is no organization in the district or the county or the city that really advocates for the doctors. The medical board of Ohio it really advocates for the safety of the consumer; that's the one that provides the license. The hospitals are hearing about the care inside the hospital and hearing about such as quality control and things. Not necessarily advocating for the doctors. So, who's left to care for the doctors? Supposedly that was the medical society in the whole United States. And for the past 50 years that kept declining and declining and declining. So, we are trying to invest in this process. It is very important. We have at least 350 doctors in the Greene County."

Ms. Clifton, "Does Dr. Kevin Sharett come here?"

Health Commissioner Howell, "Not tonight, but normally, yes."

Dr. Koraym, "He's aware."

Ms. Terwoord, "Maybe we can work on (Unintelligible)."

Dr. Koraym, "Again, thank you very much for inviting me and if you have anything that relates to the medical society or the doctors in the Greene County, we are establishing this and we have some success, good success with that."

Ms. Terwoord, "Good. That's good to hear"

Mr. Root, "Thank you very much doctor."

Ms. Terwoord, "Thank you."

Mr. Root, "Okay, we can move on to our epidemiology presentation."

Don Brannen, Community Epidemiologist, provided an epidemiology and surveillance overview presentation. Highlights included:

1. Opiate and overdose data



2. Network of Care website
3. Outbreaks history

Dr. Johnson, "Why is there such a terrible increase in Shigella? I don't understand. You are finding a lot of Shigellosis?"

Dr. Brannen, "Historically, that was a spread in 2008, I think. So, when you look at..."

Dr. Johnson, "Right at the top it says... it's higher than everybody else."

Dr. Brannen, "So, when you look at the Shigella...over Norovirus but when you look at Shigella at the timeline, Shigella really happened around 2008 and it was all over southwest Ohio and what happens is, we found that some daycare workers in some facilities go back and forth between linked daycare facilities, like they may share a bus driver or, and so, ours just happened to have a daycare facility in Montgomery County and in Bellbrook and they traveled back and forth. They probably brought the illness with them. It is such an infectious disease you really can't blame; like if Robyn (Fosnaugh) came to work here with Shigella and ten other employees got sick, you don't blame the person. You have to have very strict, very, very strict control measures because an infinitesimal part of what gets people sick. And, so that's, it's a, so that happened in 2008/2009 it was a problem in southwest Ohio. And every once in a while, it still re-emerges. It's mainly related, that's why we have, try not to have the kids in the pools if they're sick. They should be excluded from daycare until they, at least 24 hours after they stop having diarrhea or (Unintelligible) 48 hours. For some reason food code suggests a change instead of three days they have four days for, now, for that exclusion. That just came out this past weekend. It was a great question."

Mr. Root, "Thank you very much. Okay, we can move on to financial reports. Turning it over to Noah (Stuby)."

Mr. Stuby, "First off, I'd like to apologize, also, for the Finance meeting running late. That was my report that caused it to go late so I accept responsibility for that. So, again, I apologize for that. First thing under reports will be your voucher summary."

## **FINANCIAL REPORTS**

Mr. Root, "Any questions for Noah (Stuby) about the voucher summary?"

Mr. Stuby, "Moving on then, we'll jump to transfers. We had no transfers from, you know, no fund to fund. All the transfers we had, are just four, and they were just line item transfers."

Mr. Root, "Any questions for Noah (Stuby) about the transfers? Okay, we'll move on."

Mr. Stuby, "Next you have your Income and Expenditure Report and your All Funds Report. For the Income and Expense Report I just want to highlight a few things. What I will highlight is at

this point in the year, we have spent 12% of our budget and collected 9% of our estimated revenue. Twelve percent is good at this point in the year. If you were to look at it on a linear line, you say anything at 17% or less would be right on track for 100%. So, we're at 12%; that's good. As far as revenue goes, being at 9% then if you were to look at, again, on a linear track, you would say you're a little behind but we know revenue is more cyclical here than on a linear track and we haven't had any tax dollars come in which we typically get that tax in March; end of March. That's what I wanted to highlight on the Income and Expenditure Report. On the All Funds report, on the flip side, the only thing that I wanted to highlight on there, in case you were to catch it, you were to have a question about it, I've been working with auditor's office to do some reclassification of revenue per the auditor's office request. They would like us to reclassify some of our revenues into different line items. So, in the February column, at the top part in the revenue, you would see in refunds where it says 4945 there's what appears to be a negative, where it says \$30,232.92. This is on the All Funds report so it's on the flip side. The one with all the accounts vertically. All I wanted to highlight there is the money did not go away. All that signifies is that we moved the money from that line item to another line item. So, it wasn't a loss of money. It was the re-assignment of money to another line item. Like I said, the auditor's office would like us to reclassify a handful of revenue lines. So, that is what I've been doing."

Mr. Root, "Any questions for Noah (Stuby) on the all funds report? All right, well, is there a motion to approve the voucher summary, I'm sorry, Dr. Johnson?"

Dr. Johnson, "I just wanted to know, are there any expenditures that seem to be increasing from year to year? Any particular categories?"

Mr. Stuby, "Well, we're doing workforce development. We are spending more on like training and travel. You'll see more dollars going into there because we are investing more into the development of our staff. So, that's kind of, I have a small window to compare because I've only been here for a minimal time period but that has been something that I've seen is that just from the 2018 to the 2019 is kind of where we're going. That we're making that continued investment in our staff. Also, another thing that we kind of talked about earlier at the Finance Committee meeting is about benefits and health insurance is something that will fluctuate from year to year. That's something that we never know an exact dollar amount so, it can increase 10% one year. It could be 20% the next year. The next year maybe it is only 5%. So, that is something that, you know, typically it rarely goes down. So, that kind of tends to increase year by year. The increment may vary but that tends to increase. Our investment in, kind of, our advertising and printing continues to go up as we're putting ourselves more out there in marketing specifically public health. Public health struggles in marketing itself and what we do and whatnot and, again, with our inform and educate being one of the priorities that we are focusing on in our strategic plan, you will see a continued investment there as well as we continue to get our name out there."

Mr. Root, "Any questions for Noah (Stuby)? All right. Is there a motion to approve the voucher summary, the appropriation transfers, between meeting appropriation transfers, fund transfers, and to accept the Income and Expenditure report pending the audit?"

Dr. Johnson, "So moved."

Mr. Root, "Thank you Dr. Johnson. Is there a second?"

Ms. Terwoord, "Second."

Mr. Root, "Nancy (Terwoord), thank you. Any further discussion? Hearing none, all those in favor signify with aye. Any opposed? Motion passes. Thank you."

#19-03-07-1. Dr. Johnson moved to approve the voucher summary, appropriation transfers, between meeting appropriation transfers, fund transfers and acceptance of the income and expenditure report. Ms. Terwoord seconded the motion.

The motion carried by acclamation.

Mr. Root, "We can move on now to Directors Reports. Dr. Sharrett isn't here so we can move on to Robyn (Fosnaugh)."

### **DIRECTOR REPORTS**

Robyn Fosnaugh provided an update on Hepatitis A immunizations.

Mr. Root, "Thank you, Robyn (Fosnaugh). Any questions for Robyn (Fosnaugh)? All right. Let's move on to Jeff Webb."

Mr. Webb, "As inspectors, we don't always get a lot of thank you's from people.

Ms. Terwoord, "I saw one."

Mr. Webb, "But, Al Kuzma from the building department got a very nice letter from the superintendent, construction superintendent for the YMCA. And, he thanked the building department and, also the plumbing division of the health department for quote 'providing guidance, cooperation and communication.' Very nice letter. So, I just wanted to mention that. That our plumbing division has been applauded."

Mr. Root, "All right."

Ms. Terwoord, "Well, tell him thank you."

Mr. Webb, "Yes."

Mr. Root, "All right. If there are no other questions for Jeff (Webb), we'll move on to Health Commissioner's Report."

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

Health Commissioner Howell, "Well, first of all, I would like to say thank you to this team who's here. I was on vacation last week and they were covering a lot of things. I very much appreciate the few days away. Nothing bad happened. Nothing's broken and typically that

happens when I go out of town. I certainly appreciate Robyn (Fosnaugh) covering me. I have nothing really to add to the Health Commissioner's Report. I would like to point out on page 12, though, some upcoming meetings that might be of interest to you. On March 19, 2019, at 6 p.m., in this building, we will have the District Advisory Council meeting. This year Mr. Beeman will be re-appointed, and Scott Filson will be re-appointed. On April 4, 2019, we will have the Employee Appreciation Breakfast again here. You are all welcome to attend that. That is where we hand out service awards for all the employees who have completed five, ten, fifteen, twenty, twenty-five years. And, then on April 12, 2019, from 2:30 p.m. – 4 p.m., will be Nancy Cohen's retirement. You probably heard a couple of times tonight that there is more flu being reported in Greene County and we've done some press releases on that and tomorrow we will be having our first school closing which is Yellow Springs. They typically have about three or four percent absentee rates. The superintendent called me this afternoon. They're having about 21 to 23% absentee rates in the middle school and high school. It has not affected the faculty yet. But they are going to error on the side of caution and be closed down for tomorrow."

Ms. Terwoord, "What time is the breakfast?"

Health Commissioner Howell, "8:00 o'clock. I will say too that as I've been able to take vacation, Jeff (Webb) has been covering some of my meetings that I typically go to and I appreciate that and some of our other employees have been attending as well. First vacation in a long time. So, I appreciate their help."

Mr. Root, "Questions for Melissa (Howell)? All right. We can move on to committee reports. We will start with the Administrative Evaluation Committee, Mr. Beeman."

## **COMMITTEE REPORTS**

Mr. Beeman, "I have a report. I was one of those statistics for the flu last month. I haven't beat it yet. In the time between the last meetings, I talked with a C.J. Fultz from Clemans and Nelson which was the company that we hired to help us to develop a tool for evaluating the commissioner. I talked with Mr. Fultz in this room for about two hours, telling him what we had to have by our bylaws and some things about the health department and I gave him some information, and we talked about two and a half hours. And, so, I knew he had a good idea of what would work for us. And, I got this email day before yesterday and it had an Excel file and I have a draft of it, and I've been, over a couple of days, looking at this and saying, 'what is this really saying.' You know, trying to get to understand it. But it breaks things into three parts, and it is the commissioner's position description that he had to do these things. So, he looked at those and the, and I told him about the Ten Essential Public Health Services, and because I've always thought that this is essential things for us that we have to be doing. And, so, we have a section on that and then the third part was the goals for the past year and what are the goals for the coming up period. So, I've gone through it and it is odd because it is an Excel spreadsheet because there are parts that I can't change. And, I know why he did it that way. But what I'm seeing here is that when we make, put information into some of the boxes, it just gets larger. So, we can do that and when we're doing scoring type of things, there's a pull down to allow, to have the evaluator choose, you know, one, two or three. And, it'll total it up in the bottom, down at the bottom of the thing. It is kind of neat. And, it is interesting. And, I have things that I need to change, and I've just got to look at it more to fully understand it. And, I've got copies for the committee and

if after the meeting if we could get together and get a meeting and I would appreciate some information on how to manipulate this document because when you print it only has one page and you have to tell it to print all pages. Otherwise, you go 'where did it go?' And, so, it is interesting and so, what we handed out earlier today, this 2019 highlights of the Strategic Plan 2020, this is the information that would go into the evaluation because there it is. Okay? And then, this is last year's results, okay. So, you know, you handed these to me tonight and I said 'wow', okay, this fits right into this. So, I'm excited. So, if the committee will help me and like, how do we apply some of these things. Where do we get the information to evaluate things? And, and so, I think it is interesting when you open up the files you notice how different things seem. Especially in an Excel spreadsheet. So, I can answer questions."

Ms. Terwoord, "How much did we pay for the consultant? Didn't we approve an amount?"

Mr. Root, "I saw it."

Ms. Terwoord, "I thought it \$2,000.00. So, do you feel like we got a good tool out of this so far?"

Mr. Beeman, "Yes."

Ms. Terwoord, "Okay."

Mr. Beeman, "One thing I wanted to make sure when they handed off to us that we could use some manipulation to change things because we don't want to have to pay money to them again to change something."

Ms. Terwoord, "Right."

Mr. Beeman, "So, some of the blocks I haven't found the button to be able to change anything because I need to change some stuff. So, that's one thing I'm going to ask, if I haven't seen it maybe I just haven't found the right button. First thing I did is (Unintelligible) it and that works. So, it has been interesting over the last couple of days, working with it. And looking to share it with the committee. So, I've got printed examples of it and that'll give you if you're interested and I have more papers, you know, than are sitting on the committee."

Mr. Stuby, "The amount was \$2,500.00."

Mr. Root, "So the Administrative Evaluation Committee will stick around for a few minutes afterwards to get with Bill (Beeman). Okay. Any questions for Bill (Beeman)?"

Dr. Johnson, "I have one concern. Whatever we use, whatever we decide on, it should be agreed upon that this is the tool that we want to use for the evaluation and everyone on the committee or whoever is part of the evaluation should be satisfied. We all should be satisfied with the tool before we start. And, if anyone is not satisfied, then maybe we could make some adjustments or whatever, but I don't want us to get into something and then at the very end of it someone says 'well, I didn't like that way we did this.' We should be agreed on what we're going to do. What

tool we're going to use and we all should have been (Unintelligible) have copies of it, go over it. Make sure this is what we want. Agree upon it and then do it."

Mr. Root, "Dr. Johnson, what about if when the committee meets and we finalize something, we can get it to the board as soon as possible so you can look it before the next board meeting before we approve it. Would that be okay?"

Dr. Johnson, "Yeah. I just want people to know that we have a tool that is useful and that everyone is satisfied with. That's the main thing."

Ms. Terwoord, "Right. I mean, that was the general goal in asking the consultant to help us perfect this tool."

Dr. Johnson, "I haven't seen anything, a couple of things, already."

Mr. Beeman, "I just got that file a few days ago and so, and I knew I was going to be here and give the handouts."

Ms. Terwoord, "He's going to give you a copy, tonight."

Mr. Beeman, "Can I bring the memory stick and use it in your network. So, I could show it up on the screen."

Mr. Root, "All right. Any other questions for Bill (Beeman)? Well, Bill (Beeman), thank you for spending that amount of time. That is above and beyond the call of duty and I appreciate it very much. We'll get together with you after the meeting and we'll set up a meeting and we'll get copies of everything. Okay? Very good. Let us move on to the Finance/Audit Committee, Mr. Selden."

Mr. Selden, "The Finance/Audit Committee met tonight at 5:30 and has recommendations for the board. We reviewed the proposed 2020 budget and recommend board approval and submission to seek approval in a couple of weeks. That's number one. I have four recommendations actually. Can we take them all together?"

Mr. Root, "Why don't we go with them separately?"

Mr. Selden, "Okay. So, the committee recommends the board to approve the Proposed Greene County Public Health 2020 Budget dated March 1, 2019."

Mr. Root, "All right. We don't need a second since the committee is recommending it, but I want to open it up for discussion, comments. You should have all received a copy of the proposed budget in your packets. Any comments? Any questions? All right. Hearing none, all those in favor of approval of the 2020 Proposed Budget signify with aye. Any opposed? Motion passes."

#19-03-07-04. Mr. Selden moved on behalf of the Finance/Audit Committee the approval of the Proposed Greene County Public Health 2020 Budget.

The motion carried by acclamation.

Mr. Selden, "Recommendation two is the committee recommends that the board approve the Proposed 2020 Three-Part Formula dated March 1, 2019. The same situation as the budget. This will then go to the advisory council in March."

Mr. Root, "If you're a board member, if you can wrap your head around this formula then you're doing a better job than the rest of us. So, I think I know what it's all about, but it is a complicated thing. Spent a lot of time on it in committee, going over it. So, any questions for, regarding the Three-Part Formula? Basically, it is a way that the cities, townships contribute to the board of health and it is all based on property values, populations and then also on the services that we give them. Any questions or comments? All right. All those in favor of approval of the 2020 Three-Part Formula signify with aye. Any opposed? Motion passes."

#19-03-07-05. Mr. Selden moved on behalf of the Finance/Audit Committee the approval of the 2020 Three-Part Formula.

The motion carried by acclamation.

Mr. Selden, "The second half of that particular report is the 2018 Jurisdiction Report which delineates the services provided and the committee does recommend that the board approve that also dated March 1, 2019. Same document."

Mr. Root, "Questions? All right. All those in favor of approval of the 2018 Jurisdiction Report signify with aye. Any opposed? Motion passes."

#19-03-07-06. Mr. Selden moved on behalf of the Finance/Audit Committee the approval of the 2018 Jurisdiction Report.

The motion carried by acclamation.

Mr. Selden, "Next the committee, the Finance Committee recommends that the board approve the proposed retirement package for Nancy Cohen. It is well within the maximum allowed by state regulations."

Dr. Johnson, "What do you mean by estimated retirement package?"

Health Commissioner Howell, "I'll answer that. It's estimated based on the fact that she's here right now. She will retire April 12, 2019. We think she won't take anymore vacation or sick leave so we calculate it on that but there's a chance that she could get sick, you know, between now and then. And, so, instead of having 200 hours of sick leave, she would only have 193 hours left that we would pay out. So, it's an estimate of what it will be April 12, 2019, when she truly leaves. We still have to have the board approve it before she leaves. That's why it is still an estimate."

Mr. Selden, "The point is, is that is the highest estimate. If she takes those hours, then they would be deducted from her computation."

Mr. Root, "Any other questions? All right. All those in favor of approval of the estimated retirement payout for Nancy Cohen signify with aye. Any opposed? It passes. All right."

#19-03-07-07. Mr. Selden moved on behalf of the Finance/Audit Committee the approval of the estimated retirement payout for Nancy Cohen.

The motion carried by acclamation.

Mr. Selden, "The committee discussed one more item at the request of Noah (Stuby) and that was a change in the format of the financial reports so that the reports that we get will specify only bills that have been paid and will not include, the ones that you see will not include purchase orders have been signed and no payment has been made. Is that correct, Noah (Stuby)?"

Mr. Stuby, "Correct."

Mr. Selden, "Okay, and the committee recommends the board approve that change and move forward with it effective next month."

Mr. Root, "Any questions? Comments? It is going to save Noah (Stuby) and his staff a considerable amount of money and it is not money, time."

Mr. Stuby, "Time is money."

Mr. Root, "Time is money. And it is within in our mandate by the revised code so we're careful about that. And, I think, it'll be clearer for everyone. It is clearer to me and more helpful. Any questions or comments about that? All right. So, I guess, Tom (Selden), correct me if I'm wrong, we're voting to approve a revised version..."

Ms. Terwoord, "We don't have to approve it."

Mr. Root, "We don't have to approve it. Okay. Good. I guess we don't."

Ms. Terwoord, "The Finance Committee approved it. You're just changing the report."

Mr. Root, "Right, right. If anybody doesn't like it, let us know. Okay? We'll take another look at it. I think you're going to like it, though. Okay, very good. Thank you for that, Nancy (Terwoord). Thank you, Tom Selden, very much. We can move on to Personnel Committee, Dr. Johnson."

Dr. Johnson, "No report."

Mr. Root, "Planning and Evaluation Committee, Mr. Hammond."



Mr. Hammond, "Yes, we met briefly before this meeting to discuss two things. First of all was the 2019 -2021 Performance Management Strategy Summary and basically we don't need any action on that other than, what we've been looking at, the staff have been sort of paring down, stripping down that report so it just includes just the information that we need. Not a lot of extra information. So, we have basically approved of what they've done in the summary. So, we're really looking at a new format and just wanting to let the staff know that we're okay with the format and letting the board know that we think the format is where we want to be. The second thing we looked at was a review of the 2018 End of Year Report on Strategic Priorities and Performance Management. And, we would like to ask for, recommend for approval on that by the board."

Mr. Root, "Any discussion regarding the End of Year report on the priorities? Okay. Hearing none, all those in favor of approval of the 2018 Year End Report on the Strategic Priorities and Performance Management signify with aye. Any opposed? Motion passes. "

#19-03-07-08. Mr. Hammond moved for the approval of the 2018 End of Year Report on the Strategic Priorities and Performance Management.

The motion carried by acclamation.

Mr. Root, "Thank you, Mr. Hammond. Item ten, is there a need for an executive session? Okay. We can move on to number 11, Personnel."

#### **EXECUTIVE SESSION**

No Executive Session.

#### **PERSONNEL**

Health Commissioner Howell, "Apryl Taylor who was a sanitarian with us resigned effective February 15, 2019. She accepted a position with Ohio EPA, Environmental Protection Agency. And, also, just again, a recognition of Nancy Cohen who has been a dietitian here for many, many years, since 1985, she's been here. She will retire effective April 30, 2019, and there is a draft resolution in your agenda notes, if someone would like to read that into the record on behalf of the board of health. We'll make sure she receives that."

Mr. Root, "All right, I'll read it unless someone else wants to. Okay, the Greene County Board of Health wishes to recognize and commend **Nancy R. Cohen** for her devotion and dedicated service to the Greene County Board of Health and Greene County Public Health.

WHEREAS: Ms. Cohen began her public health career on July 8, 1985, serving until her retirement on April 30, 2019; and,

WHEREAS: Said retirement concludes a career of care for pregnant and breastfeeding women, infants and children spanning over 33 years of committed service to the Greene County Public Health and the residents of Greene County; and,

WHEREAS: Her dependability, diligence to duty, and loyalty to the Greene County community in the performance of those duties has been exemplary;

SO, BE IT RESOLVED BY THE GREENE COUNTY BOARD OF HEALTH:

Section 1. The Greene County Board of Health wishes to express its appreciation of Ms. Cohen's years of service on behalf of the Greene County Public Health and the residents of Greene County.

Section 2. That a copy of this resolution be presented to Ms. Cohen as a small token of the Greene County Board of Health's appreciation for her years of dedicated service."

Mr. Root, "Do I have a motion for that?"

Ms. Montague, "So moved."

Mr. Root, "Thank you, Charlene (Montague). Is there a ..."

Ms. Terwoord, "Second and bravo."

Mr. Root, "Any discussion? All those in favor signify with aye. Any opposed? Motion passes.:

#19-03-07-9. Ms. Montague moved the following:

The Greene County Board of Health wishes to recognize and commend **Nancy R. Cohen** for her devotion and dedicated service to the Greene County Board of Health and Greene County Public Health.

WHEREAS: Ms. Cohen began her public health career on July 8, 1985, serving until her retirement on April 30, 2019; and,

WHEREAS: Said retirement concludes a career of care for pregnant and breastfeeding women, infants and children spanning over 33 years of committed service to the Greene County Public Health and the residents of Greene County; and,

WHEREAS: Her dependability, diligence to duty, and loyalty to the Greene County community in the performance of those duties has been exemplary;

SO, BE IT RESOLVED BY THE GREENE COUNTY BOARD OF HEALTH:

Section 1. The Greene County Board of Health wishes to express its appreciation of Ms. Cohen's years of service on behalf of the Greene County Public Health and the residents of Greene County.

Section 2. That a copy of this resolution be presented to Ms. Cohen as a small token of

the Greene County Board of Health's appreciation for her years of dedicated service.

Ms. Terwoord seconded the motion.

The motion carried by acclamation.

Mr. Root, "We can move on. Is there any new business? Any old business? Any additional business?"

**NEW BUSINESS**

No New Business.

**OLD BUSINESS**

No Old Business.

**ADDITIONAL BUSINESS**


Mr. Selden, "Yes, one. If there's anybody here who has not been to a District Advisory Council meeting, attendance at that would give you a much broader insight as to how the county health district is ordered. Including the unique aspects of the combined health district, the roles of the cities as opposed or as in accordance with the organization because there are a lot of specifics there. And, I only bring it up because there are sometimes not understanding between some of the DAC according to our members. Some of cities are thought to be the leading authority or (Unintelligible) represent is and what their role may be for the organizations. It's pretty interesting."

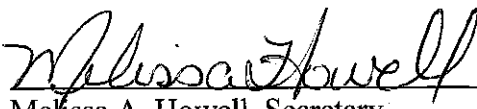
Mr. Root, "Very good, Tom (Selden). Any other additional business?"

Mr. Filson, "Andy (Root), I think this is the first time in recent memory we've had a full, complete board."

Mr. Root, "I think you're right. That's fantastic. All right, on that fine note, I will entertain a motion to dismiss."

The March 7, 2019, Greene County Board of Health meeting adjourned at approximately 7:48 p.m.

  
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Andrew Root, President

  
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Melissa A. Howell, Secretary