

Washington County General Health District

Board of Health

Meeting Minutes

April 14, 2009

The regularly scheduled meeting of the Washington County Board of Health was called to order at 7 p.m. by President Wilbert Antill. The following Board members were in attendance: Wilbert Antill, Richard Daniell, Bob Powell, Dr. Todd Myers, Jim Rodgers, and alternate, Steve Johnson. Staff present: Dr. Kathleen Meckstroth, Valerie Betkoski, Ken Robinson, and Jeannie Farnsworth.

Mr. and Mrs. William Freed were present to request a variance to connect a trailer to an existing household sewage treatment system. This would be a temporary connection for an undetermined period of time during which Mrs. Freed's mother will be living in the trailer until such time that the trailer will no longer be needed by her (Mrs. Freed) mother. Mr. Daniell moved to approve the variance with the understanding that this would be only for the timeframe as proposed and would be disconnected when trailer is no longer needed. Second Mr. Powell. Motion carried. A \$50 consultation fee would be assessed to cover the cost of the inspection when the trailer is connected.

Mr. and Mrs. Freed left the meeting.

The minutes of the March 10 meeting were presented for approval. Mr. Daniell moved approval. Second Dr. Myers. Motion carried.

The meeting was turned over to Dr. Meckstroth for the purpose of Board Reorganization. Dr. Meckstroth called for nominations for the office of President. Mr. Antill nominated Bob Powell. Second Mr. Rodgers. Mr. Daniell nominated Wilbert Antill. Second Mr. Powell. Nominations were closed. Mr. Antill was elected Board President by a vote of 4 to 1.

Dr. Meckstroth called for nominations for the position of President Pro Tempore. Mr. Daniell nominated Bob Powell to serve as President Pro Tempore. Second Dr. Myers. Nominations were closed and Mr. Powell was elected by a unanimous vote.

The meeting was turned over to newly elected President Mr. Antill.

Ms. Farnsworth presented the fiscal report. As part of her report she explained the difficulties that have arisen with timeliness of approval and release of funds from the Ohio Department of Health on grants. Because of the length of time needed before funds are released, it is necessary to advance funds from the

general fund into the grants funds to cover expenses. This decreases the amount of cash available and can cause serious short term budget shortfalls. As the money for the grants is released it is all returned to the general fund, but this may not be until several months later. Currently the Public Health Infrastructure grant is the one with the longest delay in funding reimbursement. This is also the largest of the grants received.

A list of budget actions was presented for approval. Mr. Daniell moved approval. Second Mr. Rodgers. Motion carried.

A list of bills paid throughout February and March was presented for approval and discussion. Mr. Rodgers moved approval. Second Mr. Powell. Motion carried.

The county auditor reconciliation report was available for Board review.

Dr. Meckstroth presented the Health Commissioner's report as written. In addition she presented the monthly summary of the Dental Clinic and a quarterly report of revenue and expenses of the basic public health services as outlined in the report to the District Advisory Council. A long discussion followed regarding preparing for the possibility of budgetary shortfalls in the remainder of 2009 and in 2010. Dr. Meckstroth was instructed to provide some alternative solutions for the Board's consideration at future meetings.

Dr. Meckstroth also explained the up-coming Board Governance assessment that will be completed over the next few months. This assessment is part of a national tool required for use by all health departments. A copy of the tool was distributed to each Board member for preparation of the discussion.

Nursing Director, Valerie Betkoski, presented the public health nursing report. She emphasized the work being accomplished by the cardiovascular health program. She also presented changes that are occurring with the BCMH program. Ms. Betkoski will be training as a back-up in BCMH and will carry a small caseload so that more patients and families can be reached. No billing has been done in this program since January but that will be remedied with additional software and billing training to be conducted on April 16.

Ken Robinson, Environmental Health Director presented the environmental health program report. In addition to the written report of activities conducted during March, he requested Board action against the Village Market. A check for the license fee due March 1 was returned for insufficient funds. Several contacts have been made but the fees have not been paid. Not only is the original fee due, but also a late fee and a returned check fee. Although payment is promised before the end of the week, Mr. Robinson requested Board action should payment not be received. Mr. Powell moved that the Village Market be closed if

payment is not received by Monday, April 20, 2009. Second Mr. Rodgers.
Motion carried.

A refund of \$50 was requested for a water sample that was not collected on property being handled by Advantage Real Estate. Mr. Rodgers moved approval of the refund. Second Mr. Powell. Motion carried.

The following out of county travel was requested:

Spring Health Commissioners Conference, May 11-13, Columbus
(Meckstroth)

Registration, per Diem, time and travel

Local Health District Education Days, Immunization Program. May
6, May 20 (Nurses)

Time and travel

May 6, Akron (Betkoski)

May 20, Athens (Shaffer, Piehowicz)

Mr. Powell moved approval. Second Mr. Daniell. Motion carried.

No unfinished business

No new business

The meeting was adjourned at 8:50 p.m. The next meeting of the Board of Health is scheduled for May 12 at 7:00 p.m. with a board governance assessment starting at 6 p.m.

Respectfully submitted,

Kathleen Meckstroth, Secretary

Wilbert Antill, President