

Washington County General Health District
Board of Health
Meeting Minutes
12/11/2007

The regularly scheduled meeting of the Washington County Board of Health was called to order at 7:00 p.m. by President Wilbert Antill. Board members present: Wilbert Antill, Richard Daniell, Bob Powell, Jim Rodgers, Dr. Todd Myers, and alternate, Steve Johnson. Staff present: Dr. Meckstroth, Jeannie Farnsworth, Ray Touvell

Mr. Rodgers moved approval of the minutes of the November 13 Board meeting. Second Mr. Daniell. Motion carried.

Ms. Farnsworth presented the fiscal report. She explained the cash status report and the estimated carry-over including the breakdown of the report into four general categories—environmental, nursing, grants, and general fund. The remaining appropriations column is what the health department thinks the programs are going to spend and the estimated revenue is what is expected to be received within the program area.

The list of bills to be paid in December totaled \$34,528.23. Cash is available to pay these bills. Mr. Rodgers moved payment of bills. Second Dr. Myers. Motion carried.

Because the invoice on the contract with Zanesville-Muskingum Health Department for epidemiological services was dated prior to the receipt of the Notice of Award for the PHI grant, a Then and Now statement required approval from the Board of Health. Mr. Rodgers moved approval. Second Dr. Myers. Motion carried.

Transfers within funds and reductions in appropriations were required to close out the end of the year books. Mr. Daniell moved approval of budget action items as presented. Second Mr. Powell. Motion carried.

Ms. Farnsworth also expressed her recommendation that the Board consider the establishment of a budget committee. The Board will take this into consideration.

In the absence of Ms. Betkoski, the Board had received a written report. Dr. Meckstroth relayed the information that only 350 doses of flu vaccine remains.

In the absence of Mr. Robinson, a written environmental report was distributed to the Board. Dr. Meckstroth relayed the information that Josh Lane had attended two-day training on school inspections. The Board stated that Mr. Robinson should also attend this training when it is offered in January in Athens. Dr. Meckstroth will inform Mr. Robinson of this decision.

Dr. Meckstroth presented the health commissioner's report as written.

No out of county travel was presented for approval.

Mr. Touvell, the county plumbing inspector presented a proposal for a residential plumbing program and why this program would be important to the county. The Board will take this proposal under consideration but is concerned about the extra burden such a program might have on homeowners.

Mr. Touvell also presented a proposal for registration of plumbers in Washington County. Plumbers are currently registered with the Building Department. This did not move over to the Health Department when the plumbing program did. In discussion with the Building Department, the move to put this as part of the health department's plumbing program would make sense. The Board was not in favor of this registration under the health department at this time.

Old Business: The proposed fee schedule was read for the second time. A public hearing is set preceding the January Board meeting.

The 2008 Health Department Budget, excluding the general fund that was approved in March, was presented for approval. After discussion regarding the concern of expenditures exceeding revenue in some funds, Dr. Myers moved to approve the budget as presented with quarterly evaluation. Second Mr. Rodgers. Motion carried. The Board expressed its hope that Ms. Farnsworth could express the status of the budget in a more concise and understandable form in her monthly reports.

In conjunction with the budget discussion, Mr. Powell moved approval of the salary of the cardiovascular health program consultant to \$18.00/hour contingent on grant approval. Future raises will also be grant dependent. Second Dr. Myers. Motion carried.

The inspection of semi-public small flows septic systems was tabled until the January meeting. There was a concern that there was no way to enforce dysfunctional systems.

New Business:

Mr. Powell moved the Board to Executive session at 9:45 p.m. to discuss the renewal of the contract for the Health Commissioner. Second Mr. Rodgers.

Mr. Antill yes

Mr. Daniell yes

Mr. Powell yes

Mr. Rodgers yes

Dr. Myers yes

Mr. Rodgers moved the Board from Executive session at 10:15 p.m. Second Dr. Myers.

Mr. Antill yes

Mr. Daniell yes

Mr. Powell yes

Mr. Rodgers yes

Dr. Myers yes

Mr. Powell moved to approve a one-year contract for the Health Commissioner with an annual salary of \$65,508.00. An allowance for an out of state meeting is also set at \$2,000.00 for the year. The contract will be reviewed at the end of 2008. Second Dr. Myers. Motion carried.

There being no further business, the meeting was adjourned at 10:25 p.m.

Respectfully submitted,

Kathleen L. Meckstroth Secretary

Wilbert Antill, President