

**HEALTH BOARD MEETING**

**March 20, 2014**

**Wayne County Health Department**

**Multipurpose Room**

**PRESENT:** James Howell, M.A., Chairperson  
Richard Siebert, DVM, Vice-Chairperson  
Elizabeth Bennett, RN  
Paul Rider, M.D.  
John Lebo M.A.  
Jon Igelman, M.D.  
Patricia Ravinet  
Dr. David Keller, MD, Health Officer/Secretary of the Board of Health  
Eric Coulter, MBA, Ed.D., Executive Director  
Kathy Jordan, Secretary

**ABSENT:**

**GUESTS:** Kim Flanigan

**ROLL CALL**

**DETERMINATION OF QUORUM**

James Howell called the meeting to order and it was determined that there was a quorum and asked for a motion to accept the minutes from the meeting on February 20, 2014 which were mailed to Board members. Dr. Igelman made the motion and it was seconded by Dr. Rider. The motion passed unanimously.

**COMMUNICATIONS:**

Each member received a copy of the Agenda, and the 2013 Annual Report

**OLD BUSINESS:**

Dr. Coulter reminded the board that the department will be down in revenue this year and showed an estimate of our year end balance and explained the reasons for the reduced revenue. Dr. Coulter shared some ideas regarding our current budgets.

Dr. Coulter showed a timeline for Federally Qualified Health Center (FQHC) application that our consultant created for us. We are continuing to work on the application and have weekly phone calls with the consultant. The consultant reminded us how important it is to keep our current board members in place for the duration of the application process and beyond.

Online permitting continues to be an issue even after meeting with Commissioner Butters regarding this. A motion was made by Jim Howell, and seconded by John Lebo to include the following paragraph from the Commissioners meeting dated February 19, 2014 in the health board minutes. The motion passed unanimously.

“Mrs. Butters reported on her meeting with the Health Department and online permitting for septic and food. Mrs. Butters said there was resistance to online septic permitting, and Mr. Burns said we needed to check into this further.”

Dr. Coulter showed an email from Allen County regarding how online permitting was not a smooth process for their health department and was a better fit for the area of Planning and Zoning.

Discussion followed and Dr. Siebert made the following motion, and it was seconded by Elizabeth Bennett. The motion passed unanimously.

In light of the Health Department’s position on online permitting being characterized as “resistant” in the Commissioner’s minutes, I move that the Board instruct our attorney, Rick Boston, to communicate the Board’s procedures for “permitting” for temporary food permits and septic permits to Ron Cross, as counsel to the Commissioners.

I further move that it be conveyed to Attorney Cross by our attorney that the Health Department is not “resistant” to using new technologies to allow online permitting; and that we have a staff with the technical skills to do so and in fact is already allowing both temporary food permits and septic permits payments with debit/credit cards. Also, that this department is known at the State level for our unique use of technology in many areas. However, with that said we have to make sure we strike the proper balance between the protection of the public health and the determination of the usefulness of any new technology.

I move that our attorney express to Attorney Cross our wish that he convey our position to the Commissioners and express to the Commissioners that we do not intend to be “resistant” to creating an online process and that our Board and Staff would be willing to meet with them to further discuss our policies and procedures and the reasons for retaining certain policies.

I also move that this Board remain open to constructive suggestions to better this process, keeping in mind that while striving to make the permitting process convenient for those using it, it is the Board’s primary duty under the law to develop policies, that solely in this Board’s opinion, best protects the public health which must include the following:

- (a) Field inspections of all food vendors before opening at an event; and
- (b) The receipt of both the vendor’s application and permit fee by the deadline set by the Health Department, which must be prior to the day of the scheduled event.

#### **NEW BUSINESS:**

Dr. Coulter showed the board the news report from Channel 8 on the Skittles that were reported by Reid Hospital to have caused people to become sick. A timeline was shown to the board to stress to the board how long this investigation lasted and the intensity of the investigation. About the same time the food inspectors were involved in an accident on Interstate 70 involving two different trucks. The inspectors were present to answer any questions regarding these two incidents. The time spent on the truck accidents was approximately seventy hours by four inspectors.

Dr. Coulter showed an email from Dr. Rider regarding the Tobacco 21 program and an email from Eric to Rick Boston and Attorney Ron Cross regarding the health department passing this rule. Rick Boston said he thought the Commissioners would have to pass an ordinance regarding raising the age to purchase tobacco products. There was no reply from Attorney Ron Cross. The Health Department cannot change the age to purchase tobacco products.

Dr. Coulter opened discussion regarding the clinic financial guidelines. Dr. Siebert made a motion to remove the financial ceiling on guidelines for clinic patients and keep the sliding fee scale. John Lebo seconded the motion. The motion passed unanimously.

The next meeting is scheduled for Thursday, April 17, 2014 at 12:00 (noon) in the multipurpose room at the Wayne County Health Department.

Dr. Rider made a motion to adjourn, John Lebo seconded the motion. The motion passed unanimously.

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Dr. Richard Siebert, Vice-Chairperson

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Date