

5. **Approval to Appoint Nick Hughes as a Registered Environmental Health Specialist-in-Training in the Water and Waste Division** – Recommendation to appoint Nick Hughes as a Registered Environmental Health Specialist-in-Training in the Water and Waste Division contingent upon meeting all pre-employment requirements at the salary indicated on the attached salary sheet. (Attachment #4)

Dr. Rickabaugh made a motion to approve consent agenda items #1 through #5. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

NON-CONSENT AGENDA:

Variations:

Black Water Holding Tank at 2554A Bergen Rd., Stonelick Township, 47-V-24 – Ms. Nesbit stated the property owner, Cell Properties LLC, is requesting a variance to install a black water holding tank at 2554A Bergen Rd., Stonelick Township (47-V-24). Ms. Nesbit informed the Board all required paperwork has been received and is in order. Staff recommended approval, contingent on the tanks being installed and passing the water-tight tests.

Shane Shaw from Cell Properties LLC was present and indicated he understood all the requirements. Ms. Nesbit further explained the requirements for monthly pump tickets and that the variance is approved monthly for one installation season, with the intent that the system be completed by the summer of next year.

Dr. Rickabaugh made a motion to approve the variance request to install a black water holding tank at 2554A Bergen Rd., Stonelick Township (47-V-24). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #5)

Public Comment - No members of the public offered any comments at this point in the meeting.

Third Reading of a Resolution Establishing Revised Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps, Temporary Recreational Vehicle Parks, Temporary Recreation Camps, Temporary Combined Park-Camps, Plumbing, Private Water, and Septic Fees Pursuant to Ohio Revised Code Section 3709.09 and 3709.21 – Ms. Nesbit held the third reading of a Resolution Establishing Revised Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps, Temporary Recreational Vehicle Parks, Temporary Recreation Camps, Temporary Combined Park-Camps, Plumbing, Private Water, and Septic Fees by title only.

Adoption of Resolution 21-24 Establishing Revised Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps, Temporary Recreational Vehicle Parks, Temporary Recreation Camps, Temporary Combined Park-Camps, Plumbing, Private Water, and Septic Fees Pursuant to Ohio Revised Code Section 3709.09 and 3709.21 – Ms. Nesbit requested the Board adopt Resolution 21-24 Establishing Revised Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps, Temporary Recreational Vehicle Parks, Temporary Recreation Camps, Temporary Combined Park-Camps, Plumbing, Private Water, and Septic Fees Pursuant to Ohio Revised Code Section 3709.09 and 3709.21.

Dr. Khan made a motion to adopt Resolution 21-24 Establishing Revised Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps, Temporary Recreational Vehicle Parks, Temporary Recreation Camps, Temporary Combined Park-Camps, Plumbing, Private Water, and Septic Fees Pursuant to Ohio Revised Code Section 3709.09 and 3709.21. Dr. Rickabaugh seconded the motion. The vote upon roll call was as follows: Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #6)

Adoption of Resolution 22-24 Authorizing the Termination of the PHHS Grant Fund #7322 and Acknowledging That All Obligations Incurred on Behalf of This Fund Have Been Paid – Ms. Nesbit explained to the Board this fund was from the previous Injury Prevention Grant. The agency has not had the grant for several years and no longer needs it. The grant has transitioned to a regional grant held by Clark County. In order to close a fund, there must be no activity for six months. The fund should have been closed earlier, but a worker's compensation credit was added earlier this year. The six months have now passed, and Ms. Nesbit requested adoption of Resolution 22-24 Authorizing the Termination of the PHHS Grant Fund #7322 and Acknowledging That All Obligations Incurred on Behalf of This Fund Have Been Paid.

Dr. Rickabaugh made a motion to adopt Resolution 22-24 Authorizing the Termination of the PHHS Grant Fund #7322 and Acknowledging That All Obligations Incurred on Behalf of This Fund Have Been Paid. Mr. Meadors seconded the motion. The vote upon roll call was as follows: Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #7)

Approval of Air Conditioning Split for Community Health Services – Ms. Nesbit stated the agency has received approval from the Ohio Department of Health to use Enhanced Operations Grant Funding for the purchase and installation of a mini-split air conditioning unit for Community Health Services. Since the project cost is estimated to be over \$5,000, it is considered a capital purchase and requires approval of the Board. This project was specifically requested in the Enhanced Operations grant because the office where two vaccine refrigerators are kept becomes too hot in the summer months, causing the units to be out of temperature. Ms. Nesbit requested approval from the Board to purchase and install a new mini-split air conditioning system in the Community Health Services office for \$14,600.

Dr. Rickabaugh made a motion to approve the air conditioning split for Community Health Services. Dr. Khan seconded the motion. The vote was all ayes; motion carried.

Approval of Contract Between the Clermont County General Health District and the Clinton County General Health District for Professional Services for Back-up Commercial Plumbing in Highland County – Ms. Nesbit stated the agency has a pre-existing contract for back-up plumbing services with Clinton County; however, the contract did not include services for Highland County. She asked the Board to approve an additional contract with Clinton County General Health District for professional services for back-up commercial plumbing in Highland County.

Dr. Khan made a motion to approve the contract between Clermont County General Health District and the Clinton County General Health District for Professional Services for professional services for back-up commercial plumbing in Highland County. Mr. Meadors seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

Approval of Revisions to Clermont County Septic System Rehabilitation Financing Program Plan – Ms. Nesbit explained the Septic Rehab Program Plan needed to be updated to exclude township elected officials from being eligible to receive funding. Upon consultation with the

Prosecutor's office, they felt it would be best practice to make any county, township, or municipal corporation official ineligible by virtue of their adjacency to the program.

Dr. Khan made a motion to approve revisions to the Clermont County Septic System Rehabilitation Financing Program Plan. Mr. Meadors seconded the motion. The vote was all ayes; motion carried. (Attachment #9)

Approval of Update to Personnel Policy Section 05.13 Parental Leave Policy – Ms. Nesbit explained to the Board how a Staff Retention Quality Improvement Project was initiated this year as a continuation of the prior Staff Retention Quality Improvement Project from 2017. The project aimed to implement initiatives to lower staff turnover rates and increase staff retention. This policy, and the following two policies, came as recommendations from the quality improvement process.

Ms. Nesbit requested approval to update Personnel Policy Section 05.13 Parental Leave Policy to increase the current six-week parental leave to eight weeks.

Dr. Khan made a motion to update Personnel Policy Section 05.13 Parental Leave Policy. Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #10)

Approval of Update to Personnel Policy Section 05.02 Vacation Policy and Section 05.08 Personal Leave Policy – Ms. Nesbit explained that updates to the Personnel Policy Section 05.02 Vacation Policy and Section 05.08 Personal Leave Policy should be considered together. The Staff Retention Quality Improvement Team proposed changing the current vacation policy to allow for a maximum of six weeks of vacation time. When Ms. Nesbit reviewed the proposal, she suggested the sick leave to personal day conversion found in Section 05.08 Personal Leave Policy be eliminated in exchange for increasing vacation time. Due to the proposal's timing, with some staff planning to use the sick leave to personal day conversion for time off in 2025, the Leadership Team suggested phasing out the conversion over the next few years. Ms. Nesbit requested approval to update Personnel Policy Section 05.02 Vacation Policy to allow for a maximum of six weeks of vacation time and also update Personnel Policy Section 05.08 Personal Leave Policy to allow the conversion of up to eight hours of personal leave for up to three additional personal days instead of five for 2025.

Dr. Rickabaugh made a motion to update Personal Policy Section 05.02 Vacation Policy and Section 05.08 Personal Leave Policy. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachments #11 and #12)

Approval of New Personnel Policy Section 05.16 Anniversary Bonus – Ms. Nesbit stated anniversary bonuses were proposed as part of the Staff Retention Quality Improvement Project. If approved, these bonuses would be awarded to employees beginning on their fifth anniversary of employment with the agency and would continue every five years until the employee retires. These bonuses would have a minimal impact on the agency's budget, and staff would still be recognized for their continued employment at Clermont County Public Health. Ms. Nesbit requested approval of a new Personnel Policy Section 05.16 Anniversary Bonus.

Mr. Meadors made a motion to approve a new Personnel Policy Section 05.16 Anniversary Bonus. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #13)

Approval of Update to Personnel Policy Section 08.20 Artificial Intelligence - Ms. Nesbit explained to the Board how the Artificial Intelligence Policy is ever-changing as more is learned about

Artificial Intelligence (AI) and how it can potentially influence the workplace. The current plan is being updated to add language regarding recording meetings using audio, video, AI, or electronic transcription in any manner. She requested approval for an update to the current policy to include this language.

Dr. Khan made a motion to approve the update to Personnel Policy Section 08.20 Artificial Intelligence. Dr. Rickabaugh seconded the motion. The vote was all ayes; motion carried. (Attachment #14)

Approval and Payment of Bills – Ms. Nesbit presented the Health District's bills for consideration. Following the Board's review and discussion, Dr. Rickabaugh made a motion to pay the bills as presented. Dr. Khan seconded the motion. The vote was all ayes, motion carried. (Attachment #15)

Adoption of Resolution 23-24 Declaring Properties Public Health Nuisances - Ms. Nesbit presented the addresses of fifteen properties to be considered public health nuisances as stated on Attachments A and B of Resolution 23-24 Declaring Public Health Nuisances and Ordering Abatement of Nuisances at Identified Properties.

Following a review and discussion, Dr. Khan made a motion to waive the three required readings of Resolution 23-24, Declaring the Properties listed on Attachments A and B Public Health Nuisances. Mr. Meadors seconded the motion. The vote upon roll call was as follows: Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to declare Resolution 23-24 an emergency measure necessary for the immediate preservation of the public peace, health, or safety and for the purpose of the immediate need to abate or remove the dangerous public health nuisances. Mr. Meadors seconded the motion. The vote upon roll call was as follows: Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to adopt Resolution 23-24 Declaring the Properties listed on Attachments A and B to be Public Health Nuisances and ordering abatement of nuisances at the identified properties. The motion further stated if corrections were not made within the allotted time, the nuisance cases would be referred to the Health District's legal counsel for appropriate action. Dr. Rickabaugh seconded the motion. The vote upon roll was Dr. Khan, aye; Mr. Meadors, aye; Dr. Rickabaugh, aye; Mr. Brown, aye; motion carried. (Attachment #16)

Additional Information

The Region V Public Health Leadership Institute – Ms. Nesbit stated Assistant Health Commissioner Maalini Vijayan has been accepted into the Region V Public Health Leadership Institute (RVPHLI). This six-month virtual program is geared towards providing an opportunity for professionals in public Health to cultivate their capacity to influence change in their organizations and communities.

ADJOURNMENT:

Dr. Khan made a motion to adjourn the meeting at 4:06 p.m. Dr. Rickabaugh seconded the motion. The vote was all ayes, motion carried.



SECRETARY



RESPECTFULLY SUBMITTED