



October 19, 2024

Mayor Tom O'Leary, President
Galion City Board of Health
113 Harding Way East
Galion, Ohio 44833

The Honorable Mayor O'Leary:

The Ohio Department of Health completed a survey of Galion City Health Department's Public Swimming Pool Program on Nov. 16, 2023. The purpose of the survey was to determine whether Galion City Health Department is carrying out the mandated program requirements as set forth in the Ohio Revised and Administrative Codes. Mark Wiesner, REHS, of our staff conducted the on-site survey and Brandon Blakeman, REHS, of our staff reviewed the survey findings.

The enclosed survey report contains the surveyor's findings, recommendations, and conclusions. Based upon this report and further review by the Bureau of Environmental Health & Radiation Protection, we find that the Public Swimming Pool Program is meeting the minimum acceptable standards as specified by the survey methodology.

We wish to thank you for your time and effort in helping us to complete the survey. If you have any questions regarding the survey report, please feel free to contact Brandon Blakeman, REHS, REACH Unit Administrator, at Brandon.Blakeman@odh.ohio.gov.

Sincerely,

W. Gene Phillips, REHS

Digitally signed by W. Gene
Phillips, REHS
Date: 2024.10.19 08:36:40 -04'00'

W. Gene Phillips, REHS, Chief
Bureau of Environmental Health & Radiation Protection
Ohio Department of Health

WGP/bb

Enclosures

cc: Andrea Barnes, REHS, Health Commissioner, Galion City
Mark Wiesner, REHS, ODH
File

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Public Swimming Pool Survey Worksheet
Galion City Health Department

Date: Nov. 16, 2023		Name of Surveyor: Mark Wiesner			
I.	LICENSES 20 Points	Score	Total Points Possible	Corrective Action Plan Required	Comments
1	Were applications/licenses on file for all known public swimming pools? (Subtract points based on % of missing from what was reviewed.)	10.00	10		
2	Was the department using a state approved application form?	2.00	2		
3	Did the applications include all information from the operator, i.e. type of public swimming pool, name & address of applicant, street address of property, name of operator, operator signature?	1.50	1.5		
4	Were applications properly acted on within 30 days? (Included LHD information)	1.50	1.5		
5	Was a late fee applied to the local fee when applications were submitted/postmarked after April 30th?	2.00	2		
6	Were plans submitted for alterations/renovations/equipment replacement to the public swimming pool?	3.00	3		
II.	FEES/TRANSMITTALS 20 Points	Score	Total Points Possible	Corrective Action Plan Required	Comments
1	Was a cost analysis available that was conducted in accordance with OAC 3701-36-14 and were established fees equal to or less than the maximum allowed by the cost methodology? <i>If fees exceed those that were calculated by the cost methodology, then program will be placed in Provisional Status automatically.</i>	10.00	10		Cost methodology was done for each pool fee category.
2	Did the health department establish its fees through board of health action and follow proper fee adoption procedure per ORC 3749.04?	2.50	2.5		
3	Were fee categories consistent with OAC 3701-31-03(D)?	5.00	5		
4	Was the transmittal report form with state fee amounts submitted to the director within 45 days after the end of the quarter in which they were	2.50	2.5		

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III.	INSPECTIONS /ENFORCEMENT 30 Points	Score	Total Points Possible	Corrective Action Plan Required	Comments
1	Was an annual inspection on file for each facility? (Allow for a window of 10 business days) If annual inspection dates fall outside of the window, program will be placed in Provisional Status automatically. Point deductions will occur for each gap of time greater than 365 days.	10.00	10		
2	Was an Equipment Inventory Inspection on file for each facility for every calendar year?	10.00	10		
3	Were violations documented on inspections reports and follow up inspections conducted to determine correction of violations as necessary with the operator? Did the inspection reports indicate that rules were interpreted accurately and consistently?	4.00	4		
4	Minimum inspection components noted on inspection forms? (Safety equipment, main drain certifications, water quality tests, perimeter barrier, flow rate, equipment functionality, operator records)	4.00	4		
5	Was an enforcement action plan on file and is it followed? Were enforcement or other actions taken by the Board of Health in the file?	2.00	2		
	FIELD REVIEW				
IV	Field Inspection 30 points	Score	Total Points Possible	Corrective Action Plan Required	Comments
1	Confirm that all aspects of the minimum field inspections are being completed per OAC Section 3701-31.				
a.	Environmental health specialist conducted water quality tests	5	5		
b.	Environmental health specialist verified that all required safety equipment was present and functioning and reviewed operator's records	5	5		
c.	Environmental health specialist reviewed operator's records and main drain certifications	5	5		

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Galion City Health Department

d.	Environmental health specialist reviewed the flow via flow meter/gauges	5	5		
e.	Environmental health specialist inspected perimeter barrier/gates/locks	5	5		
2	Noted violations same or similar to the state surveyor?	5	5		
Did LHD provide training opportunities to Environmental health specialist Staff during period surveyed? 1 point = 1-20% of staff trained, 2 points = 21-40% of staff trained, 3 points = 41-60% of staff trained, 4 points = 61-80% of staff trained, 5 points = 81-100% of staff trained					
	Did LHD provide annual training opportunities to operators? Points awarded based on the number of operators that attended. 1 point = 1-20% of operators, 2 points = 21-40% of operators, 3 points = 41-60% of operators, 4 points = 61-80% of operators, 5 points = 81-100% of operators	5	5	Bonus Points	Dec. 20, 2022 CPO - Andrea Barnes
		0	5	Bonus Points	

100

Total Possible
Points

Survey Points 100.00
Bonus Points 5.00
Total Points Awarded 105.00

TOTAL SCORE: 105%

The LHD must have a score of 80 or above to be placed on the Director's approved list. Any score below 80 will result in provisional status. An action plan may be required to address noted deficiencies.

**GALION CITY HEALTH DEPARTMENT
PUBLIC SWIMMING POOL PROGRAM
Administrative & Field Review**

INTRODUCTION

A survey of Galion City Health Department's Public Swimming Pool Program was completed on Nov. 16, 2023, by Mark Wiesner, REHS, of the Ohio Department of Health (ODH). This review was conducted in accordance with Ohio Revised Code (RC) section 3749.07 which authorizes ODH to complete such a survey to determine whether the public swimming pool program is being administered in accordance with RC sections 3749.01-3749.09 and Ohio Administrative Code (OAC) Chapter 3701-31.

The survey consisted of a review of the licensing and certification procedures, fees, annual inspection reports, and related administrative aspects of the program for the 2021 and 2022 license years. A field observation of the inspecting Registered Environmental Health Specialist (REHS) staff was performed as well.

ADMINISTRATIVE REVIEW FINDINGS

Application Processing

There were six public swimming pool licenses issued by Galion City Health Department during the 2021 license period and six public swimming pool licenses issued during the 2022 license period. All files were reviewed for the administrative portion of the survey.

Applications contained complete information such as operator and approval signatures, received by dates, process dates, audit, and licensing numbers. Applications were processed within 30 days of receipt.

All operators correctly made application for licensure for the license years surveyed during the month of April as per RC 3729.05(A)(1).

Certification/transmittal procedures

Certification of licenses and transmittal of state fees were correct and processed in a timely manner. All information on the licenses was consistent with the information on the transmittal report.

Plans

All public swimming pool files reviewed contained plans approved by ODH.

Approved Equipment Replacement Notification (ERN) forms were available to document equipment changes.

Fees

License fee categories were in accordance with OAC 3701-31-03(D). A cost methodology was used to determine the fee for each category and was available for the surveyor to review at the time of the survey. The cost methodology used was in accordance with OAC 3701-36-14. Fees for the license period were approved by the Board of Health on Nov. 10, 2020, and Jan. 27, 2022. The fee schedule for the license periods surveyed were:

Public Swimming Pools	\$400.00.
Public Spas	\$400.00.
Public Special Use Pools	\$400.00.
Additional Public Swimming Pool at same location	\$190.00.

Inspections

Inspection frequency met the minimum of one annually as required by RC 3749.06. Annually has been interpreted to mean every 365 days.

Files had inspection reports with complete and clear violation statements, and the following components were routinely reviewed and noted on compliance inspection reports:

- Safety equipment.
- Main drain certifications.
- Perimeter Barrier.
- Operator Records.
- Water Quality Tests.
- Flow Rate.
- Equipment Functionality.

Re-inspections were conducted when necessary.

The equipment inventory inspection frequency met the minimum of one inventory inspection each calendar year as required by OAC 3701-31-03(F)(1).

A written enforcement action plan was provided to staff that outlined the process of taking issues of non-compliance to the board of health for enforcement action.

Recommendations

- Continue to send renewal applications to operators early enough to allow operators to apply for licenses in April in compliance with state law in accordance with RC 3749.04(B).

FIELD COMPONENT FINDINGS

The field work component is designed to evaluate the inspection technique of the REHS staff including their knowledge, application, and execution of the rules to determine the facility's compliance with the rules. This survey included one facility inspection at **Sleep Inn**. The inspection was conducted with the REHS staff and the surveyor conducting inspections separately and then comparing and discussing the results at the conclusion of the inspection. An official facility report was then written and left with the facility operator. The REHS staff and the surveyor had the same observations.

SUMMARY

Highlights

- Administratively, applications were processed properly and timely, certification of licenses, and transmittal of state fees were properly completed and submitted timely.

- Established fee categories were correct.
- A cost methodology was completed for each license fee category.
- All public swimming pools were annually inspected for the license periods surveyed.
- Inspections were conducted multiple times per licensing year during the surveyed period.
- Minimum inspection components were reviewed or documented.
- Violation statements were noted on inspection reports when violations were observed.
- A written enforcement action plan was available for staff to follow when taking enforcement issues to the board of health.
- Equipment inventories met the required frequency.
- All REHS staff working in the public swimming pool program received training during the license periods surveyed. Providing staff with training opportunities will enhance the quality of this program.

CONCLUSION

The administrative and field findings of the survey indicated that minimum acceptable standards were observed for licensure, certification of licenses, transmittal of state fees, and REHS staff were properly interpreting the rules during their inspections. Galion City Health Department Public Swimming Pool Program is approved. ODH is available to provide training for your public swimming pool program staff upon request. Please contact ODH at 614-644-7438 to schedule training if such assistance is desired.