

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, February 27, 2018 in the Kenton-Hardin Health Department Conference Room, Kenton, Ohio. The following board members were present: Mr. Bob Wood, Mr. Roger Crates, Ms. Jeryl Kissling and Dr. Larry Oates. Employees present: Dr. Kalyan Das, Ms. Jackie Prater, Ms. Cindy Keller, Ms. Arin Tracy, Mr. Shane Lotts and Ms. Pamela Romanko. Guests present: Township Trustee Daryl Flowers, Commissioner Roger Crowe, and Kenton Times Reporter Mr. Dan Robinson.

## **1.0 Convention**

### **1.01 Call to Order**

President, Mr. Bob Wood called the meeting to order at 7:00 pm.

### **1.02 Pledge of Allegiance recited**

### **1.03 Acceptance of Agenda**

### **1.04 Approval of Minutes**

#### **A. January 23, 2018**

After review of the minutes from the January 23, 2018 meeting, Ms. Jeryl Kissling moved to approve the January 23, 2018 minutes as presented. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Ms. Pamela Romanko drew the Board's attention to the new Topic and Discussion Analysis, the Policy, Contracts and Resolutions Summary Review and the Active Contracts Summary for 2018. These summaries will make it easier to find the actions of the Board in the future and are part of the accreditation documentation requirements.

## **2.0 Committee Reports**

### **2.01 Sanitarian/Environmental**

Mr. Shane Lotts presented the written reports for both Mr. Derek Dunson and himself. Mr. Lotts requested that the Board of Health re-affirm the condemnation of the Willie Petersheim property at 23287 CR 202. If the Board re-affirms the condemnation, Dr. Das will need to sign a condemned sign and a letter that will be posted. The letter states that the inhabitants will have until March 4, 2018 to leave the premises. Dr. Larry Oates moved to re-affirm the condemnation of the property located at 23287 CR 202, LaRue, Ohio. Ms. Jeryl Kissling seconded the motion. The motion passed with unanimous roll call vote.

Mr. Lotts presented the pictures of the property at 20321 CR 240 Hale Township requesting a vote to condemn the property. The township wants to destroy the house and one other building, leaving the barn as it is. Ms. Jeryl Kissling moved to condemn the property at 20321 CR 240 Hale Township. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Mr. Lotts presented the pictures of the property at 14465 TR 199 Dudley Township requesting a vote to condemn the property. The township wants to board up the house and destroy the house. Ms. Jeryl Kissling moved to condemn the property at 14465 TR 199 Dudley Township. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Mr. Lotts updated the Board of Health on the status of the Lambright and Glick properties. Search warrants were served on January 25th, 2018. All information on the properties have been turned over to the prosecutor's office for future action.

Mr. Lotts further updated the Board of Health on the status of the property at 14688 SR 235. It was inspected and is looking much better. Most of the trash has been removed and Mr. Lotts feels that they should be given another thirty days to remedy this issue. Dr. Larry Oates moved to grant an additional thirty days to the owners of 14688 SR 235 to finish clean-up of the property. Ms. Jeryl Kissling seconded the motion. The motion passed with unanimous roll call vote.

Mr. Shane Lotts' written report indicated that he performed 33 food inspections.

Mr. Derek Dunson's written report stated that he performed 50 routine inspections of the county's food establishments. In addition, he performed one 30-day inspection for Kenton Dollar Tree, one Temporary Food Inspection for Table One, three plan Reviews for Licensure and one vending inspection. In addition, Mr. Dunson reported that he filed 4 animal bite reports, pulled 4 water samples and 1 new well inspection.

Mr. Lotts and Mr. Dunson will be attending the annual Midwest Workshop in Environmental Health on March 26-29<sup>th</sup> 2018.

## **2.02 Nursing**

Director, Ms. Cindy Keller reported 279 Immunizations, 1 Lead test, 17 TB screens, 107 patients on BCMH, 20 Help Me Grow families and Family Planning saw 52 patients in February to date. Ms. Keller referred the Board to her written report and asked if there were any questions.

Dr. Larry Oates extended congratulations to the Healthy Lifestyles Coalition on behalf of the Board of Health for successfully obtaining their 501 (c) (3) status.

Ms. Keller presented the revised Pre-Employment Vaccine Requirement policy for review. She informed the Board of the changes and additions that had been discussed last month. Ms. Jeryl Kissling moved to accept the Pre-Employment Vaccine Requirement policy Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Ms. Keller presented the proposed School District Contract for review. She informed the Board that Larry Gossard prepared the document and Brad Bailey had reviewed the contract. The amount we are charging for these services are based on the average cost of our nurses. Dr. Larry Oates moved to accept the School District Contract. Mr. Roger Crates seconded the motion. The motion passed with unanimous roll call vote.

## **3.03 Health Commissioner**

Health Commissioner, Dr. Kalyan Das submitted his written report. There have been 35 reports of Communicable Diseases in Hardin County for the month of January which is an increase of 5 cases from December.

## **2.04 Emergency Preparedness**

Coordinator, Ms. Arin Tracy directed the attention of the Board of Health Members to the Public Information Officer and the Prescription Drug Overdose Grant status reports and asked if there were any questions.

Ms. Tracy further reported that the Functional Exercise has been completed and everything went well. Emergency Drills and ALICE training for the Annex building have been scheduled. A blood drive for the Annex will be scheduled for April. Commissioner Roger Crowe reported that the court house IT person is looking at an updated Secure Tech System for the Courthouse Annex that would incorporate a repeater system with 20 buttons.

Ms. Tracy requested approval for Ms. Kelsey Ralston to attend Advanced PIO FEMA Training. The training and transportation will be paid for by FEMA. The Health Department would be responsible for meals per our current meal policy.

Ms. Tracy reported that the Naloxone for county agencies is due to expire. Arin will start to rotate out expired naloxone during March. Ms. Tracy further reported that four county agencies have been integrated into the Central Ohio Healthcare Disaster Information Management System (COHDIMS) program. This will allow long-term care and dialysis agencies to receive alerts and respond with situational reports from their facilities. They are now integrated into the Central Ohio Trauma Systems (COTS) database, which allows for situational awareness.

## **2.05 Continuing Education / Accreditation**

Coordinator, Arin Tracy reported that she will be sending out a survey to determine the best time to schedule the CHA meeting. The Annual CHIP meeting has been scheduled for May 10, 2018.

Ms. Jeryl Kissling reported that the board and nameplates have been purchased for the employee recognition.

## **2.06 Vital Statistics**

Registrar, Ms. Jackie Prater presented her report on Vital Statistics. In January, 78 death certificates were made, 19 burial permits were filed and 30 new death certificates were filed. In addition, 104 certified copies of birth certificates were made, 17 birth verifications for government offices were made and 3 birth certificates were created for home births.

## **2.07 Administrative/Financial**

Fiscal Officer/Accountant, Ms. Pamela Romanko presented the financial reports for January.

Ms. Romanko presented the proposed 2019 budget as agreed upon by the finance committee. She explained that the \$50,000 budgeted for Accreditation is for the CHA. Additional other income was added for community support of that CHA. Health insurance is also another substantial increase in our spending and has been distributed to the various funds to help relieve some of the burden in the General Fund. There is a need to increase the amount of support from the Townships, Towns and Cities. There has not been an increase since 2010. Ms. Jeryl Kissling moved to approve the 2019 Budget as presented. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Ms. Romanko also brought attention to the Monthly Board Member Visitation Sign-In Sheet for February to-date that was attached to the packet with the Agenda.

## **3.0 Old Business**

Commissioner, Roger Crowe reported that they are starting to see the end of the tunnel for the purchase of a building.

## **4.0 New Business**

Board President, Bob Wood informed the Board of Health that Jackie Brown had resigned from the Board.

Board President, Bob Wood requested from Trustee, Daryl Flowers that in two years when the Trustee Roster is published, that the Health Department would be able to place an advertisement there.

## **5.0 Anniversary Recognition**

Ms. Jeryl Kissling presented gift cards to recognize employees who began service with the Health Department in February. Ms. Jennifer Newland working in February of 2016.

**6.0 Board President**

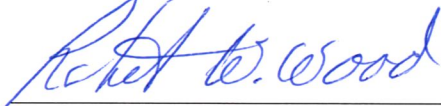
Ms. Jeryl Kissling moved to go into closed session to discuss employee appreciation awards. The BOH went into closed session at 8:10 p.m. The Board of Health came out of closed session at 8:26 p.m.

**7.0 Adjournment**

As there was no further business, Mr. Roger Crates made the motion to adjourn the meeting. Ms. Jeryl Kissling seconded the motion. The meeting was adjourned at 8:28 p.m. The next meeting is March 27, 2018 at 7:00 pm.

**ATTEST:**

  
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Kalyan Das, MD  
Health Commissioner

  
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Robert Wood  
Board President