

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, April 24, 2018 in the Kenton-Hardin Health Department Conference Room, Kenton, Ohio. The following board members were present: Ms. Jeryl Kissling, Mr. Bob Wood, Mr. Roger Crates, Ms. Jamie Hunsicker, Dr. Larry Oates and Mr. Chase Doll. Employees present: Dr. Kalyan Das, Mr. Derek Dunson, Mr. Shane Lotts, Ms. Jackie Prater, Ms. Cindy Keller, Ms. Arin Tracy and Ms. Pamela Romanko. Guests present: Angela Aaron, Township Trustee Mr. Daryl Flowers, Commissioner Mr. Roger Crowe, and Kenton Times Reporter Mr. Dan Robinson.

**1.0 Convention**

**1.01 Call to Order**

Vice-President, Jeryl Kissling 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. March 27, 2018**

After review of the minutes from the March 27, 2018 meeting, Mr. Daryl Flowers noted a correction to the minutes that Mr. Chase Doll is a representative from the Townships, not the city. Dr. Larry Oates moved to approve the March 27, 2018 minutes as presented with the correction noted. Mr. Bob Wood seconded the motion. The motion passed with unanimous roll call vote.

**2.0 Committee Reports**

**2.01 Sanitarian/Environmental**

Mr. Derek Dunson reported that he performed 28 food inspections, 6 30-day inspections, 1 pre-licensing inspection, 1 temporary food inspection, 2 Mobile pre-licensing inspections for food operations. He also reviewed 2 temporary food applications, and 1 mobile application and attended 2 consultation meetings with a family winery. In addition, Mr. Dunson reported that he filed 1 animal bite report, pulled 7 water samples.

Mr. Shane Lotts reported that the Health Department has been approved for a grant in the amount of \$100,000 by the Ohio EPA to participate in their program to provide funds for replacement of failing septic systems for individuals who meet poverty guidelines. He presented documentation issued by the Ohio EPA including a resolution to give Mr. Lotts the authority to act on behalf of the Board of Health to administer the funds of this grant. Mr. Lotts will be responsible for bidding the jobs out and Ms. Pamela Romanko will be assisting by determining where the applicants fall in the poverty guidelines. All projects will be brought before the board for approval. The administration fees are 3% of the cost of the septic systems. How the grant funds are publicized are set forth in the agreement with EPA. Mr. Roger Crates moved to give Mr. Shane Lotts the authority to work with the Ohio EPA and to administer the project. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

Mr. Shane Lotts reported that the prosecutor's office has informed him that the Lambrights and Glicks have still not responded to the notices sent by the prosecutor's office. The prosecutor will be asking the judge for an injunction and default judgement against them until they comply with the septic requirements. The search warrant was executed on April 11 for the Willie Petersheim property for the same purposes and process as Lambright and Glick.

Mr. Lotts reviewed the nuisance complaints with the Board of Health. The nuisance at 14688 SR 235 was abated on April 17, 2018. A sewage nuisance regarding gray and black water being discharged from the home at 0693 TR 195, Forest will have service provider look at system to determine the problem. Taylor Creek Township Trustees reported a mobile home was moved in at 10352 TR 210 Kenton. A letter was sent giving until May 11 to start the process of getting the necessary well and septic approvals. A report of 5 dead calves in a ditch was reported by Dudley Township Trustees. Calls were made and the calves were removed.

In addition, Mr. Lotts also reported that the head of the sewage and water at ODH, Rachel Townsend was contacted by the Amish to administer the sewer tests to them. Once she arrived, it became apparent that she was not there to administer a test, but experienced a harsh question and answer session. She was there quite a while with other members of ODH.

Mr. Shane Lotts' written report indicated that he performed 3 site inspections and 2 well permits.

## **2.02 Nursing**

Director, Ms. Cindy Keller reported 308 Immunizations, no Lead tests, 15 TB screens, 107 patients on BCMH, 21 Help Me Grow families and Family Planning saw 60 patients since our March Board of Health meeting. Ms. Keller then referred the Board to her written report and asked if there were any questions.

Ms. Keller presented the contract signed by Brenda Vargas to provide interpreting services. It is open-ended so that we will be able to use her as needed and not need to renew each year. Mr. Roger Crates moved to accept the Independent Contractor Contract and General Release of All Claims. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Dr. Larry Oates questioned Ms. Keller regarding continuing the Maternal & Child Health Grant. Ms. Keller reported that the Grant has completely changed from any past years. Following much discussion and looking at the likely hood being able to complete even one of the four objectives that are a part of the grant, we determined it was extremely risky attempt to bring on a new project that would be an extreme amount of work with way too many unknowns. Wyandot County and Union County also did not apply for the MC 2019 grant because they too did not see how they could successfully accomplish any of the Objectives in the grant this year. So we will not be applying for this grant this year. Also, Cribs for Kids was put into a separate grant and requires distribution of 75 to 119 in the grant year. It has taken us 18 months to distribute 26 cribs. We did not send in a notice of intent, but we will keep the Cribs for Kids going with Help Me Grow profits. The cost of 10 Cribs is under \$800.00, so the HMG program can afford to keep the cribs available to us.

Ms. Keller's report indicated that the Project Dawn event was held in McGuffey on April 16th. There were 2 individuals who attended and 5 kits were distributed around this event.

Ms. Keller also reported on the progress of the Health Department's newest nurse, Polly Downing. This week, Ms. Downing is in Milwaukee training in Parents as Teachers to be able to become certified to participate in the Help Me Grow Home Visiting Program.

## **2.03 Health Commissioner**

Health Commissioner, Dr. Kalyan Das submitted his written report. There have been 24 reports of Communicable Diseases in Hardin County for the month of March which is a decrease of 12 cases from February with the biggest drop in Influenza-associated hospitalization.

## **2.04 Emergency Preparedness**

Coordinator, Ms. Arin Tracy presented her written report of and asked if there were any questions about the report.

The Courthouse Annex Blood Drive today resulted in the donation of 20 units of blood.

Ms. Tracy reported that she is revising part of the Emergency Response Plan with the revisions requested by ODH and will have that submitted by May 1.

The new 2019 PDO Grant application was submitted April 23<sup>rd</sup>. A site visit with ODH is scheduled for May 16<sup>th</sup>. Also, we are mandated to have a three-year evaluation completed by August, 2019. ONU has agreed to partner with us to complete this evaluation. The Drug takeback day is scheduled for this Saturday, April 28<sup>th</sup>. She passed out the cards that will be given to the community on Drug Takeback Day. They are also working on the pamphlet that will be part of the release package given by the Multi-County Correction Facility in Marion when prisoners are released back into our community.

## **2.05 Accreditation**

Ms. Tracy is planning for the next Community Health Assessment (CHA) with Hospital Council of Northwest Ohio and Hardin Memorial Hospital.

The annual CHIP meeting is scheduled for May 10, 2018.

The PHAB Application was turned in March 30, 2018 and was accepted April 2, 2018. The check was mailed and we are still waiting for PHAB to receive the check and to give Arin dates for training.

Ms. Tracy further reported that we are moving along with our Strategic Plan objectives. The ONU Pharmacy and Coleman have been contacted about the Prescription Drug Drop boxes. Previously the Sherriff's office said they will accept one and possibly Forest or Kenton Police Departments will accept the other one. She has requested money for two more for the next PDO Grant Year. The Drug Takeback day on Saturday is part of the Strategic Plan.

We have met our Strategic Plan Priority #1 Objective 2 in Behavioral Health goals with Project Dawn by hosting two clinics. A total of 26 naloxone kits have been distributed.

## **2.06 Vital Statistics**

Registrar, Ms. Jackie Prater presented her report on Vital Statistics. In March, 79 death certificates were made, 15 burial permits were filed and 17 new death certificates were filed. In addition, 149 certified copies of birth certificates were made, 12 birth verifications for government offices were made and 3 home births were filed.

## **2.07 Administrative/Financial**

Fiscal Officer/Accountant, Ms. Pamela Romanko presented the financial reports for March and the First Quarter.

She reported that the Finance Committee Meeting had met and acclimated the new Board Member, Chase Doll to the various Funds, the things that we do, how we get paid and other things.

Ms. Romanko also brought attention to the Monthly Board Member Visitation Sign-In Sheet for visits since the last Board of Health meeting that was attached to the packet with the Agenda.

**3.0 Old Business**

Ms. Jeryl Kissling reported that the employees had given the Board of Health a thank you card, thanking them for the pizza, brownies and pop that was provided on Public Health Week.

**4.0 New Business**

**5.0 Anniversary/Employee Recognition**

Ms. Jeryl Kissling presented gift cards to recognize employees who began service with the Health Department in March. Mr. Shane Lotts has been an employee for 11 years, Ms. Alexa Heacock has been an employee for 3 years and Ms. Diana Aghdam has been an employee for 1 year.


**6.0 Board President**


Mr. Roger Crates moved to go into closed session to discuss personnel. Ms. Jamie Hunsicker seconded the motion. The BOH went into closed session at 7:44 p.m. The Board of Health came out of closed session at 7:56 p.m. Mr. Roger Crates that Polly Downing be granted a \$1.00 per hour raise and express the Board's appreciation for a job well-done. Dr. Larry Oates seconded the motion.

**7.0 Adjournment**

As there was no further business, Mr. Roger Crates made the motion to adjourn the meeting. Mr. Bob Wood seconded the motion. The meeting was adjourned at 7:58 p.m. The next meeting is May 24, 2018 at 7:00 pm.

**ATTEST:**

  
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Kalyan Das, MD  
Health Commissioner

  
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Robert Wood  
Board President