

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, May 23, 2017 in the Hardin County Human Services, Conference Room 1, Kenton, Ohio. The following board members were present: Mr. Bob Wood, Mr. Roger Crates, Dr. Larry Oates, Ms. Jackie Brown, Ms. Jeryl Kissling and Ms. Jamie Hunsicker. Guests present: Mr. Daryl Flowers, Kevin Ridgeway, Mr. Dale Wilson, Rick Hudgel & Jill Hudgel. Employees present: Ms. Cindy Keller, Ms. Arin Tracy, Ms. Jackie Prater, Mr. Shane Lotts, Mr. Derek Dunson, Ms. Pamela Fox, Ms. Kelsey Ralston and Dr. Kalyan Das.

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. April 25, 2017

Ms. Jackie Brown moved to approve the minutes as presented. Dr. Larry Oates seconded the motion. Motion passed with unanimous roll call vote.

B. May 9, 2017

Dr. Larry Oates moved to approve the minutes as presented. Ms. Jackie Brown seconded the motion. Motion passed with unanimous roll call vote.

2.0 Committee Reports

2.01 Sanitarian

Director Mr. Shane Lotts introduced Mr. and Mrs. Rick Hudgel, the owners of 11914 Parklane Drive, Kenton and sewer installer, Mr. Dale Wilson with Allen Hughes Septic Tank Service, Inc. The Hudgels have had repeated problems with leakage and an area that stays wet with a new septic system that was installed December, 2015. Due to space limitations of the lot and other circumstances, a curtain drain was not indicated on the original approval letter. Mr. Shane Lotts gave a detailed history of the system as well as possible remedies. Mr. Hudgel addressed the board, requesting assistance. Mr. Dale Wilson addressed the board but could not guarantee that the installation of a curtain drain would solve the problem. Mr. Roger Crates responded to the issue, discussing possible causes and solutions. Mr. Lotts is seeking a determination of the Board to approve the payment of \$1,500.00 for installation of the curtain drain. Mr. Roger Crates made a motion that the Health Department approve \$1,500.00 to install the curtain drain at this address. Dr. Larry Oates seconded the motion. Motion carried with unanimous roll call vote. The system will be put back into the sand filter temporarily to dry out the system then the curtain drain will be installed. It is the understanding at this time that this action will be the limit of the Health Department's responsibility.

Director Shane Lotts continued to report on the other items on his agenda. All campgrounds and mobile home parks have been inspected for the first time this year. The Fern Dunlap nuisance complaint at 2648 Wayne St. from last month has been abated on May 15th.

Mr. Lotts then updated the board on the status of the issue of the Petersheims living in a barn without sewage or water approvals from the KHHD. We still have not received an application or payment to perform the site inspection with the soil analysis. Mr. Petersheim stated in a phone message yesterday that they are in the process of buying another property and will be out of the barn by August. Mr. Lotts wrote a letter to Mr. Petersheim indicating that the Health Department has given him 30 days until June 26, 2017 to vacate the barn. Mr. Lotts is requesting a Board Order and a time frame that they are will be allowed to live in the barn with no water or septic. Mr. Roger Crates stated that the Petersheims have been given several chances and have not followed through on anything that he said he would do. Mr. Crates moved that before the next Board of Health meeting on June 27, 2017, Mr. Petersheim will have been in and secured the proper paperwork to get a soil evaluation and be in the process of getting an approved septic system or he will be evicted. Ms. Jeryl Kissling seconded the motion. Motion carried with unanimous roll call vote.

Discussion was brought up by Mr. Roger Crates regarding the time allowed to utilize a port-a-pot as a septic system. Mr. Lotts stated that per ODH, a port-a-pot is a temporary means of sewage disposal. There is no definite time frame by ODH on how long that period is. Mr. Crates requested that Mr. Lotts obtain a statement from ODH on the time limit for port-a-pot usage.

Director Shane Lotts continued to report on the other items on his agenda. The Sewage nuisance on the Keith McClaren property at 16280 South St. (Grant) Forest will probably require an NPDES permit and approval from Ohio EPA because there is no room at all for a replacement system. The status of the Sewage nuisance on the Ed & Linda Pitt property at 16236 South St. (Grant) Forest is that Jeff Furr of F & L Septic is to re-connect the gray water line to the septic tank and with a small leach with a drain line on the back of it. A sample/inspection port for the discharging leaching trench will also be required.

After the homeowner of 1047 CR 113 near Dola had applied for a well permit, Mr. Lotts went to inspect the property and found that Gary Mason had drilled a well without approval on a permit. A letter was written to Mr. Mason and ODH. ODH will look into the matter

Mr. Shane Lotts presented the First Reading of the Sewage Program for approval. It is a general operation maintenance protocol plan. Roger Crates made a motion that the Board accept the first reading of this document. Dr. Oates seconded the motion. Motion carried with unanimous roll call vote.

Mr. Lotts reported that pursuant to a conversation with the ODH regarding administrative code when a septic system should be installed. Leaves room for interpretation for the Board of Health to set the cut off time for in. We have been leaving it to the determination of the installer. He is requesting the Board of Health to set a cut-off time. For the next meeting he will draw up a resolution for the Board's consideration.

Mr. Lotts reported that he looked at a nuisance complaint in Kenton Meadows where there was animal fecal smell coming from one of the apartments. The owner/operator from Mansfield reported that they are going through the process of evicting the tenant.

He also investigated a nuisance complaint received from Cessna Township complaint regarding a homeowner who has trash and was in the process of digging his own sewage system. A letter will be sent tomorrow notifying the homeowner of the process required to install a sewage system.

2.02 Nursing

Director, Ms. Cindy Keller reported 402 Immunizations, 6 lead tests, 8 TB screens, 107 patients on BCMH, 22 Help Me Grow families, and 45 Family Planning patients. Ms. Cindy Keller asked if there were any questions about the written report provided. Appointments have had to be cancelled due to the new flooring. Ms. Keller assured the Board that they are doing the best they can to continue to function throughout this process.

Ms. Cindy Keller asked the BOH members to review her written report provided. She expanded on the Community Project Dawn Project, explaining that it is different from the First Responder Project Dawn Project from a year ago. It provides Naloxone to people who need it on a fairly regular basis. Everything that we will need to implement this is provided by the Ohio Department of Health with a fully accessible toolkit, which includes policies, laws, forms etc. We will kick off the program with a community based event, then promote

monthly clinics at the Health Department. It was decided that a Budget of \$7,000.00 would be needed to provide 70 Naloxone kits to the community. County Prosecutor, Brad Baily has sent \$3,500.00 to the Health Department. Mr. Baily has requested that the Board of Health match his funding with an additional \$3,500.00 in funding. It is also Medicaid and Insurance Billable. We would provide the public with face to face education before receiving the kit. There are forms to track the kit and its refills. The hospital has offered support in training and staff if needed. Ms. Jeryl Kissling made a motion that we match Brad Baily's \$3,500.00 for Community Based Project Dawn. Ms. Jackie Brown seconded the motion. Motion passed with unanimous roll call vote.

Ms. Cindy Keller informed the BOH that The Health Department has received \$750.00 from the Community Foundation to start a pilot Newborn Home Visiting program. This will help meet the target families needed for the Help Me Grow program. This grant will be used to gather data and pilot the program. At this time we see these funds covering staff time and if needed additional educational materials not already provided by Help Me Grow and Cribs for Kids. Melissa will work on the policies and develop the program.

Ms. Cindy Keller presented the newly completed Financial Oversight Policy to the BOH. After review Dr. Larry Oates made a motion to accept and adopt the plan as presented. Mr. Roger Crates seconded the motion. Motion passed with unanimous roll call vote.

2.03 Environmental

Mr. Derek Dunson reported that he performed 26 Food Inspections, 4 Mobile Food Concessions and 1 Temporary Food Event Inspection. He investigated 1 food complaint and evaluated 3 food establishment plan review packets. He further reported that he pulled 3 water samples for coliform testing and also investigated and filed reports for 7 dog bites for the month.

Mr. Dunson reported that the nuisance complaint from last month at 340 Hayes Ave. Kenton has been abated. A new water shut-off nuisance at 201 Mecaskey St., Dunkirk, Ohio has also been abated. Mr. Dunson further reported that four new active water shut-off nuisances have been reported by the village of Dunkirk, Ohio at 369 W. Wayne St., 159 E. Patterson, 160 Pioneer St. and 344 E. Patterson St. Mr. Dunson is requesting a motion by the BOH to condemn these four properties if they are not unoccupied or the water has been turned on by June 9, 2017. A motion was made by Mr. Roger Crates to condemn these four properties unless they comply with health department requirements by June 9, 2017. Jeryl Kissling seconded the motion. The motion passed with unanimous roll call vote.

An additional complaint was received and verified of a family living in a garage without water and sewer at 321 W. Wayne Street, Dunkirk Ohio. Mr. Dunson has contacted the Village of Dunkirk for them to work through their ordinances before the Health Department becomes involved in that.

In response to a question posed by Ms. Jeryl Kissling, Mr. Dunson explained the inspection rules and processes for temporary food vendors.

2.04 Health Commissioner

Health Commissioner, Dr. Kalyan Das gave the Communicable Disease report for the month.

2.05 Emergency Preparedness

Coordinator, Ms. Arin Tracy reported that Ms. Cindy Keller, Ms. Jackie Prater and Ms. Arin Tracy will be attending the Performance Management Workshop on June 21 and 22. She further reported that the County Mass Casualty Fatality exercise that was held on Saturday, May 20, 2017 was a success and was attended by Dr. Kalyan Das, Ms. Cindy Keller, Ms. Arin Tracy, Ms. Jackie Prater, Mr. Shane Lotts, Ms. Jennifer Newland, Ms. Mindy Hensel and Ms. Melissa Humble. Mr. Derek Dunson was on call. The Ham Radio Operators Group Hardin County were utilized in the exercise.

Coordinator, Ms. Arin Tracy introduced Ms. Kelsey Ralston as the new Public Information Officer. Ms. Ralston reported that she has been completing required training, working with Cindy and working on Public Relations and Marketing and updating brochures.

Ms. Arin Tracy further reported on the other items listed in her report for the month. She corrected the number of tourniquets in her report to report that she will be purchasing \$2,000.00 worth of tourniquets, which is a quantity of approximately 77.

2.06 Vital Statistics

Registrar, Ms. Jackie Prater presented her report on Vital Statistics.

2.07 Financial

Board President, Mr. Bob Wood introduced the new Fiscal Officer / Accountant, Ms. Pamela Fox. Ms. Fox presented the financial reports for April and stated that she is open to suggestions by the board of items that they would like to see on the reports, and to make the financial statements more understandable.

3.0 Board President

Mr. Bob Wood welcomed the new Board of Health Member, Ms. Jamie Hunsicker from Ada.

4.0 Old Business

None

5.0 New Business

None

5.01 Continuing Education

Accreditation:

Ms. Arin Tracy updated the Board of Health on the status of the Accreditation.

Adjournment

No further business the meeting was adjourned at 8:44 p.m. The motion to adjourn was made by Ms. Jackie Brown seconded by Dr. Larry Oates. Motion to adjourn passed unanimous roll call vote.

ATTEST:

Kalyan Das, MD
Health Commissioner

Bob Wood
Board President