

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, May 22, 2018 in the Kenton-Hardin Health Department Conference Room, Kenton, Ohio. The following board members were present: Mr. Bob Wood, Ms. Jeryl Kissling, Mr. Roger Crates, Dr. Larry Oates, Ms. Angela Aaron and Mr. Chase Doll. Employees present: Dr. Kalyan Das, Mr. Derek Dunson, Mr. Shane Lotts, Ms. Jackie Prater, Ms. Cindy Keller and Ms. Pamela Romanko. Guests present: Township Trustee Mr. Daryl Flowers, Commissioner Mr. Roger Crowe, Commissioner Candidate Jim Striker and Kenton Times Reporter Mr. Dan Robinson.

**1.0 Convention**

**1.01 Call to Order**

President, 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 24, 2018**

After review of the minutes from the April 24, 2018 meeting, Ms. Jeryl Kissling moved to approve the April 24, 2018 minutes as presented. Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote.

President, Bob Wood introduced Ms. Angela Aaron as the newest board member representing the City of Kenton. Everyone present introduced themselves to Ms. Aaron.

**2.0 Committee Reports**

**2.01 Sanitarian/Environmental**

Mr. Derek Dunson reported that he performed 38 routine food inspections, reviewed 1 temporary food application, performed 2 temporary food inspections, 2 Mobile pre-licensing inspections, 1 30-day inspection, and reviewed 1 Plan Review/Conversion. In addition, Mr. Dunson reported that he filed 7 animal bite reports and pulled 6 water samples.

Mr. Shane Lotts presented 47 Environmental Health Policies to the Board of Health. These had been emailed to the Board Members in advance for their review prior to the meeting. Ms. Jeryl Kissling moved to approve Policies Numbered One through Forty-seven of the Environmental Health Policy Manual. Dr. Larry Oates seconded the motion. The motion passed with a majority roll-call vote with Ms. Angela Aaron abstaining because she had not received the policies in time to review them.

Mr. Shane Lotts updated the Board members on the status of the three Amish families who have been ordered to vacate their premises. Willie Petersheim's case was filed with the court on May 7, 2018. Both the Lambrights and Glicks are remaining on the premises even after the Health Department was granted a default judgment. Mr. Lotts and Mr. Dunson went to the property and took pictures. A letter was sent to the Prosecutor who filed it with the judge. The judge has set June 7, 2018 for the Glicks to appear and explain why they are still living in the condemned premises. At that time, the Judge will determine the appropriate action to take against the Glicks. The Lambrights informed Mr. Lotts that they would be moving to Michigan but Mr. Lotts has begun the same process with them.

Mr. Lotts reviewed the nuisance complaints with the Board of Health. A system inspection at 0693 TR 195, Forest by F & L Septic showed off-lot discharging from the home. A letter will be sent requesting the replacement of the system once we receive the official report by F & L Septic. The septic system at 10352 TR 210 Kenton was inspected by F & L Septic, but a further inspection is needed after the owners remove some trash and junk from the filter bed area.

Mr. Shane Lotts' written report indicated that he performed 4 site inspections, 2 well permits, 2 pool inspections, 2 campground inspections, 9 twelve-month septic inspections and one septic final.

## **2.02 Nursing**

Director, Ms. Cindy Keller reported 289 Immunizations, no Lead tests, 5 TB screens, 107 patients on BCMH, 22 Help Me Grow families with 3 families that are pending and Family Planning saw 46 patients since our April Board of Health meeting. Ms. Keller then referred the Board to her written report and asked if there were any questions.

Mr. Roger Crates questioned Ms. Keller as to why the nurses can no longer go into the schools to provide nutrition education as she stated in her written report. Ms. Keller responded that ODH changed the rules about this with last year's grant because nurses are not educators. We get around this by working with Ohio Northern University students who can provide nutrition information in the schools. We have also had a discussion very briefly about a possible nutrition education program that was presented by Kent State at the Combined Conference that would be a collaboration with ONU by placing students into the cafeteria to walk around and assist the elementary students with lunch opening containers, cleaning up spills and engaging students about fruits and vegetables on their trays.

Ms. Jeryl Kissling questioned Ms. Keller about Polly Downing's experience with the Parents as Teachers training in that she had attended in Milwaukee. Ms. Keller reported that Ms. Downing shared that there was a lot of diversity from several types of programs and locations, there were excellent teachers, she learned a lot and really enjoyed it. Ms. Kissling requested that Ms. Downing write a report as to what she learned and can implement in Hardin County.

Ms. Keller further reported that Ms. Diana Carroll-Aghdam has submitted her resignation. She will be taking a position in Lima at a correctional facility that does treatments. Her last day of work here will be June 8, 2018. We will advertise the position as we must have a PDO Grant Coordinator to fulfill the grant requirements.

Mr. Bob Woods suggested that the Health Department advertise the Blood Pressure Clinics.

## **2.03 Health Commissioner**

Health Commissioner, Dr. Kalyan Das submitted and reviewed his written report. There were 20 reports of Communicable Diseases in Hardin County for the month of April which is a decrease of 4 cases from March.

## **2.04 Vital Statistics**

Registrar, Ms. Jackie Prater presented her report on Vital Statistics. In April, 38 death certificates were made, 3 burial permits were filed and 17 new death certificates were filed. In addition, 149 certified copies of birth certificates were made, 16 birth verifications for government offices were made and 1 home birth was filed. Ms. Prater explained that the variance between death certificates and burial permits are that now all of the Funeral Homes are now able to create their own Burial Permits.

Ms. Prater further reported that the Health Department has been battling with a lot of technology issues in the past few months including the fax machine, phone lines, internet, web page and emails. She presented two estimates from the Nerd Room. The first was to change our internet service provider to Spectrum and the second was to change the Website hosting and service from 3D Enterprises to The Nerd Room because our website has been hacked four times in the past year. We will have the rights and ability to control the website through C-Panel. Kelsey and Pam will be designing and building our new Website. After explanations and discussion of the subject,

Ms. Jeryl Kissling made a motion to switch the internet to Spectrum and to go forward with the Nerd Room for the Website. Mr. Chase Doll seconded the motion. The motion passed with unanimous roll call vote.

## **2.05 Emergency Preparedness**

Ms. Cindy Keller presented the written report for Coordinator, Arin Tracy and asked if there were any questions.

Ms. Pamela Romanko reported that the site visit with ODH to review the PDO Grant went well. The reviewer gave some suggestions on ways to amend the grant to be able to include more costs.

Ms. Tracy's written report stated that she and Ms. Kelsey Ralston gave an Emergency Response presentation at Vancrest Nursing Home for the "Cookie with a Cop" program and Polly and Alexa are planning to represent the health department on June 2 at the Safety Day in Forest. Ms. Tracy attended the Public Health Combined Conference on May 15 and Radiation Training on May 22. In addition, the Promulgation Statement for the new Emergency Response Plan was turned in and approved by ODH.

## **2.06 Accreditation**

Ms. Keller updated the Board of Health on the status of the Community Health Assessment (CHA) with Hospital Council of Northwest Ohio and Hardin Memorial Hospital for \$41,500. We have received \$15,000 of the \$41,500 needed to complete this CHA process. Ms. Cindy Keller and Ms. Arin Tracy will be raising money. They will be contacting Hardin Memorial Hospital and the Mental Health Board of Allen, Auglaze and Hardin County for funding and hoping that they will contribute a substantial amount toward this project.

Ms. Keller then presented the Contract with the Hospital Council of Northwest Ohio to be approved by the Board of Health. The income and expense for the CHA was included in the 2019 budget instead of the 2018 budget so both the income and expenses will need to be added to the 2018 budget to pay for the CHA. Dr. Larry Oates made a motion to accept the contract with the Hospital Council of Northwest Ohio. Ms. Jeryl Kissling seconded the motion. The motion passed with unanimous roll call vote.

We are still waiting for PHAB to give Arin dates for training for Accreditation.

## **2.07 Administrative/Financial**

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

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**

Mr. Roger Crowe updated the Board of Health on the status of the Head Start building. There is a federal lien against the property that will need to be released before they can take a clean title. They have removed the mold and the crawl space is now dry.

## **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 May. Ms. Kelsey Ralston and Ms. Pamela Romanko have both been an employee for 1 year.

Ms. Jeryl Kissling encouraged the employees to recognize each other and to update the Board of Health on the "Caught you doing something good" white board.

**6.0 Board President**

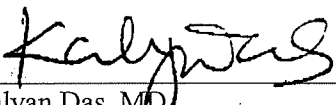
Mr. Roger Crates moved to go into closed session to discuss personnel. The BOH went into closed session at 8:14 p.m. Mr. Roger Crates moved that the Board of Health come out of closed session at 8:28 p.m. Dr. Larry Oates seconded the motion. The motion carried by unanimous roll call vote.

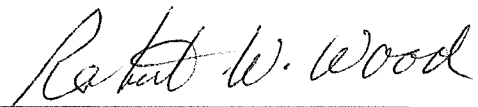
Ms. Jeryl Kissling asked what the penalty would be to break the contract with Windstream. Ms. Romanko responded that we would have to pay to fulfill the unused portion of the contract at a rate of approximately \$500.00 per month. They are fulfilling their contract with the Health Department in providing the service that they agreed to provide. Mr. Roger Crates suggested that we transfer our phone system to Spectrum now and stop paying Windstream. They directed Ms. Romanko to talk to Larry or Brad to see what Windstream would be able to do to us.

**7.0 Adjournment**

As there was no further business, Dr. Larry Oates made the motion to adjourn the meeting. Mr. Chase Doll seconded the motion. The meeting was adjourned at 8:34 p.m. The next meeting is June 26, 2018 at 7:00 pm.

**ATTEST:**

  
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Kalyan Das, MD  
Health Commissioner

  
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Robert Wood  
Board President