



The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, August 28, 2018 in the Kenton-Hardin Health Department Conference Room, Kenton, Ohio. The following board members were present: Mr. Bob Wood, Ms. Angela Aaron, Mr. Chase Doll, Ms. Jamie Hunsicker, Ms. Jeryl Kissling and Dr. Larry Oates. Employees present: Dr. Kalyan Das, Mr. Shane Lotts, Ms. Jackie Prater, Ms. Kelsey Ralston, Mr. Kevin Risner, Ms. Hannah Beltz and Ms. Pamela Romanko. Guests present: Mr. Ricky Lytle, Mr. Randall Stough, Township Trustee Mr. Daryl Flowers, Commissioner Mr. Roger Crowe, Kenton Times Reporter Mr. Dan Robinson, Dunkirk Mayor Ms. Terry Cramer, Dunkirk Council Members Mr. Dan Marshman and Ms. Linda Gibson, Prosecutor, Mr. Brad Bailey and Ms. McKenzie Klingler.

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

After the Pledge of Allegiance was recited, Ms. Pamela Romanko introduced the two new employees, Mr. Kevin Risner and Ms. Hannah Beltz to the Board of Health. President, Bob Wood welcomed them. Ms. Beltz was then excused from the meeting.

1.03 Acceptance of Agenda

1.04 Approval of Minutes

A. July 24, 2018

After review of the minutes, Ms. Jamie Hunsicker moved to approve the July 24, 2018 minutes as presented. Ms. Angela Aaron seconded the motion. The motion passed with a majority roll call vote with Ms. Jeryl Kissling abstaining.

B. August 6, 2018

After review of the minutes of the special meeting, Ms. Jeryl Kissling moved to approve the August 6, 2018 minutes as presented. Dr. Larry Oates seconded the motion. The motion passed with a majority roll call vote with Ms. Jamie Hunsicker abstaining.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Sanitarian, Mr. Shane Lotts directed the Board's attention to the information relating to the property at 130 Pioneer Street, Dunkirk owned by Ricky Lytle. This included correspondence from the Village of Dunkirk, an inspection report from the Northern Hardin County Fire District stating that the property is in violation of the Ohio Fire Code, a letter from the Health Department to Ricky Lytle and numerous photographs of the property that were taken by Children's Services. Mr. Lotts is recommending immediate condemnation of the property until such time that the trash conditions are taken care of and water and electricity services are restored. Mr. Lotts invited Mr. Ricky Lytle to speak on his own behalf. Mr. Lytle stated that he has removed the trash and is working to remedy all of the issues. Mr. Lotts then invited the representatives from the Village of Dunkirk to speak. Mayor, Terry Cramer reported that the property has been in shambles for quite a long time and water service was disconnected in 2015.

Ms. Angela Aaron questioned if this property is condemned, how the condemnation could be rescinded. Mr. Lotts explained that when the conditions as to why it was condemned are met, the condemnation will be removed. Mr. Lotts stated that he requested immediate condemnation to assure that no other families can live in this house until the water is turned on and the fire code issues are addressed and the property is safe. Mr. Lytle asked the Board of Health for additional time to remedy the issues and fix the property. After listening to all parties, Ms. Jamie Hunsicker made a motion to condemn the property so that no one can live in it. If the health issues, the water and fire issues are resolved, the condemnation will be removed at 130 Pioneer Street, Dunkirk, Ohio. Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote.

At that time, Mr. Lytle, Mr. Stough and the representatives from Dunkirk were excused from the meeting.

Mr. Lotts continued his report with an update that the Glick property issue has been resolved and the Petersheim's have applied for permits and inspections should take place this week. There is a final hearing on September 19 for Mr. Petersheim. Karen Curtin has turned in the paperwork to apply for the EPA grant to install a new system so Mr. Lotts is not requesting a condemnation of the property at 0693 Township Rd 195, Forest. We have received one quote for the septic system at 21670 CR 120, Kenton, and the homeowners are asking that we wait another month to get additional quotes before we proceed. The nuisance at 17832 SR 117, Roundhead has been mostly resolved, and Mr. Lotts has given him an additional 30 days to complete the rest of the issues. Wingfield properties are working with licensed pest applicator to resolve the cockroach issues at the properties at 510 Decatur Street and 215 Smith Avenue.

Mr. Lotts' written report indicated that he performed 4 site inspections, 3 well permits and 2 final septic inspections.

He then presented the report from Mr. Derek Dunson and asked if there were any questions. Mr. Dunson reported that he performed routine food inspections, reviewed 7 temporary food applications, performed 5 temporary food inspections, and 1 30-day inspection. In addition, Mr. Dunson reported that he filed 7 animal bite reports and pulled 7 water samples. Nuisances at 2562 Wayne Street, Dola and 311 Turner Ave., Ada have both been abated.

President Bob Wood read a thank-you card that was sent to the Board of Health from the Washington Township Trustees. They thanked the Health Department and Derek Dunson for his prompt response to the nuisance complaint at 2562 Wayne Street, Dola. They feel Mr. Dunson was instrumental in getting cooperation from the homeowner.

Commissioner, Roger Crowe asked about the mobile food trucks and where and when they are inspected. Mr. Lotts indicated that the Health Department inspects mobile units when they are operating in Hardin County. Mr. Crowe stated he thought that there is a perception that we are not welcoming food operators in Hardin County. Food operators feel they are entering a hostile environment when they come here from out of the county. He is not asking for rules to be bent, but to be working on our people skills. Mr. Lotts stated that there is a perception from the state level that Hardin County is not doing enough in the food program. We must follow the guidelines that the state sets in order to keep these programs in Hardin County. Mr. Lotts stated, "My main focus is to make sure that nobody gets sick, foodborne or otherwise."

2.02 Nursing

Director, Ms. Cindy Keller was absent as she was attending PHAB training in Virginia. Her written report stated that 416 Immunizations, 1 Lead test, 13 TB screens, 107 patients on BCMH, 22 Help Me Grow families and Family Planning saw 45 patients since our August Board of Health meeting.

Three cribs were distributed this month and follow-up was performed on three previously distributed cribs. She reported that the August Session of the Bike Program went well. The employee survey from May, 2018 was attached to her report.

Fiscal Officer, Pamela Romanko reported that The Health Department received \$2,500.00 from ONU for the CHA this week. We have also been notified by ODH that they have allotted \$2,000.00 for us to purchase Community Project Dawn kits. This will purchase approximately 30 kits.

2.03 Public Relations / PIO

Ms. Kelsey Ralston reported that she has completed the website and it is fully up and accessible. She continues to work with each department to assure the accuracy of the site. She has been working on the quarterly newsletter and will have that completed by the fair. She reported that FAME went well. The next two events are the Hardin County Fair and the 10 Million Steps to Prevent Falls. She is speaking with the WIC office to set up something where she would be available at their office for car seat questions and possibly installations.

2.04 Health Commissioner

Health Commissioner, Dr. Kalyan Das reported there were 14 reports of Communicable Diseases in Hardin County for the month of July which is a decrease of 4 cases from June.

2.05 Emergency Preparedness

Coordinator, Arin Tracy was absent as she was attending PHAB training in Virginia. Her written report was presented.

The FY2019 Contract for Epidemiological Services with Union County was presented for review and approval. Ms. Jeryl Kissling made a motion to accept this contract. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

Ms. Pamela Romanko directed the Board Members to PDO Grant Coordinator, Kevin Risner's report in their packet and invited Mr. Risner to speak on the report. He has been working diligently to acquaint himself with being a health department employee, completing various trainings and the learning the details and current status of the PDO Grant. He reported that he has been in contact with local schools and the Kenton High School has agreed to present a pre-game announcement on "Start Talking" which is related to grant activity at each athletic event this year. He has been invited to speak at USV Schools and Riverdale Elementary. He will be on a 5-minute interview spot with WKTN this week for Drug Overdose Awareness Day. He will also be working at the Hancock County Fair to make as many contacts as possible. In addition, he is working with the Multi County Correctional Center in Marion to provide information about Project Dawn to men as they are released.

Ms. Jamie Hunsicker reported that one of Ohio Northern's themes this year is Opioid Abuse and they have formed an Opioid Task Force that she will be contacting to find more information. President Bob Wood thanked Mr. Risner for all of his hard work.

2.06 Accreditation

Ms. Tracy's report stated that Board Member, Ms. Angela Aaron has taken on the job of gathering a comprehensive list of meetings that Board and Staff members attend. This is part of the Strategic Plan, and will help with education, advocacy and presentation objectives, listed in Priority 5. Ms. Aaron explained that the purpose of this is to expand the Health Department's influence in the community by presence in the meetings.

The annual meeting to review the Strategic Plan was August 15, 2018. In attendance were Board Members, Jamie Hunsicker, Chase Doll, Larry Oates, Angela Aaron, Bob Wood and Coordinator, Arin Tracy.

Ms. Tracy's report also stated that Chase Doll would like the BOH and Staff pictures on the website with names. Kelsey Ralston, PIO states she can get this done by December but will need to have still photos or send an image they would like to use and she will add them as soon as possible.

2.07 Vital Statistics

Registrar, Ms. Jackie Prater presented her report on Vital Statistics. In July, 20 death certificates were made, 1 burial permit was filed and 10 new death certificates were filed. In addition, 124 certified copies of birth certificates were made, 4 birth verifications for government offices were made and 3 home births were filed.

2.08 Administrative/Financial

Fiscal Officer/Accountant, Ms. Pamela Romanko presented the itemized transaction report and the financial reports for July.

Ms. Romanko reported that a Finance Committee meeting was held on Tuesday, August 7 at 1:00pm. We reviewed the current budget status vs. expenses. We talked about different expenses, one of which was mileage which is why Mr. Lotts included the Ohio Administrative Code so the Board could see the number of inspections they are required to complete in each of the environmental programs. We will continue to monitor the books and be very careful with our spending. The next meeting will be the first of October where we will take a close look at the Budget and Purchase Orders to make any adjustments necessary to complete the rest of the year.

Ms. Romanko then directed the Board's attention to the Monthly Board Member Visitation Sign-In Sheet for visits since the last Board of Health meeting.

3.0 Old Business

Mr. Roger Crowe updated the Board on the status of the Head Start building. Their attorneys are going to contact our attorneys.

4.0 New Business

5.0 Anniversary/Employee Recognition

6.0 Board President

President Bob Wood directed attention to Hardin County Prosecutor, Brad Bailey who was present to speak on the Windstream contract and double-billing issue. The Board has questioned as to whether we can stop paying the current monthly billing because Windstream continued to bill and we continued to pay for the old system. Mr. Bailey stated that if we do not pay the current bill, we will be in breach of contract.

There are two contracts with Windstream, the former and the current. Mr. Bailey distributed a handout entitled, "Getting out of a Contract Windstream / KHHD 2016 Contract" that the Health Department will need to follow when ending the current Windstream Contract. We will need to do that in January to avoid the automatic renewal of the contract.

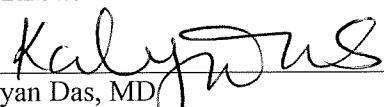
The double-billing happened under the former/old contract. He asked employees of the Health Department to locate the original old contract before he pursues the collection of the approximate \$2,500.00 that was overpaid. The old contract should have been terminated when the new contract took effect.

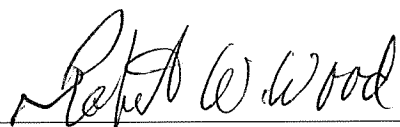
President, Bob Wood thanked Brad Bailey for attending our meeting.

7.0 Adjournment

As there was no further business, Ms. Jamie Hunsicker made the motion to adjourn the meeting. Ms. Angela Aaron seconded the motion. The meeting was adjourned at 8:34 p.m. The next meeting is September 25, 2018 at 7:00pm.

ATTEST:


Kalyan Das, MD
Health Commissioner


Robert Wood
Board President