

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, September 25, 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, Mr. Roger Crates and Dr. Larry Oates. Employees present: Dr. Kalyan Das, Mr. Derek Dunson, Ms. Cindy Keller, Mr. Shane Lotts, Ms. Jackie Prater, Ms. Kelsey Ralston, Ms. Arin Tracy and Ms. Pamela Romanko. Guests present: Ms. Kathy Kinney, Ms. Kay Kline, Township Trustee Mr. Daryl Flowers, Commissioner Mr. Roger Crowe, 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. August 28, 2018

After review of the minutes, Ms. Jamie Hunsicker moved to approve the August 28, 2018 minutes as presented. Dr. Larry Oates seconded the motion. The motion passed with a unanimous roll call vote.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Derek Dunson presented his report stating that he performed routine food inspections, reviewed 9 temporary food applications, performed 9 temporary food inspections. Inspections were completed for the Hardin County Fair and the Harvest and Herb Festival with few issues. In addition, Mr. Dunson reported that he filed 9 animal bite reports and pulled 7 water samples.

Sanitarian, Mr. Shane Lotts directed the Board's attention to the information relating to the Variance Request for 14265 Township Road 199, Kenton, Ohio that was submitted by Kathy Kinney. Due to the failing health of her parents, Ms. Kinney would like to place a park-model RV on her property for her parents so that she can care for them. Water lines would have to be placed so that they are not crossing the sewage line. Once the need subsides, the park model RV would be removed from the property. This is also a stipulation for Dudley Township. Dr. Larry Oates made a motion to accept the variance. Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote.

At that time, Ms. Kathy Kinney and Ms. Kay Kline were excused from the meeting.

Mr. Lotts continued his report stating that after three months of requesting quotes from installers, we have received only one quote for the septic system for Harvey and Amber Yoder at 21670 CR 120, Kenton. He spoke with EPA who stated if we have made multiple attempts and still have received only one bid, they will accept the one bid. The bid was from for the amount of \$21,700.00. The Yoders qualify for 85% funding, so \$18,445.00 will be paid from grant funds. Ms. Jamie Hunsicker moved to approve the bid by Gary Lugibihl; Lugibihl Excavating for \$21,700.00. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote. Dr. Larry Oates then moved to accept Corporate Resolution Number 2018002 granting Gary Lugibihl; Lugibihl Excavating the authority

to complete all actions necessary to complete this project. Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote.

Mr. Lotts continued with his report with an update that Mr. Petersheim has complied with all conditions and his property issue has been resolved. In addition, the cost methodologies have been completed for all Environmental Programs with the District Advisory Council meeting scheduled for October 17, 2018 at 6:00pm. He invited the board members to attend.

Karen Curtin has not submitted all of the required paperwork to apply for the EPA grant funds to assist in installing a new system. Their Federal Income Tax filing was extended until October 15, so they will be given until the next board meeting before a decision will be made as to the condemnation of their property at 0693 TR 195, Forest.

Wingfield properties are working with licensed pest applicator to resolve the cockroach issues at the properties at 510 Decatur Street and 215 Smith Avenue. They went to court today to evict the tenants at 510 Decatur Street so that the exterminator can complete the treatment process. The tenants were not allowing the pest applicator inside to apply the treatment and the problem has been linked to that one address. They are working with Terminix at 215 Smith Avenue, but no treatment report has been submitted for September yet.

Mr. Derek Dunson reported that he had visited the property at 130 Pioneer St in Dunkirk that is owned by Ricky Lytle the previous week. A small amount of progress had been made in the front room, indicating that Mr. Lytle is working on the issue. Mr. Lytle has paid some on his Sewer bill and was anticipating paying that in full soon. Mr. Lotts and Mr. Dunson visited the property the day prior to the board of health meeting and found little change on the outside of the property. No further action is required at this time.

The nuisance at 17832 SR 117, Roundhead has been mostly resolved. Mr. Lotts received a letter from the State of Ohio the previous week stating that Mr. Stalk was approved to seal his own well but is waiting for the field report. The existing weed problem has been treated with weed killer and the weeds are dead.

Mr. Lotts' written report indicated that he performed 1 site inspection, 3 well permits and 2 final septic inspections.

2.02 Nursing

Director, Ms. Cindy Keller reported 357 Immunizations, 100 flu shots, 1 Lead test, 9 TB screens, 107 patients on BCMH, 17 Help Me Grow families and Family Planning saw 40 patients since our August Board of Health meeting.

Included in her report was information on the Hepatitis A Outbreak for the state of Ohio. No cases were reported in Hardin County. She further reported that the Health Department will be hosting the Project Hoffnung on September 26th. They serve the Amish community women with Mammograms and PAP screenings.

Ms. Keller reported that our newest nurse, Hannah Beltz has submitted her resignation. Her last day will be October 4, 2018. Mr. Roger Crates moved to accept the resignation of Hannah Beltz. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote. When the Board of Health voted to hire Ms. Beltz, they designated Ms. Tracy Simon as a second choice for this position. Ms. Angela Aaron moved to offer the Nurse position to Tracy Simon. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

Despite the weather, the fair was a positive event. The giveaways were appreciated as well as the drawings for the larger items. People signed up for the baby gates who had not come to the Health Department to pick them up, so Kelsey was going to promote that giveaway on Social Media.

Ms. Keller's written report stated that five cribs were distributed this month and follow-up was performed on two previously distributed cribs. She reported that reports on the Bike Program are completed. The goals for the program were met by showing increases in learning and activity. In addition Melissa and Kelsey will be attending the Women's Health Event to promote Family Planning and the Health Department.

The monthly strategic plan update indicated that Ms. Keller will be contacting Michelle Musser of ONU in reference to the lunchtime nutrition education program. A large number of immunizations were performed for school-aged children and flu shot clinics are being set up. A November event is being planned for the Project Dawn program. Ms. Ralston continues to promote many of the programs of the Health Department. Board of Health President, Bob Wood promoted the Health Department at the Grange Banquet. Promotional items were distributed at the fair.

2.03 Public Relations / PIO

Ms. Kelsey Ralston submitted the monthly billboard usage report. She reported that the cost of the Adobe creative design software subscription that the Board had approved last year has increased to \$52.99. Ms. Jamie Hunsicker moved to renew the Adobe software at the cost of \$52.99 per month. Mr. Roger Crates seconded the motion. The motion passed with unanimous roll call vote. Ms. Ralston also reported that she has her camera and is ready to take pictures of the Board members for the new website.

2.04 Health Commissioner

Health Commissioner, Dr. Kalyan Das reported there were 31 reports of Communicable Diseases in Hardin County for the month of August which is an increase of 14 cases from July. Chlamydia increased by 11 cases and Hepatitis C increased by 4 cases.

2.05 Emergency Preparedness

Coordinator, Arin Tracy presented her written report.

Ms. Tracy stated that she was nominated to sit on the Board/Advisory Board of the Central Ohio Trauma Systems Coalition for Hardin County. She requested Dr. Das' approval to accept the nomination. Dr. Das agreed to sign the nomination form.

She then distributed the checklist for the 2019 Radon Grant. We would still receive \$3,000.00 per year for this grant. This money would be used for educational flyers to realtors, schools, physicians, pharmacies and pizza boxes. She has not received the actual grant contract yet.

Ms. Tracy and Ms. Keller gave information regarding their recent PHAB training in Virginia. The prescription drop boxes have been ordered and we are waiting for their shipment. Kevin Risner submitted a written report to the Board on his activities in the Prescription Overdose Prevention Program Coordinator.

2.06 Accreditation

Ms. Tracy presented the revised contract for the CHA with the Hospital Council of Northwest Ohio. The revised contract amount was decreased by \$1,050.00 because they will not need to survey the schools because the schools completed a survey earlier this year. Dr. Das is to sign the revised contract.

Dr. Oates presented proposed policies for Orientation New Board of Health Members and Board of Health Continuing Education for review and approval. Ms. Jamie Hunsicker moved to approve and adopt the Board of Health Continuing Education Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote. Ms. Angela Aaron moved to approve and adopt the Orientation New Board of Health Members. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

2.07 Vital Statistics

Registrar, Ms. Jackie Prater presented her report on Vital Statistics. In August, 51 death certificates were made, no burial permits were filed and 18 new death certificates were filed. In addition, 137 certified copies of birth certificates were made, 10 birth verifications for government offices were made and no home births were filed.

2.08 Administrative/Financial

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

Because Ms. Arin Tracy submitted the invoice from Hospital Council of Northwest Ohio for first part of the CHA Contract, additional funds will need to be appropriated and added to the purchase order to be able to pay this invoice. Ms. Romanko is requesting that the Board of Health approve an increase of \$30,000.00 in the 2018 Budget for Accreditation. It was not in the original 2018 budget because \$50,000.00 had been budgeted in the 2019 budget for the CHA. The additional amount of \$9,000.00 for the contract will be paid in January. This is a requirement of Accreditation.

The Funds to pay for this will come from our General Fund. We have received \$15,380.00 from ODH to offset the cost incurred in transitioning from a five-year cycle to a three-year cycle for our CHA grant and \$2,500.00 from Ohio Northern University. We are hoping to receive other assistance from partners who will be utilizing the information in the CHA. Dr. Oates moved to increase the 2018 budget, the appropriations and the purchase order by an additional \$30,000.00. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

Ms. Romanko reported that the original contract with Windstream had been located and given to Mr. Brad Bailey. Because Windstream had been billing for services they were not providing, we could have a case for wrongful billing. We would need an action from the Board of Health to begin that process. Mr. Roger Crates made a motion that we move forward in filing suit against Windstream to collect the \$2,500.00 that was paid on these bills. Mr. Chase Dull seconded the motion. The motion passed with unanimous roll call vote.

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

Commissioner, Mr. Roger Crowe commended the Board of Health for taking action against Windstream and their billing practices. He noted that the County continues having issues with Windstream. Mr. Roger Crowe then updated the Board on the status of the Kohler Street building. Their attorneys have contacted our attorneys. A purchase agreement has been signed and the transfer will occur this week. Remodeling will begin and the Commissioners will determine the best use for this property.

4.0 New Business

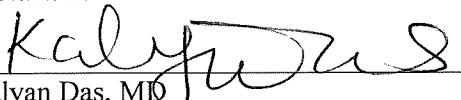
5.0 Anniversary/Employee Recognition


6.0 Board President

7.0 Adjournment

As there was no further business, Ms. Jamie Hunsicker made the motion to adjourn the meeting. Dr. Larry Oates seconded the motion. The meeting was adjourned at 8:06 p.m. The next meeting is October 25, 2018 at 7:00pm.

ATTEST:


Kalyan Das, MD
Health Commissioner


Robert Wood
Board President