

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, February 26, 2019 in the Kenton-Hardin Health Department Conference Room, Kenton, Ohio. The following board members were present: Mr. Bob Wood, Ms. Angela Aaron, Mr. Roger Crates, Ms. Jeryl Kissling and Dr. Larry Oates. Employees present: Dr. Kalyan Das, Ms. Cindy Keller, Mr. Shane Lotts, Ms. Kelsey Ralston, Mr. Kevin Risner and Ms. Pamela Romanko. Guests present: Township Trustee Mr. Daryl Flowers, Commissioner Mr. Timothy Striker, Kenton Times Reporter Mr. Tim Thomas and Epidemiologists, Ms. Mary Salimbene Merriman and Ms. Allison Zandarski from the Union County Health Department.

**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. January 22, 2019

After review of the minutes, Ms. Angela Aaron moved to approve the January 22, 2019 minutes as presented. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

**2.0 Committee Reports**

**2.01 Sanitarian/Environmental**

Sanitarian, Mr. Shane Lotts presented his written report.

Mr. Lotts reported to the Board of Health that the water was shut-off for Mr. Kyle Bailey of 102 Main Street, McGuffey. Mr. Lotts informed Mr. Bailey that he has until February 28, 2019 to restore service or face condemnation. Ms. Jeryl Kissling made a motion that if Mr. Kyle Bailey does not comply by February 28, 2019, his property at 102 Main Street, McGuffey will be condemned on March 6, 2019. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Mr. Lotts then updated the board members on the status of the Ricky Lytle property at 130 Pioneer St. Dunkirk, Ohio. Mr. Lytle had requested the Health Department to contact the Dunkirk Fire Chief for an updated assessment of his property. Mr. Lotts submitted the Fire Chief's letter that reports no resolution to the previously reported fire hazards. Until the improvements are completed and the fire department signs off, we cannot remove the condemnation signs from his property.

In addition, Mr. Lotts reported that he had checked on water shut-offs at two separate properties and sent letters to inform each of them that they have until March 11, 2019 to restore service or face condemnation. The letters were sent to Thomas Ellcessor of 114 W. Railroad St., McGuffey and Mary Downing of 2617 SR 235, Ada.

Mr. Lotts updated the board members on the Ohio EPA sewage funding WPCLF funding for 2019. The resolution and septic installer agreement were signed by our Department and the Prosecutor's office. This information was accepted by Ohio EPA and they have told us to go ahead and start accepting applications regarding the 2019 funds.

Mr. Lotts presented Derek Dunson's written report. His report stated that he performed 36 routine food inspections, reviewed 1 temporary food application and performed 1 temporary food inspection, investigated 4 animal bite reports and pulled 3 water samples.

Mr. Dunson's report indicated that he responded to a report that a flower shop in Forest was selling non-cottage food items/baked goods. He educated and provided helpful information to the preparer of the food, to encourage those food activities to continue under proper protocol. The producer planned to voluntarily remove items from sale until she has the necessary requirements in place to continue that activity.

Mr. Lotts requested approval from the Board of Health for he and Mr. Dunson to attend the Annual Midwest Workshop (Conference) in Environmental Health on March 25 – 28. Ms. Angela Aaron moved to approve their attendance at the Midwest Workshop from March 25 – March 28, 2019. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Mr. Roger Crates asked Mr. Lotts about the abandoned McKittrick Hospital. Ms. Angela Aaron reported that the property is currently abandoned and is on the list for unpaid taxes. Mr. Lotts stated that the State of Ohio condemned that property for lead and we condemned it for being an unsafe structure. There is confusion with the city as to the material required to board up the building.

### **2.03 Nursing**

Director, Ms. Cindy Keller reported 172 Immunizations, no Lead tests, 11 TB screens, 107 patients on BCMH, 12 Help Me Grow families and Family Planning had 8 in person encounters and approximately 30 telephone calls since the last Board of Health meeting.

Ms. Keller presented her written report. Ms. Keller's written report stated that 4 cribs were distributed in February. The school lunch program with three ONU Pharmacy students has resumed and will be conducted every Tuesday. Healthy Lifestyles is preparing to participate in the Y Family Expo, Forest Court Kids and the Easter Healthy Horse Races.

Community Project Dawn has a planning meeting scheduled for April. A presentation was given for JFS on February 25<sup>th</sup> and another for Lifeworks in March.

Ms. Keller indicated that there are 1746 Hepatitis A cases as of February 19, 2019 with 69 Ohio counties having cases. Hardin County currently has one Outbreak case.

Ms. Keller explained that Family Planning has not been self-sustaining. The lack of use by the community is an indication that it is not needed anymore. We can still provide those nursing services. Ms. Keller requested a motion that would responsibly close the family planning by September 2019. Mr. Roger Crates moved that we continue the Family Planning Clinic until the end of September 2019 and close the clinic at that time. Ms. Jeryl Kissling seconded the motion. The motion passed with unanimous roll call vote.

Ms. Keller presented the report on the number of immunizations given at each of our outreach clinics each month in Forest and Dunkirk for 2018. She suggested that we do clinics every other month in every other location. We would be responsible and inform the public in those closings and asked for a motion. This will be in effect for our April clinic. Ms. Jeryl Kissling made a motion that starting in April, have the outreach immunization clinic in one village every other month. Ms. Angela Aaron seconded the motion. After Dr. Larry Oates suggested that Ms. Keller should have the freedom to open the clinics as needed, Ms. Keller added to her motion that if there is any reason to change the schedule, Ms. Cindy Keller has the approval to change that schedule. Ms. Angela Aaron seconded the amendment. The amended motion passed with unanimous roll call vote.

Ms. Keller noted that Governor, Mike DeWine appointed Dr. Amy Acton as the new Health Commissioner for the Ohio Department of Health.

#### **2.04 Accreditation**

The final date to submit all documentation to PHAB is September 7, 2019. We are planning to push the button on September 3, 2019.

Ms. Cindy Keller reported that she is seeing a lot of positive activity as the teams are working together to complete the document uploads.

#### **2.05 Health Commissioner**

Dr. Kalyan Das turned over the floor to Union County Health Department Epidemiologist, Ms. Mary Merriman to present the Annual Communicable Disease Report for 2018. A total of 255 reported cases of Communicable Diseases was reported for 2018 which is a 11.2% decrease from 2017. The top five reported diseases for 2018 were Chlamydia, Hepatitis C, Influenza-associated hospitalizations, Gonorrhea and Campylobacteriosis. Chlamydia, Hepatitis C, Influenza-associated hospitalizations and Gonorrhea have been in the top five diseases since 2015 but there has been a decrease in Hepatitis C since 2016.

Epidemiologist, Allison Zandarski from the Union County Health Department presented the January Communicable Disease report for Hardin County. The report indicated that there were 14 Communicable Diseases in Hardin County for the month of January which is an increase from 13 cases in December.

#### **2.06 Public Relations / PIO**

Public Information Officer, Ms. Kelsey Ralston had nothing to update however she still needs pictures of Mr. Crates and Dr. Das.

#### **2.07 Emergency Preparedness**

Coordinator, Mr. Kevin Risner presented his written report. He reported that he is learning a lot and is happy in his new position. He has been working on and submitting deliverables for the PHEP Grant and working on budget issues.

Mr. Risner then reported that Ms. Melody Stockdale has begun her new position and is doing a very good job finding new areas to explore. The board members requested that Ms. Stockdale attend the next Board of Health Meeting.

#### **2.08 Vital Statistics**

President Robert Wood drew the board's attention to Ms. Jackie Prater's Vital Statistics report. In January, 103 death certificates were made, no burial permits were filed and 22 new death certificates were filed. In addition, 109 certified copies of birth certificates were made, 17 birth verifications for government offices were made and 4 home births were filed.

#### **2.09 Administrative/Financial**

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

Ms. Romanko presented the proposed 2020 budget as recommended by the finance committee. There is no increase in the amount of support from the Townships, Towns and Cities. Ms. Jeryl Kissling moved to approve the 2020 Budget as presented. Dr. Larry Oates seconded the motion. The motion passed with unanimous roll call vote.

Ms. Romanko requested that the Board sign a Purchase Order in the amount of \$2050.00 for Help Me Grow Membership Fees. This purchase order is under the 2019 budgeted amount of \$2500.00. Since the Board already approved the 2019 Budget, no motion is necessary for this action.

Ms. Romanko requested Board Approval for Tim Fox at the Nerd Room to administer the software licensing for our Software. Dr. Larry Oates moved to grant Tim Fox of the Nerd Room the authority to administer the software licensing for the Health Department. Mr. Roger Crates seconded the motion. The motion passed with unanimous roll call vote.

Ms. Romanko updated the Board on the status of the changeover from Windstream to Spectrum. We have a letter that states our contract will not renew. They are not allowing porting of any numbers until March 11, 2019. We are scheduled for Spectrum install on March 12, 2019.

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 Tim Striker thanked the Health Department for their letter stating the department's needs in the building that the commissioners have offered on Kohler Street. At this time the Commissioners are offering other departments the opportunity to walk through the building.

Mr. Striker also noted that the Commissioner's office will be giving the Health Department the sum of \$1,000 to help with the cost of the Community Health Assessment.

### **4.0 New Business**

Ms. Cindy Keller reported that letters were sent to the previous funders requesting financial assistance with the Community Health Assessment. To date, partners who have contributed include Hardin County Commissioners (\$1,000), Family and Children First Council (\$5,070), Mental Health Board of Allen, Auglaize and Hardin County (\$10,000) and ONU Pharmacy (\$2,500). A general letter to the community was also mailed. The meeting to review the rough draft is February 28.

### **5.0 Anniversary/Employee Recognition**

Ms. Jeryl Kissling presented a gift card to recognize the Jennifer Newland's 3 years of service this month.

### **6.0 Board President**

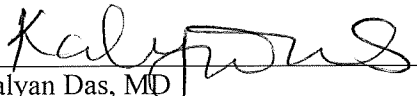
### **7.0 Adjournment**

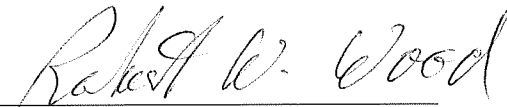
As there was no further business, Mr. Chase Doll made the motion to adjourn the meeting. Ms. Angela Aaron seconded the motion. The meeting was adjourned at 8:23pm. The next meeting is March 26, 2019 at 7:00pm.

### **8.0 Board Education**

After the meeting was adjourned, Ms. Mary Merriman presented the Board of Health members with education and training on the Who, What, When, Where and How of Reporting Communicable Diseases, Local Health Department Case Investigation, PHEP Grant reporting requirements and Quality Indicators. This training began at 8:30pm and was concluded at 9:23pm. A copy of the sign in sheet and materials are filed with the Board Agenda items.

**ATTEST:**

  
Kalyan Das, MD  
Health Commissioner

  
Robert Wood  
Board President