

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, March 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, Mr. Chase Doll, Ms. Jamie Hunsicker, Ms. Jeryl Kissling and Dr. Larry Oates. Employees present: Dr. Kalyan Das, Ms. Cindy Keller, Ms. Kelsey Ralston and Ms. Pamela Romanko. Guests present: Township Trustee Mr. Daryl Flowers, Commissioner Mr. Timothy Striker and Kenton Times Reporter Mr. Tim Thomas.

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. February 26, 2019

After review of the minutes, Ms. Jeryl Kissling moved to approve the February 26, 2019 minutes as presented. Ms. Angela Aaron seconded the motion. The motion passed with majority roll call vote. Ms. Jamie Hunsicker abstained.

2.0 Committee Reports

2.01 Sanitarian/Environmental

The Sanitarian's written reports were submitted.

President Robert Wood stated that the owner of one of the properties condemned by the health department had taken down the condemned signs. Prosecutor, Brad Bailey stated that our hands are tied until the village passes an ordinance that their solicitors can work on that. In addition, Mr. Lytle is still wanting the condemnation to be abated on his property, but the Dunkirk Fire Chief has not submitted a letter stating that his opinion has changed.

Ms. Pamela Romanko presented a letter that Mr. Lotts submitted in his report. Blanchard Township needs a letter to reaffirm the condemnation of the property located at 14437 County Road 20, Dunkirk, Ohio. This property was originally condemned on October 29, 2018 and the condemnation has not been abated since that time. Because there was no new action and no objections, Health Commissioner, Dr. Kalyan Das and Board of Health President, Robert Wood signed the letter of reaffirmation.

Ms. Romanko then directed the Board Members' attention to the Variance Request submitted for Ora Chamberlin's property located at 5503 State Rt. 67, Kenton, Ohio. Because of the extreme period of wet weather, the full system was unable to be installed. Due to financing deadline requirements, Mr. Chamberlin needs to move into the house before the system can be completed. He is requesting a variance to install only the septic tank with a contract with a certified pumper until the weather permits installation of the remaining system. Ms. Jamie Hunsicker moved to approve the variance for Ora Chamberlin at 5503 State Route 67, Kenton, Ohio. Mr. Chase Doll seconded the motion. The motion carried with unanimous roll call vote.

Mr. Lotts' written report stated that he performed 4 site inspections and 5 annual food inspections. Mr. Derek Dunson's written report stated that he reviewed 2 temporary food applications and performed 7 routine food inspections, 2 temporary food inspections, 2 mobile food license reviews, 1 mobile pre-licensing inspection, 4 vending inspections and 1 pre-licensing inspection. In addition, he investigated 3 animal bite reports.

Ms. Romanko reminded the Board of Health that Mr. Lotts and Mr. Dunson were absent from the meeting because they were both attending the Annual Midwest Workshop (Conference) in Environmental Health this week.

2.03 Nursing

Director, Ms. Cindy Keller reported 244 Immunizations, 6 Lead tests, 13 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 all cribs have been distributed and she has ordered new cribs. Cindy and Kevin provided activities for the March Healthy Lifestyles event and Cindy had a presentation on Disease Reporting and Hepatitis A at their March meeting. Ms. Keller's report also indicated that there are 1979 Hepatitis A cases as of March 18, 2019 with 72 Ohio counties having cases. Hardin County currently has one Outbreak case.

Ms. Keller then presented the charter for a new CQI project. The mission of this CQI is to improve the efficiency of the outreach clinics documentation process. She is estimating that they will complete this within three months. Ms. Jamie Hunsicker moved to approve the charter for the CQI project. Ms. Jeryl Kissling seconded the motion. The motion carried with unanimous roll call vote.

The Policy on Policy Development, Implementation and Maintenance was presented to the Board for its annual review. Ms. Keller stated that the policy continues to work well. No changes are recommended at this time. Ms. Jamie Hunsicker moved to approve the policy on Policy Development, Implementation and Maintenance with no changes. Ms. Angela Aaron seconded the motion. The motion carried with unanimous roll call vote.

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 they are still having full domain meetings every other week. The teams are working on reviewing and uploading documents and creating PHAB coversheets. Four teams will be completing their domains in April.

2.05 Health Commissioner

Health Commissioner, Dr. Kalyan Das presented the Communicable Disease Report for February. The report indicated that there were 17 reports of Communicable Diseases in Hardin County for the month of February which is an increase from 14 cases in January. He noted that in February 2017, there were 41 cases and in February 2018 there were 36 cases, so there is a downward trend.

2.06 Public Relations / PIO

Public Information Officer, Ms. Kelsey Ralston presented the 2018 Annual Report for the Health Department. It was first presented at the Hardin County District Health Advisory Council meeting on March 13, 2019.

Ms. Ralston informed the board members that the next Community Project Dawn event is scheduled for April 8 at the Ada public library. There are currently three people registered for the event. She also reported that she and Cindy completed a letter to potential supporters of another community bike project for this year.

Ms. Ralston reported that she had posted a short video on Facebook of Mr. Kevin Risner receiving his Hepatitis vaccines. In addition, an article was submitted to the Kenton Times about the Hepatitis A outbreak. She has given out 5 car seats since the last board meeting. Logan County Health Department is sending some of their residents here because they currently do not have an Ohio Buckles Buckeyes Coordinator.

Ms. Ralston reported that the contract for the billboard advertising expires at the end of March. Lamar has only two choices for the health department, with the cheapest being \$300 per month. This is an increase of \$100 per month for this advertising. She recommends not renewing this contract. This would save the health department \$2,400 per year. Ms. Jeryl Kissling made a motion to not renew the billboard contract with Lamar. Ms. Jamie Hunsicker seconded the motion. The motion carried with unanimous roll call vote.

Ms. Ralston then presented the Health Promotions Planning Policy to the Board of Health for approval. She had previously developed a tool for tracking our public promotions and this policy states how that tool is used and how and from where we get the information that we share. Ms. Jeryl Kissling made a motion to accept the Health Promotions Planning Policy. Mr. Chase Doll seconded the motion. The motion carried with unanimous roll call vote.

2.07 Emergency Preparedness

President Robert Wood directed the board member's attention to Mr. Kevin Risner's written report. The report indicated that he has been submitting plans and workbooks to ODH. He is absent tonight because he is attending the Incident Command training in Grove City, Ohio this week.

He exchanged eight doses of expired Naloxone for the Forest Police and Forest EMS.

He and Melody Stockdale submitted the Second Quarter program report for the PDO grant.

2.08 Vital Statistics

President Robert Wood drew the board's attention to Ms. Jackie Prater's Vital Statistics report. In February, 65 death certificates were made and 10 new death certificates were filed. In addition, 155 certified copies of birth certificates were made, 13 birth verifications for government offices were made and 7 home births were filed.

2.09 Administrative/Financial

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

Ms. Romanko updated the Board on the status of the changeover from Windstream to Spectrum. We are scheduled for the third time for Spectrum to install on April 2, 2019. She asked the board members' opinion on changing the Health Department's telephone number if this port is still unable to happen when Spectrum is here next week. After a brief discussion, the Board agreed that if porting the number continues to be a problem, we can get a new telephone number for the Health Department.

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.

President, Robert Wood informed the Board that the Dunkirk Village Council expressed concern at their last meeting that the health department has been operating in the red for the past couple of years. The annual report did not show the carryover balances that have been held in reserve. Ms. Romanko informed reporter, Tim Thomas that the carryover balance at the end of February was \$280,000.00. One-half of the annual financial support from the villages, townships and city of Kenton is paid in March, so the current carryover is higher.

Mr. Roger Crates questioned Ms. Cindy Keller on the grant funds and if they are causing a burden on the Health Department. Discussion followed regarding different grants that we can not qualify for anymore and various programs within the health department. Much of the discussion was about the Family Planning Clinic.

3.0 Old Business

4.0 New Business

Commissioner, Tim Striker reported that the Commissioner's office has been receiving telephone calls from concerned individuals since the Kenton Times article covering the Dunkirk Village Council meeting. He reported that he had met with Fiscal Officer, Pamela Romanko earlier in that day and she had given him a statement of the carryover balances since 2014. The commissioners' concern is that at the end of 2020, that the General Fund carryover will be \$7000 which will not be enough to support the Health Department expenditures in 2021. He has other questions regarding the losses and would like to meet with the Finance Committee in the future. The commissioner's office is cautiously optimistic in helping to get this resolved. Ms. Romanko stated that the committee is due to schedule their quarterly meeting in the middle of April. Ms. Kissling suggested April 16th at 1:00pm so Dr. Das will be able to attend as well. We will discuss where the money has been spent in the past three years for especially the costs for accreditation.

5.0 Anniversary/Employee Recognition

There were no anniversaries in the month of March. The first week in April is public health week. The Board will bring lunch for the staff one day that week.

6.0 Board President

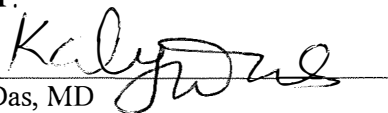
Ms. Jamie Hunsicker moved to into closed session for the discussion of employee evaluation. Ms. Angela Aaron second the motion. The board went into closed session at 8:03pm. The board came out of closed session at 8:30pm.

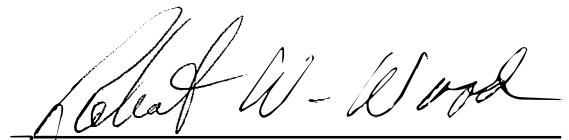
7.0 Adjournment

As there was no further business, Ms. Jamie Hunsicker made the motion to adjourn the meeting. Mr. Chase Doll seconded the motion. The meeting was adjourned at 8:32pm. The next meeting is April 23, 2019 at 7:00pm.

8.0 Board Education

ATTEST:


Kalyan Das, MD
Health Commissioner


Robert Wood
Board President