

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, April 23, 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, Mr. Derek Dunson, Ms. Cindy Keller, Mr. Shane Lotts, Ms. Kelsey Ralston, Mr. Kevin Risner and Ms. Pamela Romanko. Guests present: Township Trustee Mr. Daryl Flowers, Kenton Times Reporter Mr. Tim Thomas, Guests Randall Stough and Ricky Lytle.

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. March 26, 2019

After review of the minutes, Mr. Chase Doll moved to approve the March 26, 2019 minutes as presented. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Environmental Director, Shane Lotts presented his written report. Mr. Lotts drew the Board members' attention to the letter from the Norther Hardin County Fire District Chief regarding Mr. Ricky Lytle's property at 130 Pioneer Street, Dunkirk, Ohio. Mr. Lytle's property is no longer in violation of the Ohio Fire Code. Mr. Lotts stated that Mr. Lytle has complied enough to satisfy the fire chief, the Village of Dunkirk Water Department and the Health Department. Mr. Lotts recommended that the Board remove the condemned sign from the property. Ms. Jeryl Kissling moved to remove the condemned sign from 130 Pioneer Street, Dunkirk, Ohio. Mr. Chase Doll seconded the motion. The motion carried with unanimous roll call vote. At that time, Mr. Randall Stough and Ricky Lytle left the meeting.

Mr. Lotts reported that he had received two bids for a septic system on a property owned by Dawn and Lori Wallace located at 13231 State Rt. 309, Kenton, Ohio. The Wallace's qualify for 50% financing through the Ohio EPA grant funds. Mr. Lotts explained that the owners will write a check to the contractor that we will hold until the system is completed. Approval and acceptance of one of the bids is required to be able to move forward on the project. Mr. Lotts explained that the lowest bid usually wins the bid. The Board members reviewed the bids and Ms. Jamie Hunsicker moved to accept and approve the bid from Gary Lugibihl Excavating in the amount of \$16,500.00. Ms. Angela Aaron seconded the motion. The motion carried with unanimous roll call vote.

Mr. Lotts' written report stated that he performed 6 site inspections, 3 well permits, 1 septic final and 9 mobile home park inspections. His nuisance activities included investigating 1341 SR 68 for Blanchard Township Trustees, looking at five properties in the City of Kenton, and issuing abatement orders for 7330 SR 53 for Pleasant Township and 2413 Wayne Street, Dola for Washington Township.

Mr. Derek Dunson presented his written report. He reported on a nuisance that he has investigated at 4608 TR 25, Ada, Ohio. He reported that he issued a letter to the owner, Scott Woessner giving him 30 days to abate the nuisance. Mr. Dunson presented pictures of the property from the day he first inspected it as well as pictures he had taken the day of the board meeting showing significant progress in the owner's attempts to clean up the property. Because the owner has made progress in the clean-up, Mr. Dunson is requesting an extension to the 30 days. Ms. Jeryl Kissling moved to give Mr. Woessner until May 24, 2019 to comply with the order. Ms. Jeryl Kissling seconded the motion. The motion carried with unanimous roll call vote.

Mr. Derek Dunson's written report stated that he reviewed 2 temporary food applications and performed 25 routine food inspections, 1 temporary food inspection, 1 mobile food license reviews, 2 mobile pre-licensing inspections, and 1 food plan review. In addition, he investigated 2 animal bite reports and collected 2 water samples.

2.03 Nursing

Director, Ms. Cindy Keller reported 217 Immunizations, no Lead tests, 8 TB screens, 107 patients on BCMH, 13 Help Me Grow families and Family Planning had 10 in person encounters and approximately 30 telephone calls since the last Board of Health meeting.

Ms. Keller presented her written report. The April Healthy Lifestyles event, Horse Derby was cancelled due to weather and will be re-scheduled. She reported that the nurses are working on the new CQI project. The lunch program at Ada schools will be coming to an end as of April 20. The ONU students are finishing their classes.

Ms. Keller reported that eight kits were distributed at the Project Dawn event in Ada and one kit to Lifeworks Charter School and another kit to Judge Christopher's Court. We received \$4,136.50 from ODH for Naloxone for this year's Project Dawn. This is twice as much as we received last year.

Ms. Keller also reported that she received an email of highlights of a meeting for Public Health Advocacy with state representatives and the new Director of Health, Dr. Acton. She supports public health nursing and values what they do. In addition, she supports more representation of local public health departments when decisions are made. She also wants to improve communication and the relationship between ODH and local health departments.

Ms. Keller's report also indicated that there are 2116 Hepatitis A cases as of March 18, 2019 with 73 Ohio counties having cases. Hardin County currently has one Outbreak case.

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 Mr. Kevin Risner is working with Mr. Shane Lotts on Domain 1 and she and Ms. Kelsey Ralston have been working to get Domain 3 uploaded into e-PHAB. The first examples that they uploaded were reviewed by Chelsey Saari at PHAB, and only had one small issue that did not have a date on one of the items.

She also 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. The April domains are not fully uploaded into their folders but every domain has some items.

2.05 Health Commissioner

Health Commissioner, Dr. Kalyan Das presented the Communicable Disease Report for March. The report indicated that there were 39 reports of Communicable Diseases in Hardin County for the month of March which is an increase from 17 cases in February. The increase is due mostly to Influenza-associated hospitalizations.

2.06 Public Relations / PIO

Public Information Officer, Kelsey Ralston reported that she has given out 8 car seats since the last board meeting.

Ms. Ralston also reported that she has been in contact with the printer who does the placemats for the Plaza Inn. She reported that the cost for placing our ad on 32,500 placemats is \$230.00. This will last approximately 4 months. Ms. Jeryl Kissling made a motion spend the \$230.00 to advertise on the Plaza Inn placemats. Ms. Jamie Hunsicker seconded the motion. The motion carried with unanimous roll call vote.

Ms. Ralston reported that she and PDO Grant Coordinator, Ms. Melody Stockdale will be planting flowers and a tree at the Hardin Memorial Hospital for drug overdose awareness on Friday, April 26.

2.07 Emergency Preparedness

Mr. Kevin Risner's presented his written report. He reported that the Health Department has had Drey Dearing working as an intern since the first of January. Mr. Dearing is a Senior Social Work major at the University of Findlay.

Mr. Risner reported that he attended the Incident Command training in Grove City, Ohio. He was the Facility evaluator for Hardin Memorial Hospital for an exercise.

Mr. Risner further reported that he submitted a Notice of Intent to apply for the new Drug Overdose Prevention Program grant. It is a 3-year grant beginning September 1, 2019.

Mr. Risner participated in the 5th Regional Healthcare Coalition Summit. Hardin county is the only county in a 15 county region that does not have an official active healthcare coalition. The purpose of a healthcare coalition is to bring together all of the health partners in the county to share assets, information, etc. Later this year, we will probably be entering into a contract with Central Ohio Trauma Systems to form a county-wide coalition. This will result in approximately \$4000 annual income for the Health Department.

There is a blood drive scheduled for July 29. Mr. Risner will be working on publicity and further details.

2.08 Vital Statistics

President Robert Wood drew the board's attention to Ms. Jackie Prater's Vital Statistics report. In March, 52 death certificates were made and 24 new death certificates were filed. In addition, 155 certified copies of birth certificates were made, 15 birth verifications for government offices were made and 1 home birth was filed.

2.09 Administrative/Financial

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

Ms. Romanko reported on the first quarterly meeting of the Finance Committee. She passed out booklets of reports to the Board members present. The reports showed the revenue and expenses for the Health Department for the past five years. Although revenue and expenses are tracked through several different funds, it is important to think of the Health Department as a whole to better determine the sources of our revenue and expenses. Types of costs were combined to determine what expenses we actually incur. In addition, costs were tracked by each program within the Health Department and 2018 annual and first quarter 2019 reports were included in the booklet. In addition, the first quarter budget report was included in the booklet.

Ms. Romanko noted that the Health Department has spent over \$90,000 in accreditation costs through 2018. This includes Accreditation Fees, Community Health Assessment and Community Health Improvement Plan.

Ms. Romanko stated that her intention was to give Board Members, Health Commissioner and the Directors a detailed history of revenue and expenses so that they have the information to help analyze the actual current needs of the Health Department.

Ms. Kissling said that each department should take a look at their costs to determine where to cut back. Mr. Doll noted that he would like to hear some suggestions to guide them as to where to cut back.

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

4.0 New Business

5.0 Anniversary/Employee Recognition

Ms. Jeryl Kissling presented a gift card to recognize 12 years of service this month given by Mr. Shane Lotts.

6.0 Board President

8.0 Board Education

Mr. Shane Lotts presented reports on the Animal Bite Program and the Food Program to the Board of Health members for the purpose of education.


In 2018, 69 animal bite investigations were performed and 115 inspections including follow-up inspections were completed. Only one individual started the post exposure prophylaxis series of shots. Kenton-Hardin Health Department has authority over animal bite investigations under the Ohio Revised Code and the Ohio Administrative Code. In addition, The Health Department has an agreement with the Hardin County Dog Warden to issue abatement orders and requiring the biting animal to either vaccinate the animal or provide vaccination records.

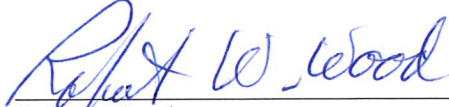
Food inspection and enforcement activities are reported for the period from March 1, 2018 through February 28, 2019. During this time, 303 FSO/RFE inspections plus twelve follow-ups were performed. 31 Temporary locations and 17 vending inspections were performed. In addition, eleven mobile food inspections for vendors that are licensed in Hardin County were conducted. Also, as a courtesy to Hardin county, the Health department also inspected approximately 60 mobile units from neighboring counties as well as approximately 30 cottage food locations. Kenton-Hardin Health Department has authority for enforcement of food activities under the Ohio Revised Code and the Ohio Administrative Code. The total number of food inspections for the year was over 400. President, Robert Wood invited each of the Board members to accompany Mr. Lotts or Mr. Dunson on any food inspection.

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 8:30pm. The next meeting is May 28, 2019 at 7:00pm.

ATTEST:


Kalyan Das, MD
Health Commissioner


Robert Wood
Board President