

The Kenton-Hardin General District Health board met in regular session at 7:00 p.m. on Tuesday, May 28, 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, Mr. Shane Lotts, Mr. Kevin Risner, Melody Stockdale and Ms. Pamela Romanko. Guests present: Township Trustee Mr. Daryl Flowers, Hardin County Commissioner, Timothy Striker and Kenton Times Reporter Mr. Ty Thaxton.

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. April 23, 2019

After review of the minutes, Ms. Jeryl Kissling moved to approve the April 23, 2019 minutes as presented. Ms. Angela Aaron 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 pictures taken at 1341 SR 68 property owned by Jeff Bugner. Blanchard Township Trustees are requesting condemnation. The property is unoccupied. Dr. Larry Oates moved to condemn the property at 1341 SR 68, Dunkirk, Ohio. Ms. Jeryl Kissling seconded the motion. The motion carried with unanimous roll call vote.

Mr. Lotts reported that he had previously issued abatement orders for securing or removing a mobile home with broken windows per a complaint from the Washington Township Trustees owned by Gary Hemmerly located at 2413 Wayne St., Dola. The property is unoccupied. The Township Trustees want us to condemn for the purposes of cleaning up. He presented pictures of the property to the board members. Ms. Jeryl Kissling moved to condemn the property at 2413 Wayne St. Dola, Ohio. Ms. Jamie Hunsicker seconded the motion. The motion carried with unanimous roll call vote.

Mr. Lotts updated the Board members on the status of the Sewage Nuisance at 0693 TR 195, Kenton Ohio owned by Tim & Karen Curtin. They have scheduled the soil evaluation. They have submitted paperwork for the EPA grant. He further reported that the both the trash and sewage nuisances at Kenneth Drumm property located at 7330 SR 53 have been abated.

Mr. Lotts reported that he investigated a property owned by Clive & Tammy Howard located at 9882 CR 95, Kenton. There have been reports of trash, open burning and possible occupation of a structure without well and septic approvals. He presented pictures of the property to the board members. Mr. Lotts sent a letter to them, giving them until June 28, 2019 to clean up trash and start process of obtaining well and septic approvals without occupying the property until well and septic are installed and approved by our office.

Mr. Lotts' written report stated that he performed 4 site inspections, 5 well permits, 1 septic final, 4 campground inspections and 5 pool inspections. Other nuisance activities included investigating water shut offs at 817 S. Wayne St. Kenton, 929 S. Detroit St., Kenton and 305 E. Dixon St., Forest. He also looked at properties on Pamela St., McGuffey at the request of the Village of McGuffey for purposes of cleanup and removal.

Mr. Lotts reported that the Ohio Department of Health will be in our office for a Well Survey on June 11th and 12th.

Mr. Lotts presented Mr. Derek Dunson's written report. He updated the board members on a nuisance at 4608 TR 25, Ada, Ohio owned by Scott Woessner who had previously been granted an extension until May 24, 2019 by this board to comply with the order. He has made substantial progress on the cleanup of this property.

Mr. Derek Dunson's written report stated that he reviewed 1 temporary food applications and performed 35 routine food inspections, 2 temporary food inspections, 3 mobile pre-licensing inspections, 2 food plan reviews and 2 pre-licensing walk throughs/consultations. In addition, he investigated 4 animal bite reports and collected 8 water samples.

2.02 Nursing

Director, Ms. Cindy Keller reported 211 Immunizations, 3 Lead tests, 15 TB screens, 107 patients on BCMH, 13 Help Me Grow families and Family Planning had no in person encounters and approximately 30 telephone calls since the last Board of Health meeting.

Ms. Keller presented her written report. She announced and presented an invitation to the public release of to the Community Health Assessment (CHA) on June 3, 2019 at 9:00am at the Hardin County Sherriff's community room.

Ms. Keller reported that Ms. Polly Downing has submitted her resignation. Her last day will be June 3, 2019. She has placed an advertisement in the Kenton Times to replace her. She has three people to interview and will be working with the Personnel Committee to set up interview times. Ms. Jeryl Kissling moved to into closed session for the discussion of employee evaluation. Ms. Jamie Hunsicker second the motion. The motion passed with unanimous roll call vote.

Ms. Keller stated that a GSK representative had stopped in. They reviewed our account and reported that we are still in the best buying position. The buying group saves approximately \$4000 to \$6000 per year on immunizations.

Ms. Keller's report also indicated that there are 2298 Hepatitis A cases as of May 20, 2019 with 76 Ohio counties having cases. Hardin County currently has one Outbreak case.

2.03 Strategic Plan Review

The lunch program at Ada schools has ended for this school year and will be starting again in the fall.

Ms. Keller reported that the Health Department has had a lot of positive feedback from the Facebook post featuring the end of Drey Dearing's internship with the Health Department. An organization named RTC which is part of the Bureau of Vocational Rehabilitation (BVR) contacted her. RTC places 14 to 19 year old people with handicaps in internships. They have a 15 year old girl they want to send for 6-8 weeks. Interns must have a mentor with them when they are here.

Ms. Keller reported that eleven Naloxone kits were distributed. Union County has applied for an ODH Project Dawn grant and is seeking collaboration from our office. Union County will be the administrator and counties that are part of this collaboration would include Union, Delaware, Knox, Hardin and Madison. If the grant is awarded it will include a mail order option. Those that do mail order are required to acknowledge that they viewed the on-line education. Union County will be the point of distribution for mail order and cost of shipping is included in the budget on the grant. We provided all required information and a letter of support to Union County. Hopefully the grant will be awarded as it will allow all of the counties involved to increase promotion and distribution activities.

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 presented a contract from The Hospital Council of Northwest Ohio to conduct our new Community Health Improvement Plan (CHIP). The contract amount is \$12,500 with a down-payment required of \$9,375. Ms. Jamie Hunsicker moved to accept the contract with the Hospital Council of Northwest Ohio. Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote.

Dr. Larry Oates, Ms. Cindy Keller, Mr. Kevin Risner and Ms. Kelsey Ralston completed a four week training to review the strategic planning process. They learned that they are missing a financial statement to describe how we will pay for some portion of the strategic plan. Ms. Keller will bring that change to the board next month.

Ms. Keller reported that we now have a Performance Management page for the Accreditation process. Domain 3 is completely uploaded into e-PHAB. Some documents have been uploaded into Domains 6 and 7. Mr. Kevin Risner is working with teams to help with questions and document identification.

2.05 Health Commissioner

Health Commissioner, Dr. Kalyan Das presented the Communicable Disease Report for April. The report indicated that there were 14 reports of Communicable Diseases in Hardin County for the month of April which is a decrease from 39 cases in March. The decrease is due mostly to Influenza-associated hospitalizations and a few cases of Chlamydia.

2.06 Public Relations / PIO

Public Information Officer, Kelsey Ralston's written report stated that she has given out 4 car seats since the last board meeting. She has completed all necessary training and requirements to be recertified and requested that the board approve \$55.00 to complete the recertification process. Ms. Jeryl Kissling moved to approve the \$55.00 expenditure to recertify Ms. Ralston for car seat distribution. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

2.07 Emergency Preparedness

Mr. Kevin Risner's presented his written report. He reported that he had participated in statewide Emergency Planners meeting in Columbus on May 9.

He also reported that he preparing to enter into a contract with Central Ohio Trauma System (COTS) to lead an official Healthcare Coalition within Hardin County. During recent years, Hardin County is the only county within our regional area to not have an officially established and functioning county Healthcare Coalition. The contract with COTS will provide approximately \$7,000 annually to the Health Department for work required to establish and lead the Coalition, with part of the funds also expected to be used for Coalition activities. Dr. Larry Oates questioned Mr. Risner about the Coalition. Mr. Risner explained that the purpose of the coalition is to provide better communication and support within the county. He said he would provide more information at the next board of health meeting.

Mr. Risner then presented the Union County Contract for the Administration Support for Fiscal Year 2020 PHEP Grant for approval. The contract amount is \$56,232.71. Ms. Jamie Hunsicker moved to accept the contract with the Hospital Council of Northwest Ohio. Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote.

Mr. Risner further reported that he submitted the application for the new Drug Overdose Prevention Program grant. It is a 3-year grant beginning September 1, 2019. The grant amount is approximately \$115,000 per year and is on a deliverable basis.

Ms. Melody Stockdale presented her report on the status of the Drug Overdose Prevention Program grant. She has been working diligently on the Physician's Pain Management education event. The event will provide 2.5 CME Credits for the 14 registered physicians in attendance. They are providing information on alternatives for pain management that physicians can recommend to their patients. She passed around items that they will be highlighting and demonstrating during their event. They have several speakers for their event.

2.08 Vital Statistics

President Robert Wood drew the board's attention to Ms. Jackie Prater's Vital Statistics report. In April, 56 death certificates were made and 15 new death certificates were filed. In addition, 162 certified copies of birth certificates were made, 5 birth verifications for government offices were made and 2 home births were filed.

2.09 Administrative/Financial

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

Ms. Romanko passed out new Purchase Orders for State Fees for the Campgrounds and Pools. The budget amounts had been previously approved but the Purchase Orders were not completed until the exact amounts were verified.

Ms. Romanko requested that the board members approve an additional \$4000.00 for BCMH salaries and \$350.00 for PERS/Medicare expense. She explained that this is not an increase in the overall budget for the Health Department but will be paid from the BCMH Fund Budget instead of the General Fund Budget. Ms. Jamie Hunsicker moved to approve the additional budget amount of \$4000.00 for BCMH salaries and \$350.00 for BCMH PERS/Medicare expense. Mr. Roger Crates seconded the motion. The motion passed with unanimous roll call vote.

Ms. Romanko reported that additional funds are needed in the Accreditation Budget and requested that the board approve \$8,000.00 to be able to pay the CHIP contract. Much discussion about the need for Accreditation followed. Mr. Roger Crates moved to approve the additional budget amount of \$8,000.00 for Accreditation Fees. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote.

Ms. Romanko further reported that the outside auditors are scheduled to be in our office on June 3rd, 4th and 5th for the biannual financial audit.

Ms. Romanko and Ms. Jeryl Kissling stated that in an effort to save money and paper, she will no longer be printing the board meeting agenda for the staff and board members. She will email the packet as usual. If board members want to have a printed report, they will be responsible for printing them.

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

Hardin County Commissioner, Timothy Striker questioned the board about ways that the Health Department could increase the department's revenue. General discussion followed. The board of health members agreed that the costs paid to become Accredited has been largely responsible for the financial condition of the Health Department.

4.0 New Business

Board member, Ms. Jamie Hunsicker reported that she had received a scholarship in the amount of \$200.00 to attend a NALBOH conference in Denver, Colorado. She will be seeking funding from other sources to be able to pay the balance of the fees that are \$578.00 plus the airfare.

Ms. Jeryl Kissling moved to into closed session for the discussion of employee evaluation. Ms. Jamie Hunsicker second the motion. The board went into closed session at 8:46pm. The board came out of closed session at 9:24pm.

Ms. Jamie Hunsicker made a motion to accept Melody Stockdale's 120 day evaluation and grant her a \$1.00 per hour raise. Ms. Angela Aaron seconded the motion. The motion passed with unanimous roll call vote.

5.0 Anniversary/Employee Recognition

Ms. Jeryl Kissling presented gift cards to recognize 2 years of service this month given to Kelsey Ralston and Pamela Romanko.

6.0 Board President

Board President, Mr. Robert Wood informed the Board that Mr. Chase Doll's term had expired on December 31, 2018 and had not been renewed at the annual meeting in March 2018. Per the Ohio Revised Code, the Health Commissioner may appoint a board member when the advisory committee does not. Dr. Kalyan Das appointed Mr. Chase Doll to serve on the Board of Health for a term of seven years ending in 2026. Mr. Chase Doll accepted the appointment.

8.0 Board Education

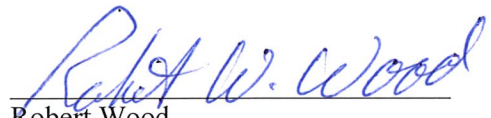
7.0 Adjournment

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 9:26pm. The next meeting is June 25, 2019 at 7:00pm.

ATTEST:



Kalyan Das, MD
Health Commissioner



Robert Wood
Board President