

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, October 22, 2019 in the Kenton-Hardin Health Department Conference Room, Kenton, Ohio. The following board members were present: Mr. Bob Wood, Ms. Angela Aaron, Ms. Jamie Hunsicker, Ms. Jeryl Kissling and Dr. Larry Oates. Employees present: Ms. Cindy Keller, Mr. Shane Lotts, Mr. Derek Dunson, Ms. Jackie Prater, Ms. Kelsey Ralston, Mr. Kevin Risner, Ms. Dionne Staley. Guests present: Township Trustee Mr. Daryl Flowers, Commissioner Mr. Tim Striker, and Kenton Times Reporter Mr. Dan Robinson.

1.0 Convention

1.01 Call to Order

President, Mr. Bob Wood called the meeting to order at 5:00 pm.

1.02 Pledge of Allegiance recited

1.03 Acceptance of Agenda

1.04 Approval of Minutes

A. September 24, 2019

After review of the minutes, Ms. Jeryl Kissling moved to approve the September 24, 2019 minutes with corrections. Corrections being, Dr. Larry Oates was in attendance at the September 24, 2019 meeting. Dr. Larry Oates seconded the motion. The motion passed with a majority roll call vote, Ms. Angela Aaron abstained.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Lotts reported an update on a well permit that was issued in 2017 for Ms. Peggy Creamer at 19422 Township Road 197, Ridgeway. The contractor failed to submit the well log. With the involvement of the Ohio Department of Health, Ms. Creamer's well has been approved after submittal of a well log and a safe water sample taken from this office.

Mr. Lotts stated that the Donna Stinson property located at 1255 W North St., Lot #23, Kenton, had a water shut off notice given, due to a water leak under the trailer has been abated. She has vacated to property before the deadline of October 15, 2019.

Mr. Lotts submitted the fees that were recommended by the District Advisory Council at their October 15, 2019 meeting. Food fees for commercial and non-commercial risk level categories will be increased reflecting the change. Mobile and Temporary fees will remain the same. Vending will increase depending on the consumer price index forecast for 2020. A copy of the cost methodology has been sent to ODA and ODH for review prior to the completion of three readings by the board of health. Dr. Larry Oates motioned to accept the first reading of the Environmental Fees, Ms. Angela Aaron seconded. The motion passed with unanimous roll call vote.

Tammy and Clive Howard's property on 9882 CR 95, Kenton – The Board of Health granted an extension to the deadline of October 22, 2019. They have a large portion of the trash gone and in process of getting the mowing done. They have asked the board of health for a one week extension. Ms. Jamie Hunsicker motioned to give them a one week extension, Ms. Jeryl Kissling seconded the motion. The motion passed with unanimous roll call vote.

Mr. Lotts' written report indicated that he performed 2 site inspections, 4 well permits, 3 twelve-month septic inspections, 1 septic final and 1 pool inspection. He investigated 3 water shutoffs for the Village of Dunkirk. Two of these have been addressed and taken care of. One is outstanding and the order expired on October 11, 2019.

Mr. Dunson gave his report, he performed 27 routine food inspections and reviewed and approved 2 temporary food applications. He also inspected 4 vending locations as well as 3 food trucks for the Little Pumpkin Festival in Kenton. Completed one plan review for No Limit Nutrition in Ada.

5 Animal bite reports this month. (Quarantine/Vaccination Orders sent / stray animal letter) 4 dogs and 1 cat.

He went with Shane to Tammy & Clive Howard's 9882 CR 95, Kenton on October 15 and 22, 2019 as part of the nuisance program.

2.02 Nursing

Nursing Director, Ms. Cindy Keller gave her report, the utilization report numbers: Immunizations & Flu were 568, Lead 16, BCMH 107 families, Help Me Grow 13 families. Included in her report was information on the Hepatitis A Outbreak for the state of Ohio. Just a few flu clinics left and are scheduled in November. Flu shots will still be scheduled in the office during our regular clinics. We still have our regular customers for the flu shot.

The family planning clinic is officially closed and Insync has been notified to discontinue the service. Ms. Shirley Cole contacted Ms. Keller to say how much she enjoyed working at the health department and how much she learned.

All documents have been submitted for Project Dawn as required by the Collaborative ODH Grant to Union County who is the administrator on the grant. We received 20 Narcan kits from the 5 County Collaborative Grant, they are very nice. They have a long expiration date which was hoped for. One requirement that is needed is to have an agreement with a docket court. We do have one with Judge Steven Christopher with Hardin County Family Court to distribute Project Dawn Brochures which will be considered a referral to KHHD Project Dawn Program to help boost distribution of the kits.

All documents have been submitted for Project Dawn as required by the Collaborative ODH Grant to Union County who is the administrator on the grant.

Ms. Keller asked the board to consider moving Ms. Kelsey Ralston to the previous Family Planning exam room. The Hardin County Chamber has a desk and chair that is available for us. A new computer from the Nerd Room was purchased, for her as her laptop will not work. All agreed that it would be a good move.

A motion was made by Ms. Jeryl Kissling to have Dr. Lawrence Kuk to be the back-up Medical Director in the absence of Dr. Das. Ms. Jamie Hunsicker seconded the motion. The motion passed with unanimous roll call vote. It will take effect as soon as it is signed.

Ms. Keller's report was presented, Healthy Lifestyles met in October and will be participating in the Halloween Parade. The planning committee will be resuming meetings to start planning for 2020.

A new order for Cribs for Kids was submitted 10/18/2019. All 10 cribs from our last order have been distributed. We are looking into a Children's Trust Grant that will be awarded up to 8 agencies, with the award being anywhere from \$10,000 to \$50,000. It will provide cribs, pack and plays, car seats, booster seats, strollers, baby gates, baby monitors, bassinets, highchairs, toddler beds, sleep sacks and etc. Applications are due by the end of October. This would allow us to expand services we already provide.

ONU Pharmacy students are providing nutrition education at Ada Elementary during lunch period on Wednesdays. Three are 3 students providing this service and have been there since October 2, 2019 and is going well.

The Health Department is continuing to use Facebook and the website to promote information and Mr. Kevin Risner is doing a monthly article in the Kenton Times.

2.03 Public Relations / PIO

Ms. Kelsey Ralston reported that she has given 6 car seats since the last board meeting. Ms. Ralston went to an event at WIC and gave out 31 seats. More dates will be scheduled as seats are available and are hoping more seats will be available soon. They are very accommodating, as an office was provided to store seats and a space to educate the parents.

She was able to participate at the LEPC full scale exercise as the acting PIO on October 12th. It was a very positive experience and she hopes to be able to participate more in the future and gain more experience and exposure within the county.

Ms. Ralston stated that she will start looking into a Project Management Program that is Excel based. There will be functional sheets in the near future for both programs and agency.

2.04 Emergency Preparedness

Coordinator, Mr. Kevin Risner presented his written report. Mr. Risner has been working with the Kenton High School Wildcat Connector intern Chaselyn Baier two afternoons a week. She has chosen to complete a capstone project focused on Vaping. This is an area in which the health department can benefit by gaining new knowledge and information from her project. He has also been a guest speaker for two KHS classes for the Wildcat Connector program lead by Mrs. Christina Cross and spoke to the class about Soft Skills.

He along with other staff members participated in training of MAC time studies on October 9, 2019 and also an annual education day on October 14, 2019.

Mr. Risner also participated in the Union County Health District drive-thru flu shot clinic at the Union County Fairgrounds. This provided an opportunity to learn valuable experience about conducting a larger scale flu shot clinic. He announced that KHHD will be participating in a Regional Tabletop Exercise on December 11, 2019, which focuses on Pandemic Flu and will invite community partners to participate.

The Hardin County Sheriff's Office and Kenton Police Department have received naloxone from KHHD for first responders to carry.

Violence and Injury Prevention have continued to participate in a state-wide policy committee which is currently gathering information and preparing a white paper to promote a statewide policy for high schools and college campuses to maintain naloxone at strategic locations.

The Board of Health interviewed 3 candidates to fill the part-time program coordinator position for the Drug Overdose Prevention grant. Discussion followed and was tabled until closed session.

Hardin County Healthcare Coalition preparing for next meeting which will discuss planning for a "Power Outage" drill/exercise to be conducted during November or December. Regional Advisory Board meeting was October 22, 2019.

2.06 Health Commissioner

The Communicable Disease Report for September 2019 was given by Nursing Director Ms. Cindy Keller in the absence of Dr. Das.

2.07 Accreditation

We had 27 documents to revise and they are all finished except for one. We need to have one signed copy from a board member's orientation packet. It will be taken care of. The CHIP meeting was today, October 22, 2019. The discussion was very informative and appreciated everyone that was in attendance.

2.08 Vital Statistics

Registrar, Ms. Jackie Prater presented her written report on Vital Statistics. In September, 53 certified death certificates were issued, 15 Death certificates were filed. In addition, 129 certified copies of birth certificates were issued, 22 birth verifications for government offices were made and 2 home births was filed.

2.09 Administrative/Financial

Ms. Dionne Staley gave her report for September 2019. Additional appropriations to Vital Statistics and Purchase orders for Help Me Grow, General, and Vital Statistics were presented.

Liberty National Bank will need to have someone certify the ending balance in the KHHD account at the end of each month. It has been decided that It would be either Ms. Staley or Nursing Director Ms. Cindy Keller. They both have to be on the bank account for this to happen. A motion was made by Ms. Jeryl Kissling to have Ms. Staley and Ms. Keller be signers for the Liberty National Bank account. A second was made by Ms. Angela Aaron. The motion passed with unanimous roll call vote.

A motion was made by Ms. Jamie Hunsicker to have Ms. Dionne Staley be the speaker for the KHHD Credit Card with Liberty National Bank, it was seconded by Ms. Angela Aaron. The motion passed with unanimous roll call vote.

3.0 Old Business

None

4.0 New Business

None

5.0 Anniversary/Employee Recognition

Ms. Jeryl Kissling presented a gift card and Thank you card signed by all Board Members, to recognize Ms. Tracie Marshall for her 1 year of service to the Health Department.

6.0 Board President

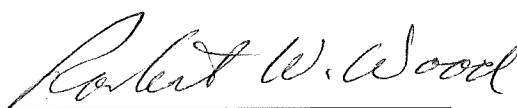
Ms. Jamie Hunsicker motioned to go into closed session for the discussion of personnel, Ms. Angela Aron second the motion. The board went into closed session at 5:55 pm. The motion was made by Ms. Jamie Hunsicker to come out of closed session and Second by Ms. Jeryl Kissling at 6:24 pm. The motion passed with a unanimous roll call. The motion was made by Ms. Angela Aaron and second by Ms. Jamie Hunsicker to offer a contract for the Drug Overdose Prevention grant program coordinator to Mr. Mark Bishop, not to exceed 48 hours in a pay period at \$17.00 per hour.

7.0 Adjournment

As there was no further business, Dr. Larry Oates made the motion to adjourn the meeting. Ms. Angela Aaron seconded the motion. The meeting was adjourned at 6:27 p.m. The next meeting is November 26, 2019 at 5:00pm.

ATTEST:


Kalyan Das, MD
Health Commissioner


Robert Wood
Board President