

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, November 26, 2019 in the Kenton-Hardin Health Department Conference Room, Kenton, Ohio. The following board members were present: Mr. Bob Wood, Ms. Jamie Hunsicker, Dr. Larry Oates, and Mr. Chase Doll. Employees present: Dr. Kalyan Das, Ms. Cindy Keller, Mr. Derek Dunson, Ms. Jackie Prater, Ms. Kelsey Ralston, Mr. Kevin Risner, Ms. Dionne Staley, and Mr. Mark Bishop. Guests present: Township Trustee Mr. Daryl Flowers 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. October 22, 2019

After review of the minutes, Ms. Jamie Hunsicker made the motion to approve the October 22, 2019 minutes. Dr. Larry Oates seconded the motion. The motion passed with a majority roll call vote,

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Derek Dunson gave Mr. Shane Lotts report in his absence. Mr. Dunson reported that Mr. Lotts performed 3 site inspections, 5 septic finals, and 2 well permits.

Mr. Lotts had submitted the fees that were recommended by the District Advisory Council at their October 15, 2019 meeting last month. 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. There will be an informational meeting on December 5, 2019 at 12:30pm. A notice was sent to all food vendors regarding this meeting. Ms. Jamie Hunsicker motioned to accept the second reading of the environmental fees, Ms. Jamie Hunsicker seconded. The motion passed with unanimous roll call vote.

The Board of Health granted an extension of one week to Tammy and Clive Howard at 9882 CR 95, Kenton, to the deadline of October 22, 2019. Mr. Lotts along with Mr. Dunson visited the property on October 29, 2019 and November 19, 2019. It was determined that 95% of the trash accumulated on the property had been removed the remaining items will be either removed or stacked and covered. High weeds remained. The untagged vehicles will not be addressed and will become the responsibility of the Township Trustees. Property abated as of 11/19/2019.

A water shut-off letter was given to Candie Littleton, 1255 W. North St, Lot #11, Kenton and was given until December 7, 2019 to pay the water bill or risk condemnation at the December meeting.

A letter was sent to Chad VanVoorhis regarding a rental property at 290 E. Patterson St., Dunkirk, a mold and mushroom issue with upstairs bathroom. Gave until December 19, 2019 to either fix or submit a plan of remediation. Owner has stated that the tenant has been ordered to vacate by the court by December 1, 2019 and will address this issue after that date.

Mr. Dunson gave his report, he performed 23 routine food inspections and reviewed and approved 1 temporary food application. He also inspected 10 vending locations as well as 2 Micro Markets Completed 2 plan reviews for Dollar General, Dunkirk and Jac & Do's Pizza in Kenton. 4 Pre-licensing inspections for Ralphies, Dollar General, No Limit Nutrition and Jac and Do's Pizza.

3 Animal bite reports this month. (Quarantine/Vaccination Orders sent / stray animal letter).

Mr. Dunson went with Mr. Lotts to Tammy & Clive Howard's 9882 CR 95, Kenton on October 29 and November 19, 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 172, Flu Private doses 613 and 34 VFC doses, total of 647 for the season, lead tests 31, BCMH 107 families, Help Me Grow 13 families. Included in her report was information on the Hepatitis A Outbreak for the state of Ohio.

Healthy Lifestyles met on November 20. There was a follow up report on the Halloween Parade, due to a change on the date of the parade many of our members who volunteered to help could not make it. There were 8 volunteers total which included 2 KHHD staff, HLC members and family members. 600 apple slices were distributed. Mr. Mark Bishop was introduced to the membership as the new PDO Coordinator. End of the year celebration meeting will be on December 18, 2019.

Cribs have been received for Cribs for Kids and 1 crib has been distributed.

Help Me Grow – I Attended a webinar regarding updates on changes due to the increased funds put into the Home Visiting Program by Governor DeWine. For Clarification, Home Visiting programs means the many different programs and not just HMG Home visiting. The changes that will affect us is eliminating incentive payment due to difficulty in tracking (determining the amount each program should receive), the 15 minute unit cost (what we bill for) for licensed staff (RN, Social Worker) is being raised from current \$13.50 to a little over \$19.00 per 15 minute units. They are also working on making changes to make it less of a financial burden on agencies to train new staff and for new agencies with startup cost. This is all good news. However, currently for us, due to lack of staff we are struggling to provide even the basic services for this program. We are currently trying to achieve Quality Endorsement and cannot ask for another extension. We used the 1 year extension when we were working on Accreditation for KHHD. Currently I am the staff. Ms. Tracie Marshall RN will be going to training in January 2020.

Nursing Staff – I have met with Darlene Ellis LPN and feel that she would meet KHHD needs as this time and am asking the board of health to meet to interview and hire her for immunizations and clinics. Per ORC LPN responsibilities or scope of practice, she should be able to do the outreach clinics with no RN on site. She would also do Disease Reporting and help with follow up information collection, for HMG she could take on the responsibility of being the monthly Parent Connector planner and facilitator of those events. A portion of her salary would come out of HMG. If this does not work out, I will request to post the job again.

The contract with Lifeworks is in your packet to review and approve. It is for hearing and vision screens. Nurses, Tracie Marshall and Melissa Humble will help with this and I believe they are still working on scheduling the day. The contract is signed by everyone involved and now needs a motion to approve. A motion was made to accept the contract by Dr. Larry Oates and seconded by Ms. Jamie Hunsicker. The motion passed with unanimous roll call vote.

Dr. Lawrence Kuk has signed the contract for Backup Medical Director, so that contract is fully implemented and a copy has been sent to Dr. Kuk for his files.

On behalf of the employees of the Kenton Hardin Health Department, Ms. Keller stated that the Commissioners are giving the county the afternoon off on December 24, 2019. Ms. Keller requested that the Board grant the Health Department employees the morning off on that day as well. Ms. Jamie Hunsicker moved that the Board of Health

grant Monday, December 24th, 2019 as a day off for the Health Department employees. Dr. Oates seconded the motion. The motion passed with unanimous roll call vote.

Also, on behalf of the employees Ms. Keller asked the board to make a motion to buy pizza for the annual Christmas party and quarterly staff meeting. Motion was made by Mr. Chase Doll and seconded by Ms. Jamie Hunsicker. The motion passed with unanimous roll call vote.

Included in her report was information on the Hepatitis A Outbreak for the state of Ohio. There are 3388 total cases in Ohio with only 2 cases being reported in Hardin County.

The current ONU Pharmacy outreach students will be finished in early December with the nutrition education at Ada Elementary School during lunch on Wednesdays. The next semester group will begin in January.

Project Dawn promotion of the mail order link has begun. The ONU students have made use of the mail order and that they have filled 6 orders.

2.03 Public Relations / PIO

Ms. Kelsey Ralston reported that she received a shipment of seats on November 19, 2019 and has given 5 car seats since the last board meeting.

Work continues on the website to keep it up to date. This includes getting board member photos on the website.

Ms. Ralston stated that she has started working with our Project Management Program that is Excel based. There will be planning work with each department as they will have goals for the system.

Facebook continues to be the method of getting most of our messaging out. Messaging will be coming for the Help Me Grow program as well as trying to make daily informational posts with a theme of the day.

Ms. Ralston commented that she participated briefly with an exercise on November 19, 2019 (power outage) and she has started working on some infographics for that kind of situation.

2.04 Emergency Preparedness

Coordinator, Mr. Kevin Risner presented his written report. Mr. Risner continues to work 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. She has finished a survey of Kenton High School students on the subject of vaping and will be developing a report as part of her program. The health department will benefit by gaining knowledge from her project.

Mr. Risner 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.

He has been working on creating a Standard Operating Procedures document for cold chain management of vaccines as a PHEP grant deliverable.

The Kenton Police Department have received naloxone kits from KHHD for first responders to carry.

Mr. Mark Bishop has joined the KHHD office to serve as the Drug Overdose Prevention Program Coordinator. Mr. Risner has been working with Mr. Bishop to share information about the position and orient him to the task. Mr. Risner participated with Mr. Bishop in a statewide quarterly Ohio Injury Prevention Partnership meeting in Dublin.

Mr. Risner chaired a Hardin County Healthcare coalition meeting to discuss final planning for a Winter Storm Power Outage Exercise. KHHD staff served as lead controller for the 2 hour Winter Storm Exercise on Tuesday, November 19, 2019. This is finished and was very successful.

2.05 Drug Overdose Prevention

Mr. Mark Bishop was introduced to the Health Board as the Drug Overdose Prevention Program Coordinator and gave his report. He stated that it has been an enjoyable first few weeks being around people who have a desire to make a positive impact in our community.

He also met with the Substance Abuse Committee and sent out an introduction email to all on the Committee with an invitation to anyone that would want to be involved with the community Thanksgiving Dinner for the Lifeworks Community School.

Mr. Bishop went to Dublin for the Annual PDO Grant meeting. He also met with Esther Benetar and others about the deliverables for tier 1, 2 and 3 with dates due.

He attended several internal meetings and was involved with numerous phone conference calls which involved several county health departments in the state of Ohio.

Mr. Bishop had meetings with people in Hardin County Family Court and spoke to them about Project Dawn. Gave out eight Project Dawn Brochures.

2.06 Health Commissioner

The Communicable Disease Report for October 2019 was given by Dr. Kalyan Das. Answered any questions that the Health Board had about the report.

2.07 Accreditation

Ms. Cindy Keller reported that an e-PHAB site team has been assigned and will take 12 weeks to review the documents and send any questions or document request. Once a request has been sent, we will have 30 days to respond. My estimation would be that we should expect a late spring site visit date.

Ms. Keller stated that the final CHIP meeting was held on November 19, 2019. Emily Golias, with the Hospital Council of NW Ohio, prepared a draft document with strategies for those present to review and select. Some key agencies did not have representation so there will be discussion with them as to capacity to do any of the strategies that would be their lead.

Strategic Plan Review: Nothing at this time.

2.08 Vital Statistics

Registrar, Ms. Jackie Prater presented her written report on Vital Statistics. In October, 77 certified death certificates were issued, 24 Death certificates were filed. In addition, 110 certified copies of birth certificates were issued, 14 birth verifications for government offices were made and 3 home births were filed.

2.09 Administrative/Financial

Ms. Dionne Staley gave her report for October 2019. Additional appropriation adjustments were made, \$9,000 to General Supplies, \$1800 to contracted services, \$2,000 to other Grant Expenses, totaling \$12,800. Purchase orders were presented for the Board's approval for other Grant Expenses for \$1,000, General Other Expenses for \$1,000, Help Me Grow \$900, Sewage Travel \$200, Food Service Travel \$150, Private Water Travel \$200, Fiscal Officer contract \$1,800. Ms. Staley is working on getting Quickbooks updated by January 2020. An Unemployment declaration for Diana Aghdam was presented to the board. An appeal was submitted by Board President, Robert Wood on behalf of KHHD in November and has been denied. The total of \$2054 will be paid by KHHD.

3.0 Old Business

None

4.0 New Business

None

5.0 Anniversary/Employee Recognition

None

6.0 Board President

Ms. Jamie Hunsicker motioned to Move the December Meeting to December 17, 2019. Dr. Oates Seconded. The motion passed with a unanimous roll call vote.

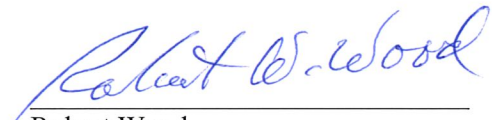
7.0 Adjournment

As there was no further business, Dr. Larry Oates made the motion to adjourn the meeting. Ms. Jamie Hunsicker seconded the motion. The meeting was adjourned at 5:48 pm. The next meeting is December 17, 2019 at 5:00 pm.

ATTEST:



Kalyan Das, MD
Health Commissioner



Robert Wood
Board President

