

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, April 28, 2020 at the Emergency Operation Center, Kenton, Ohio. The following board members were present by Web Ex: Mr. Chase Doll, Ms. Angela Aaron, Ms. Jeryl Kissling, Mr. Roger Crates, Ms. Jamie Hunsicker, Mr. Roger Crates, Dr. Larry Oates and Mr. Robert Wood. Employees present: Ms. Cindy Keller, Mr. Kevin Risner, Mr. Mark Bishop, Mr. Shane Lotts, Ms. Kelsey Ralston, and Ms. Dionne Staley, and Ms. Jackie Prater, by Web Ex; Dr. Kalyan Das. Guests present by Web Ex: Township Trustee Mr. Daryl Flowers and Kenton Times Reporter Mr. Dan Robinson and Hardin County Commissioner, Mr. Timothy Striker.

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

After review of the minutes, Ms. Jeryl Kissling made the motion to approve the March 24, 2020 minutes. Mr. Roger Crates seconded the motion. The motion passed with a majority roll call vote,

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Shane Lotts reported that he performed 2 well permit inspections, 3 Site Inspections and 1-12month inspection.

A resolution and Ohio EPA 2020 contract for Household Sewage for funds to repair and replacement of home sewage treatment systems has been signed and sent to OEPA for their signatures and approval. With OEPA members working from home, the documents will be completed on their end when all parties are able and available.

Mr. Lotts reported that there have been reports of 2 RV's at the Hardin County Fairgrounds, they have been there since December 2019. These are electricians working on the Wind Turbines in the county.

Mr. Lotts inspected the property at 214 W. Franklin, Kenton (Varsity Club). It was reported that the wall was falling in. A report was submitted to the Safety Service Director.

Mr. Lotts and Mr. Dunson both spent a lot of their time working on COVID 19 response. This has included numerous phone calls, emails, and onsite investigations regarding essential and non-essential businesses per Governor and ODH director's orders.

Mr. Lotts gave Sanitarian Derek Dunson's report in his absence. Mr. Derek Dunson reported that he performed 24 routine food inspections. 2 Well permit inspections and 2 water samples completed

A letter was sent out to farm/farmers market locations (that ODA had record of) of how to operate under specific criteria through this COVID 19 period.

3 Animal bite reports that required quarantine/vaccination orders/stray letter. 2 Dog bites and 1 raccoon which the head was sent into the ODH lab to test for rabies and it tested negative.

2.02 Nursing

Director, Ms. Cindy Keller gave her report stating that there have been 5 cribs given through March and April, they were porch drop offs. Education is provided via a DVD that is included. This is the current approved distribution method through ODH and Cribs for Kids.

Help Me Grow program, Quality Endorsement Self Study was completed and submitted Friday, April 17, 2020 and was approved on the 22nd. The program did release COVID-19 response money to help support families receiving services. Hardin County based on number of families being serviced was given \$900.00 to be used for our current families for assistance with things such as diapers, wipes, formula, baby food or gas cards for Dr. Appointments. We have been sent 3 additional families to service.

ODH Home Visiting sent a request for an implementation plan on supporting families through COVID-19. The plan was completed, submitted, along with an invoice for \$5,000.00 for the completed plan and was approved. We should be receiving the funds soon.

Rebecca Terry, nursing professor from University of Findlay Nursing is continuing to work with us through her Doctorate. On Tuesdays she is helping with phone calls and contact monitoring.

CHIP (Community Health Improvement Plan) 2017-2020 is being prepared. An email was sent out for final activities. The new CHIP will replace the old one on May 1, 2020.

Ms. Keller stated that most of her time has been spent with COVID-19. There has been discussion with Mr. Jake Burgbacher, Hardin County EMA Director and Sheriff Keith Everhart about cutting back hours at the EOC (Emergency Operations Center) at the Sheriff's Office and transitioning back to the Health Department.

Ms. Keller and Mr. Lotts along with other health departments, had a call with Governor DeWine and ODH Director Amy Acton on April 27 to talk about the tiers for contact tracing. This is attached, it includes 3 tiers; Tier 1 is intermittent volunteers, Tier 2 is Funding to support locally hired workers, Tier 3 is Deployable state pool of trained workers to support a surge for hotspots.

MAC Time Study report attached. It states that we are getting \$10, 676.87 for the quarter report from October – December 2019.

At a special meeting, a contract will be presented between KHHD and Ms. Angela Miller of the Hardin County Local Emergency Planning Committee (LEPC) for services as EOC Scribe, this contract will be to compensate for services that will not be covered by other grant funding or Hardin County income sources through June 30, 2020.

Mr. Tim Fox with the Nerd Room will be giving us a proposal on Microsoft 360 to upgrade our email and add to our ability to communicate more effectively with other staff members when needed. Through this event, we have found out that the email program that we have doesn't have enough storage to comply with the Sunshine Law.

2.03 Health Commissioner

Dr. Kalyan Das gave the communicable disease reports from February and March 2020. No questions from the health board members.

2.04 Emergency Preparedness

Mr. Kevin Risner gave his report. He has been at the EOC as part of the response for COVID-19. KHHD is the lead agency in the EOC activities with the overall guidance of the Hardin County EMA Director Mr. Jake Burgbacher providing EOC supervision.

The COVID-19 response has, in part, been guided by plans developed through the PHEP grant program. The Pandemic and All Hazards Community Containment Plan has been referenced as part of the response, as well as the KHHD Emergency Operations Response Plan – Basic Plan, the KHHD Crisis Communication Plan, the Interface Between Kenton-Hardin Health Department and the Hardin County EOC Standard Operating Guide, and the Mass Fatality Response Plan.

KHHD has received notice of two separate COVID-19 grant awards that will provide additional funds to support the KHHD COVID-19 response. The first grant award was for \$27,879, of which Union County Health Department will retain 15% for their services of administering the PHEP grant program. The second grant award notice was for an additional \$13,097, of which UCHD will retain 15%. The total COVID-19 grant award KHHD can anticipate from these two additional funding awards, after the UCHD share is deducted, is \$34,839.60. The funds are being budgeted to cover hours worked by KHHD staff during the COVID-19 response and for one contract of a non-KHHD employee for work continuing at the Hardin County EOC where KHHD is the lead agency.

2.05 Drug Overdose Prevention Grant

Mr. Mark Bishop did not have anything to report.

2.06 Public Relations / PIO

Ms. Kelsey Ralston had the Health Board meeting live on Facebook. Ms. Ralston also set all the board members and invited guests online through Web Ex. She has spent most of her time with public information on COVID-19. She was thanked for all her tireless work at the EOC. She also stated that the car seat program is at a halt and hopes to have a way of getting car seats to families in need soon.

2.07 Accreditation

Everything has been suspended for 90 days.
Strategic Plan review- Nothing at this time.

2.08 Vital Statistics

The vital statistics report for March was presented. 59 Certified death certificates were issued, 21 Death certificates were filed. In addition, 135 certified copies of birth certificates were issued, 6 birth verifications for government offices were made and No home births were filed.

2.09 Administrative/Financial

Ms. Dionne Staley presented her financial report. There was a purchase order for Public Entities Pool of Ohio for \$5,313. A motion was made by Ms. Jamie Hunsicker to approve the purchase order, and second by Mr. Chase Doll. The motion passed with a majority roll call vote,

Appropriation adjustments that need approved and signed as follows; Liability Insurance Increase \$500. Unemployment increase \$7,000. Salaries increase \$300. Health Insurance increase \$100. Septic System Expense \$100,000. Septic System Revenue \$100,000. A motion was made by Ms. Jeryl Kissling and second by Dr. Larry Oates for the appropriations stated. The motion passed with a majority roll call vote.

Ms. Staley requested authority to write the board members names on the Purchase orders and Appropriations

An unemployment claim was received on Melody Stockdale. She was employed with us during the eligibility base period. Kenton-Hardin Health Department will be responsible for 62.0971% which is \$4,182.10 total. If appealing it would need to be turned in by May 1, 2020. Mr. Roger Crates made a motion to appeal the unemployment for Melody Stockdale, Dr. Larry Oates second the motion. The motion passed with a majority roll call vote. It was decided to have President Robert Wood talk to Prosecutor Brad Bailey for further direction.

3.0 Board Continuing Education

None

4.0 Old Business

None

5.0 New Business

Hardin County Commissioner, Mr. Timothy Striker thanked the Kenton Hardin Health Department staff for everything that has been done.

6.0 Anniversary/Employee Recognition

Ms. Jeryl Kissling stated that Public Health Week is the first week of April, so the Health Board purchased pizza for the staff and had it delivered to both locations Health Department and EOC on April 8, 2020. Mr. Shane Lotts was recognized for his years of service to the department with a gift card.

7.0 Board President

President, Mr. Robert Wood thanked Ms. Ralston for getting everyone connected for the meeting.

8.0 Adjournment

As there was no further business, Ms. Jeryl Kissling made the motion to adjourn the meeting. Ms. Jamie Hunsicker second the motion. The meeting was adjourned at 5:41pm. The next meeting will be May 26, 2020 at 5:00 pm.

ATTEST:



Kalyan Das, MD
Health Commissioner



Robert Wood
Board President