

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, July 28, 2020 at the Hardin County Annex, second floor meeting room. The following board members present; Mr. Chase Doll, Ms. Jeryl Kissling, Mr. Roger Crates, Ms. Jamie Hunsicker, and Mr. Robert Wood, Ms. Marty Gray, Dr. Larry Oates. Employees present; Ms. Cindy Keller, Mr. Kevin Risner, Mr. Shane Lotts, Mr. Derek Dunson, Ms. Kelsey Ralston, Ms. Dionne Staley, Ms. Jackie Prater, and Health Commissioner Dr. Kalyan Das. Guests present: Prosecutor Brad Bailey, Commissioner Timothy Striker, Township Trustees Mr. Daryl Flowers and Mr. Dan Beale, Kenton Times reporter Mr. Dan Robinson, Hardin County Fair Board members: Mr. Brad Murphy, Mr. Corey Ledley, Kenton City Mayor, Lynn Jones Webb, Hardin County Sheriff Keith Everhart.

## **1.0 Convention**

### **1.01 Call to Order**

President, Mr. Robert 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 Ms. Jeryl Kissling made the motion to approve the June 23, 2020 minutes. Ms. Marty Gray seconded the motion. The motion passed with a majority roll call vote.

### **1.05 Visitors were presented**

Members of the Hardin County Fair Board were present with Mr. Corey Ledley and Mr. Brad Murphy speaking on their behalf. They stated that they are hoping the health department and fair board can work together to have a safe fair in September. They stated that the intent of this showing at the board meeting was to go over the plan that was submitted. With Governor, Mike DeWine making a new order for the County Fairs to have Jr. Fairs only and this was made just today, July 28, 2020. The Fair Board had worked along with over 200 volunteers to put this current plan together. The Fair Board plans to work to have a new plan in place very soon for the 2020 Jr. Fair for acceptance. Board member Ms. Jeryl Kissling offered to work with them along with Sanitarian Mr. Derek Dunson and Ms. Kelsey Ralston. Prosecutor, Mr. Brad Bailey stated that the Fair Board will be responsible throughout the fair. Mr. Shane Lotts asked what they are going to do about masks? Sheriff Everhart said that it would have to be enforced at all times and only off when sitting down to eat. Mr. Bob Wood stated that if need be, the health board would have a special meeting to approve the new plans.

## **2.0 Committee Reports**

### **2.01 Sanitarian/Environmental**

Mr. Shane Lotts, Environmental Director reported that he performed 5 well permit inspections, 5 Site Inspections and 6 twelve-month sewage system inspections, 4 septic final inspections.

Ohio Department of Health will be doing a Campground and Pool Survey on July 29, 2020.

Mr. Lotts reported on the EPA funded project for sewage replacement at 1028 CR 15, Harrod for Randy & Robin House was approved by EPA on July 16, 2020.

Mr. Lotts and Mr. Dunson have spent most of the time working on COVID 19 response, numerous phone calls, emails, and onsite investigations regarding businesses, schools, campgrounds and pools per Governor DeWine's and ODH director orders.

Sanitarian Mr. Derek Dunson performed 4 mobile food pre-licensing inspections and 1 food pre-licensing inspection. 21 Routine Food Inspections completed. 2 ODA Trainings. 5 Animal bite reports with letters, 2 twelve-month sewage system inspections, 4 Water sample collections, 3 well permit inspections.

Mr. Dunson reported that the nuisance complaint at 9887 CR 95 (Flora Street, Foraker), Kenton has been abated. There was also a nuisance at 630 S. Wayne Street, Kenton which was a water shut off, after inspection and violation letter sent, Ms. Chaffee has 30 days or until August 30 to address the situation or face condemnation.

## **2.02 Nursing**

Director, Ms. Cindy Keller gave her report, stating that there were no cribs given in July.

Help Me Grow has 1 open spot to fill. Our capacity is 15. Have had 4 new referrals, 2 are already getting services, 2 need assigned. Ms. Tracie Marshall is now credentialed as a home visitor.

Healthy Lifestyles did not have a meeting in July. The new treasurer has been added to the checking account and continue to transition to the new officers.

Ms. Keller stated that the clinics are going well and have been opened up on Wednesday afternoons for school age children along with the Thursday clinics. The health department is working with ONU Healthwise and will be doing an immunization clinic on August 11 in Ada.

Had a virtual meeting with ONU, to train staff to do contact tracing. They will be doing testing through Lima Memorial, 3 times in August on incoming students. Students such as band and athletics.

She stated that she has been working with schools on the county school plan. She has met with Kenton City School and Ridgemont School nurses to discuss process and planning. A virtual school nurse meeting will be held at the beginning of August with all the school nurses.

Risk Assessment for the State of Ohio, there has been an increase in Red or level 3 counties. Governor DeWine had a call last Thursday and talked about masks and what counties are seeing as far how people are being infected.

Increase awareness- We continue to use Facebook and the web site to promote information. Kelsey continues to work on promotional opportunities. Most updates are to the current COVID-19 case numbers and guidance information that continually changes. Kelsey and Darlene are working on Facebook parent connectors.

**Accreditation-** PHAB sent an email naming a new site team and completed the Conflict of Interest on the list of potential site visitors. No date yet.

**Strategic plan-** nothing at this time.

Ms. Keller presented a new CQI Project to the health board to develop a Remote Work Plan. We know that as we continue to move on and for the immediate and long-term future and mental health wellbeing of a very much stressed staff that we need to become remotely functional. A charter was presented and approved for this project. We have a deadline date of October 14, 2020 and will be having weekly meetings. Ms. Marty Gray motioned to approve the charter with additions. Ms. Jeryl Kissling second the motion. The motion passed with a majority roll call vote.

A cost estimate has been provided for Microsoft 365. This was mentioned in the May meeting that Tim Fox with the Nerd Room in Kenton was working on this quote presented. This will take care of any questions that would apply to the Sunshine Law and records retention. Our current capacity for email is nearing full capacity. Microsoft 365 will take care of this storage issue. It will also allow for Teams and to have virtual meetings, remote work setting and work with each other from different locations. The Initial cost to switch over will be \$6040. \$2800 Of that is a one-time cost. The Health Department has \$6000 to cover this in the grant monies that ODH released earlier in this COVID 19 event. Discussion regarding other quotes will be researched by Board Member Mr. Chase Doll, if none are less expensive and local, approval will be given for this expense through the Nerd Room. Mr. Chase Doll motioned to approve the Nerd Room quote unless there is another quote is more acceptable. Second by Ms. Marty Gray. The motion passed with a majority roll call vote.

**2.03 Health Commissioner**

Dr. Kalyan Das gave the communicable disease report for June 2020 was given. There were no questions from the health board members.

**2.04 Emergency Preparedness**

The second COVID 19 grant (CT20) award now totals \$108,214. Union County Health Department will not retain a percentage of this grant for Administrative services because language written into the grant preclude any significant amount from being retained by UCHD. The CT20 grant was presented, a motion was made by Ms. Jamie Hunsicker to approve this grant. Seconded by Ms. Marty Gray. The motion passed with a majority roll call vote.

The PHEP program is funded by an annually renewing ODH grant through UCHD. KHHD is a grant sub-recipient for the grant since we do not have a full-time Health Commissioner or Health Administrator. UCHD services as the administrator for the grant on KHHD's behalf and retains a percentage of the grant amount earmarked for KHHD. UCHD and KHHD formalize a contract each fiscal year to establish the relationship and provide legal grounds for UCHD to retain their administrative share of the grant funds. The KHHD portion of funds for the grant are expected to be \$55,612.95. (15%)

A motion was made to accept this contract by Ms. Jamie Hunsicker to approve this grant. Seconded by Ms. Jeryl Kissling. The motion passed with a majority roll call vote.

KHHD contracts with UCHD for Epidemiological services. The total funds for KHHD to pay for these services is \$16,500. The new contract for FY21 has a one-page addendum indicating that a more favorable payment schedule has been negotiated. A more favorable payment schedule will increase the likelihood that KHHD will be able to maintain the PHEP program budget in a positive accounting during the fiscal year (income from PHEP deliverables normally gain far less income during the first two quarters of the fiscal year). Ms. Jamie Hunsicker made the motion to accept this contract for epidemiological services with UCHD. Ms. Jeryl Kissling seconded the motion. The motion passed with a majority roll call vote.

One final deliverable is to be completed by August 31, 2020 for the Drug Overdose Prevention grant. This is to complete the Strategic Plan for drug overdose prevention activities in Hardin County. This deliverable is underway and will give the health department \$14,000.

The Hardin County Healthcare Coalition is funded by a grant to COTS who in then tern contracts with the local health departments within the region. Each health department agrees to fulfill a set list of deliverables for the program. When the deliverables are met, they can then invoice COTS to receive the amount promised by the contract. A Contract for FT21 has been offered to KHHD from COTS for \$7,000.00. A motion to accept this contract from COTS was made by Ms. Jamie Hunsicker. Seconded by Ms. Marty Gray. The motion passed with a majority roll call vote.

**2.06 Public Relations / PIO**

Ms. Kelsey Ralston gave her report on Ohio Buckles Buckeyes Program, You Tube videos are sent out and she received guidance from ODH and should be receiving materials to provide to caregivers on seats to begin distribution. July 29, 2020 has been set as car seat day, she will be using the Commissioner's parking spaces to have the parent meet with her to watch the parent install the seat the parent will fill out paperwork and learn how to install the car seat. She will not be getting into the vehicle.

Ms. Ralston will be working with local healthcare providers on a letter to the community that can come from our medical community on how they can help fight COVID and currently working with providers to agree to be added to the letter.

**2.08 Vital Statistics**

The vital statistics report for June was presented. By Registrar Ms. Jackie Prater, 63 Certified death certificates were issued, 29 Death Certificates were filed. In addition, 114 certified copies of birth certificates were issued, 4 birth verifications for government offices were made and 1 home birth was filed.

**2.09 Administrative/Financial**

Ms. Dionne Staley presented the financial report for June 2020. She also gave a report for 2020 up through the end of June.

Purchase orders need to be approved and signed:

- 1. E003-J02, Private Water State Fees \$500.00
- 2. E005-L06, Swimming Pool Supplies \$25.00
- 3. E002-H06, Trailer Park Supplies \$25.00
- 4. E000-E12, EOC Scribe \$2500.00
- 5. E011-T01, Dental Council-Other \$1,000.00

Ms. Jamie Hunsicker motioned to approve the Purchase orders. Dr. Larry Oates second. The motion passed with a majority roll call vote.

Appropriation Adjustment need approved and signed:

- 1. E000-E12 General: Other \$2,500.00

Mr. Chase Doll motioned to approve the appropriation adjustment. Ms. Jeryl Kissling second. The motion passed with a majority roll call vote.

**3.0 Board Continuing Education**

None

**4.0 Old Business**

Sunshine Laws link to program. It is very good.

**5.0 New Business**

Kenton City Mayor Lynn Jones Webb stated that the water will be shut off in the city to replace the main water line on August 12 and 13, 7pm to 7am both days.

**6.0 Anniversary/Employee Recognition**

Ms. Cindy Keller, Mr. Kevin Risner and Ms. Jackie Prater were recognized for their years of service to the Health Department. Ms. Sarah Wirble sent a letter to Ms. Jeryl Kissling thanking the health department for being so helpful to approve plans for her salon. She said that Mr. Shane Lotts was so helpful, she also sent a letter to the health department.

**7.0 Board President**

Mr. Chase Doll made a motion to go into closed session to discuss personnel at 6:10pm. Dr. Larry Oates second the motion. The motion passed with a majority roll call vote. The board came out of executive session at 6:35pm. Mr. Chase Doll made the motion to accept Dr. Kalyan Das resignation effective August 27, 2020. Dr. Larry Oates second the motion. The motion passed with a majority roll call vote.

**8.0 Adjournment**

As there was no further business, Ms. Jeryl Kissling made the motion to adjourn the meeting. Dr. Larry Oates second the motion. The meeting was adjourned at 6:40pm. The next meeting will be August 25, 2020 at 5:00 pm.

ATTEST:



Kalyan Das, MD  
Health Commissioner



Robert Wood  
Board President