

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, September 22, 2020 at the Hardin County Annex, second floor meeting room. The following board members present; Mr. Chase Doll-virtual, Ms. Jeryl Kissling, Ms. Jamie Hunsicker, Mr. Robert Wood, Ms. Marty Gray, Dr. Larry Oates, and Ms. Angela Aaron, Mr. Roger Crates. Employees present; Ms. Cindy Keller, Mr. Kevin Risner, Mr. Shane Lotts, Ms. Kelsey Ralston, Ms. Dionne Staley, Ms. Jackie Prater. Guests present: Township Trustee Mr. Daryl Flowers, Kenton Times reporter Mr. Tim Thomas Kenton City Mayor Lynn Webb, Prevention Coalition Director Ms. Robin Oates, and Doctorate Student Ms. Rebecca Terry.

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 August 25, 2020 minutes. Ms. Angela Aaron second the motion. The motion passed with a majority roll call vote.

After review Ms. Jeryl Kissling made the motion to approve the September 3, 2020 Special Meeting minutes. Ms. Marty Gray second the motion. Ms. Jamie Hunsicker abstained, she wasn't in attendance at the September meeting. The motion passed with a majority roll call vote.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Shane Lotts, Environmental Director reported that he performed 2 well permit inspections, 7 Site Inspection and 7 twelve-month sewage system inspections, 3 septic final inspections.

Mr. Lotts presented EPA funded project bids for sewage replacement at 4967 CR 80, Alger. The bid was given to Vanderpool LLC, with a bid of \$14,995.00 with a motion made to the lowest bid by Ms. Jamie Hunsicker and second by Ms. Marty Gray. The motion passed with a majority roll call vote.

The Cost Methodology has been completed and it is showing that we are steady in our income and expenditures, there will be no changes in fees for 2021 and Mr. Lotts will reach out to EPA and ODH to see if there is a need to have a District Advisory meeting in October this year to discuss fees. He will let everyone know.

Mr. Lotts and Mr. Dunson have spent time working on COVID 19 response with numerous phone calls, emails, and onsite investigations.

Sanitarian Mr. Derek Dunson completed 13 Routine Food Inspections and 10 mobile food concessions inspections. 3 Animal bite reports (2 dogs & 1 cat) with letters, 1 Bat was sent to ODH for testing and came back negative, 5 Water sample collections.

2.02 Nursing

Ms. Cindy Keller, Nursing Director gave her report for Healthy Lifestyles, Zoom meetings continue. No new updates.

Ms. Keller included clinic numbers of 116 Immunizations, 4 TB tests, 107 BCMH clients, 13 Help Me Grow families. Immunization clinics are going well. The drive thru flu clinic held on September 26, under the Annex

Building went very well with 115 flu shots given. She stated that high dose flue ran out but has been ordered and should be in soon. The next drive thru flu clinic will be held on October 3, 2020.

We continue to have weekly meetings continue with county school superintendents. Also, meetings with school nurses continue. The ONU process is working well. Continue to have LHD ODH calls on Mondays and Wednesdays. Wednesday calls are followed with statewide Health Commissioner, then followed with a Central Region Health Commissioner call and the AOHC call on Fridays. ODH has sent out information to start planning for distribution of COVID vaccine. However, we have no idea what storage is going to be required. She stated that there could be a possibility of using dry ice at an extreme subzero temperature and has to be distributed rather quickly. These planning documents have been developed without any discussion occurring from LHD, many who have Health Commissioners and staff that did mass vaccination distribution for H1N1 and learned many lessons that should be applied to planning, that have not been applied. We will start here with our POD plan and tweak it as needed. Ms. Keller said that she has registered to receive outbreak vaccine. ODH now requires us to do school reporting on number of cases and cumulative cases. We have had 11 districts identified by ODE for Hardin County. 3 of those are Home School programs registered through ODE, 1 is a pre-school of which we do not report on. We will be reporting on 7 schools.

Ms. Keller reported that the Health Department has to submit reports on Long Term Care facilities even though there are no outbreaks at this time at this time.

She said that there is continued use of Facebook and the web site khhd@hardinhealth.org to promote information. Ms. Kelsey Ralston continues to work on promotional opportunities. Most updates are due to the current COVID-19 case numbers and guidance information that continually changes.

Accreditation- There has been notification from PHAB that KHHD will be having a virtual Site visit in February of 2021. The draft site visit agenda was given to the Health Board in the agenda packet.

Strategic plan- Ms. Keller provided the Health Board members with the current Strategic Plan for review. It is time to revise or doing a new Strategic Plan. Part of the project Ms. Rebecca Terry, Doctorate Student, is working on will be used for the new plan and the MAPP planning process. Due to pandemic response we are and will continue to be behind on developing the new Strategic Plan.

Ms. Keller said that they are moving forward with the CQI Project. The Nerd Room is working on the laptops to be purchased and will soon prepare them for remote work.

She also presented Ms. Darlene Ellis' 120-day evaluation at the end of her probation period for review by the health board members. Board member Mr. Roger Crates motioned to increase Ms. Darlene Ellis pay by a \$1.00 raise and Ms. Marty Gray seconded the motion. The motion passed with a majority roll call vote.

She asked about the excessive amount of comp time being paid out. The board wanted to know about using the COVID money for this. Yes, this can be paid out of the monies, Mr. Kevin Risner commented on this and said that there is plenty of money to pay out as it is written in the grant, will need total numbers. Ms. Jeryl Kissling asked if she has talked to the commissioners about the Cares money being used to pay out comp time for COVID use.

At this time, there have been 73 COVID cases in September up to date and that leads to hundreds of contacts.

2.03 Health Commissioner

Ms. Keller presented the communicable disease report. No questions were asked.

2.04 Emergency Preparedness

Mr. Kevin Risner gave his report and he is continuing to work on FY21 PHEP deliverables. Most deliverables this year are related to COVID response activities.

Union County Health Department has submitted a new contract for one of the four COVID response grants. The contract is for the CO21 supplemental grant and is for the amount of \$27,085. There was a motion made to accept this contract by Ms. Jamie Hunsicker to approve the C021 Supplemental grant and second by Ms. Jeryl Kissling. The motion passed with a majority roll call vote.

CT21 Supplemental Grant has had an increase in the amount awarded to KHHD by an additional \$6,866.00 for a total of \$21,706. We do not yet have a contract from UCHD for this supplemental grant award.

He also stated that KHHD is continuing to re-supply Narcan for first responders within Hardin County.

Violence and Injury Prevention-Mr. Risner gave this report stating that the final deliverable has been completed, the final reporting has been completed, the final reporting has been completed, and KHHD has received the final amount of \$15,000.00 and is no longer participating in any grant program for substance abuse prevention, although a Prevention coalition continues to lead activities within the Healthy Lifestyles Coalition. Mr. Risner also suggested that the Board of Health offer a donation of the funds received from the final deliverable to the Healthy Lifestyles Coalition to be used for services and activities by the local Prevention Coalition. Ms. Robin Oates, Prevention Specialist for the Community Foundation, gave information to the board about what activities they have been doing with drug and suicide prevention. Suicide and drug abuse have skyrocketed through this event. Ms. Jeryl Kissling made a motion to give \$1,000.00 to the Healthy Lifestyles Coalition. Ms. Marty Gray seconded the motion. The motion passed with a majority roll call vote. They feel it will be a very positive incentive for the community.

Township trustee Mr. Darrell Flowers asked about the re-imbursement of the EOC for documentation. Mr. Risner said that will go back to the county commissioners and EMA.

2.05 Public Relations / PIO

Nothing to report this month.

2.07 Vital Statistics

The vital statistics report for August was presented by Registrar Ms. Jackie Prater, 62 Certified death certificates were issued, 15 Death Certificates were filed. In addition, 119 certified copies of birth certificates were issued, 5 birth verifications for government offices were made and 2 home births were filed. No questions were asked.

2.08 Administrative/Financial

Ms. Dionne Staley presented the financial report for August 2020 and year to date report.

Purchase order need to be approved and signed:

1. E000-E04 Fiscal Officer Account \$2000.00

Ms. Jamie Hunsicker motioned to approve the purchase order. Ms. Angela Aaron second the motion. The motion passed with a majority roll call vote.

3.0 Board Continuing Education

None

4.0 Old Business

None

5.0 New Business

None

6.0 Anniversary/Employee Recognition

None

7.0 Board President

Mayor Webb thanked Ms. Kelsey Ralston for helping them with Monster-Ade to be held on October 31, 2020. She stated that the city of Kenton has a great contact at the state to help with the COVID money, she can get that number to us if we want.

Ms. Jeryl Kissling made a motion to go into closed session to discuss hiring of personnel at 5:48pm. Ms. Marty Gray second the motion. The motion passed with a majority roll call vote. The board came out of closed session at 6:22pm with a decision to hire and advertise for a part time health commissioner.

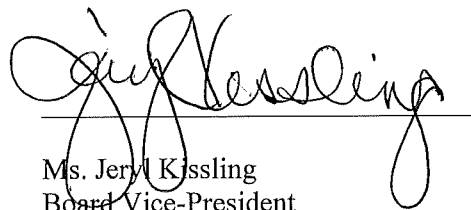
8.0 Adjournment

As there was no further business, Ms. Jeryl Kissling made the motion to adjourn the meeting. Ms. Marty Gray second the motion. The motion passed with a majority roll call vote. The meeting was adjourned at 6:30pm. The next meeting will be October 26, 2020 at 5:00 pm.

ATTEST:

 *Cindy Keller MSN, RN*

Ms. Cindy Keller, MSN, RN
Deputy Health Commissioner


Ms. Jeryl Kissling
Board Vice-President