

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, May 25, 2021. The following board members all present: Ms. Jeryl Kissling, Ms. Jamie Hunsicker, Mr. Robert Wood, Ms. Marty Gray, Ms. Angela Aaron, and Mr. Roger Crates. Employees present: Ms. Cindy Keller, Dr. James Canterbury, Mr. Kevin Risner, Ms. Kelsey Ralston, Ms. Jackie Prater, Mr. Shane Lotts, and Mr. Derek Dunson. Guests present: Kenton Times reporter Mr. Dan Robinson, Township trustee Daryl Flowers, County Commissioner Mr. Fred Rush and Mayor Lynn Webb.

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

1.03 Acceptance of Agenda

1.04 Approval of Minutes

After review Ms. Jamie Hunsicker made the motion to approve the April 27, 2021, minutes. Ms. Jeryl Kissling second the motion. The motion passed with a majority roll call vote.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Shane Lotts, Environmental Director reported in the agenda, that he performed 5 Site Inspections and 4 well permits, 3 campground inspections, 8 – 12-month sewage inspections, 2 sewage system final inspections and one jail inspection. He has spent most of his time working on COVID related activities which included phone calls, emails, onsite investigations and helping with Covid clinics.

908 E. Cooper Street, Kenton. Owner Tammy Warren was issued a 30-day order for water service to be restored by May 1, 2021. It was abated on April 28, 2021.

352 N. Cherry Street, Kenton. Owner Jessica Gibbins was issued a 30-day order for water service to be restored by May 1, 2021. It was abated on April 30, 2021.

300-306 W. Franklin Street, Kenton. Owner Martin & Kathy Guyton was issued a 30-day order for water service to be restored by May 9, 2021. It was abated on May 5, 2021.

246 W. Main Street, Forest (Patterson). Owner Tonya Murray, Mr. Lotts found that sewage was surfacing on the neighbor's property. The sewage line from the house septic tank is crossing the neighbor's property. Vanderpool Excavating has located all the septic system components that show this is Ms. Murray's issue. Vanderpool Excavating has taken sample to Alloway Labs for analysis per Ohio Revised Code. Ms. Murray does not have enough property area to consider a replacement tank and leach field. It is found that the neighbor will not allow Ms. Murray an easement for a possible NPDES (EPA) system. Therefore, the health board is being asked to make a motion to condemn this property until such time a suitable septic system can be installed. There were pictures and a letter for the Health Board to review. Ms. Jamie Hunsicker made a motion to condemn the property at 246 N. Main Street, Forest (Patterson) on June 2, 2021. Ms. Angie Aaron second the motion. The motion passed with a majority roll call vote.

He also gave opinion letters for the township trustees on 2 properties in Taylor Creek Township for the trustees for possible cleanup. 18049 SR 68 and 10365 TR 210, Kenton. Both are owned by Raymond Shafer II.

12511 Barbara Drive, Kenton. Owner is Lynda Zaring was issued a letter regarding no water and electric with people occupying the home on May 17, 2021. Abatement date is June 17, 2021.

Mr. Derek Dunson gave his report: He performed 14 routine food inspections, 1 temporary food application review and licensing inspection. 2 Plan reviews for mobile food concession trailers (Shafer Smoked Meats and Dressy Dog). 1 Mobile Concession Pre-Licensing inspection. Plan Reviews for food facilities (Oak Barrel Pub and Jump 'n Jims). Reviewed partial plans for 3 food facilities. 4 Phone plan review consultations for interest in mobile food licensing questions. Mr. Dunson also attended an on-line training through the Ohio Department of Agriculture Food Safety Division on food jurisdictions. He performed an on-site consultation evaluation inspection for the purpose of remodel for a new license (John and Toni's-Ada).

Mr. Dunson collected 8 water samples for bacteria testing. Completed one private water permit for replacement.

1 Cat and 4 dog bites were reported. 1 Cat and 1 dog was tested for rabies and tested negative.

Mr. Dunson and Mr. Lotts performed a temporary campground inspection at the Hardin County Fairgrounds for the Scooter Club.

2.02 Nursing

Director of Nursing Ms. Melissa Humble reported that the Health Department is seeing a decrease on Thursday immunization clinics. She hopes to see an increase over the summer for back-to-school vaccines. The outreach clinics will begin again this July in Ada, with hopes to begin Forest and Dunkirk later in the summer. June 1, 2021, Healthwise from Ohio Northern University will be coming to our office to administer Covid Pfizer vaccines to anyone age 12 and over. The nurses will be going to Graphic Packaging to administer Covid Vaccines.

Ms. Humble stated that she has completed her Help Me Grow Supervisor Training.

2.03 Health Commissioner

Health Commissioner, Ms. Cindy Keller stated that demand for the Covid vaccine has drastically fallen. There has been a sign put outside every Wednesday to let the public know that the Covid vaccine is being given by appointment or walk in. County cases are down as well. A survey was done with 4 questions on it. Ms. Kelsey Ralston will be giving those results in her report. The results were as expected.

House Bill 22 goes into effect at the end of June. There are no real updates from the State on exactly what that will be looking like for Health Departments. She stated that from earlier information that there probably will be a lot of consulting with legal on issues we knew how to handle before.

An MOU for an UTV vehicle was presented to the Health Board, it is between the Kenton Hardin Health Department and Dunson Farms and their representative Derek Dunson. A motion was made to approve the MOU for the UTV by Ms. Marty Gray and second by Ms. Angela Aaron. The motion passed with a majority roll call vote.

Ms. Keller also reported that there was a revision to the Remote Work Plan. Added was the monitoring would be the work log and review of the VPN Connect report that will be supplied to us by our IT person, Tim Fox with The Nerd Room. The staff has also been informed in a meeting.

A Staff Motivation Day is being planned. Across the state Boards of Health are encouraging and supporting this as a motivation celebration. Most are including those partners and volunteers who helped during Covid as a thank you from the BOH and staff. This is a staff appreciation activity and a celebration for the staff for the hard work and long hours given. It will be done out of the office on June 25, 2021. The Health Department would like to close that day and for the BOH to provide food also. A motion was made by Ms. Angie Aaron to allow the Health Department to close and the BOH to provide food for Staff Motivation Day on June 25, 2021. Ms. Marty Gray second the motion. The motion passed with a majority roll call vote.

Accreditation

Resubmission papers will be uploaded and submitted by May 30, 2021.

Strategic plan

She also stated that there was discussion at the Administration meeting to develop a BOH Team that would include those 3 members of the Admin Team and one additional BOH member. This will be the team that does the work that will then come to the full BOH for discussion and changes as needed on each priority. The process will get started in June and have a timeline for completion.

2.04 Deputy Health Commissioner

Dr. James Canterbury reported that he has completed the required Sunshine Law course provided by the Attorney General.

He is also completing a Process Improvement tool that will be needed in the future for accreditation.

In addition, he has coordinated a program through Enfamil Mead-Johnson to provide families with a complimentary bag/formula for infants and coupons for additional infant formula.

He will be traveling the county to familiarize myself with the county and stop in at Mayor's offices in hopes of attending their council meetings.

Dr. Canterbury and Mr. Kevin Risner identified properties at various locations to determine future storage needs and facilitate inventory control.

2.05 Emergency Preparedness

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

COVID vaccination clinics at the Hardin County Fairgrounds have concluded. Some clinic equipment and supplies remain stored at the Fairgrounds.

KHHD has decided not to pursue management of the Rides to Community Immunity grant program sponsored by ODOT. We believe the program is outside the scope of our health department mission and that more appropriate management can be provided by Hardin County Council on Aging.

There is a request/need for a third bullet resistant transaction window in the KHHD front office. The cost for the new window is estimated to be between \$1,400 and \$2,000. We approached Root Lumber about supplying the window and they provided a contact with a glass company in Findlay. At the most recent contact with the Findlay company, they were attempting to contact a national supplier to determine if they can obtain a transaction window.

2.06 Public Relations / PIO

Ms. Kelsey Ralston stated that Ohio Buckles Buckeyes program for car seats will be starting back up now that accreditation is almost completed. She has an appointment set for June 1st currently.

As of Thursday May 20, 2021, there are 12 areas left to review and resubmit. Ms. Keller and Ms. Ralston feel they have done their best and worked hard to improve from the original submission. The official date to submit is May 30th. It is our hope to finish this week and have all the documents reuploaded by Thursday so there is plenty of time to ensure everything gets submitted within the timeframe. This has been an exhausting project and I know we will both be glad to move on to the next step of the site visits.

Ms. Ralston stated there are trainings planned for June. Including some PIO trainings, a clear impact training that Ohio Department of Health is covering the cost of the \$5,000.00 training it will help with the development of our Community Health Assessment, Community Health Improvement Plan, and Strategic Planning in helping to learn what information to focus on. Ms. Keller, Dr. Canterbury, and Ms. Ralston are also signed up for a Public Health Improvement Training which focuses on many different areas of Public Health and hopefully will also improve our knowledge for those areas, mainly PHAB, Performance Management, and strategic planning.

Ms. Ralston presented a Computer Privacy and Security Policy to the BOH members for review and motion. There was some discussion on revisions regarding where it says The Nerd Room, it should be IT and remote access to be only for KHHD employees recreational use should read health department business. A motion was made by Ms. Jamie Hunsicker to accept the policy with revisions and second by Ms. Jeryl Kissling. The motion passed with a majority roll call vote.

She also had the results of the Facebook Survey conducted. There were 4 questions answered. 1. Do you plan to receive the Covid vaccine? 75% roughly will not be receiving a vaccine. 2. Do you feel you have adequate information to make an informed decision? 100% Believe they have adequate information to make the decision. 3. If you plan on receiving a vaccine, which vaccine would you prefer to get? Majority said they would like Pfizer or Moderna. 4. What choice describes your reason if you are not planning to receive a vaccine? 75% say they will not get it due to mistrust or do not receive vaccines.

2.07 Vital Statistics

The vital statistics report for April 2021 was given to the board by Registrar, Ms. Jackie Prater, 84 Certified death were certificates issued, 23 Death Certificates were filed. In addition, 124 certified copies of birth certificates were issued, 9 birth verifications for government offices were made and 1 home birth was filed.

2.08 Administrative/Financial

Ms. Dionne Staley gave the Financial Report for April 2021

Purchase Orders need Approved and Signed:

21-0503 General Other \$10,270.61

21-0063 Campgrounds-State Fees \$110.00

A motion to approve the purchase order was made by Ms. Jamie Hunsicker and second by Ms. Jeryl Kissling.

The motion passed with a majority roll call vote.

Appropriations need approved:

E002-H02 Campgrounds- State Fees \$110.00

E000-E12 General-Other \$10,270.61

A motion to approve the appropriation was made by Ms. Jamie Hunsicker and second by Ms. Jeryl Kissling.

The motion passed with a majority roll call vote.

3.0 Board Continuing Education

4.0 Old Business

None

5.0 New Business

County Commissioner, Mr. Fred Rush gave a report on the New HVAC system and internet wiring for the courthouse. He also stated that the Wind Initiative is complete and discussed all the different Phases of the solar activity. He also stated that the American Rescue Plan will be approximately \$6 million, the county will be able to access ½ this year and ½ next year.

Mayor Lynn Webb stated that at the last reading of the Waste-Water Treatment plant, the numbers were down exponentially. There will be the final meeting for the downtown revitalization on May 27 at Vets Hall in the Courthouse.

6.0 Anniversary/Employee Recognition

PIO/PR Ms. Kelsey Ralston was recognized for her years of service to the Health Department.

7.0 Board President

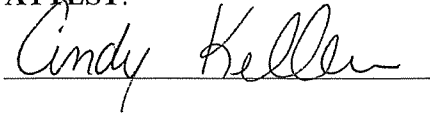
President, Mr. Robert Wood asked if there was a motion to go into closed session? Ms. Marty Gray made the motion to go into closed session at 6:12 pm to discuss personnel and Ms. Angie Aaron second to motion. The motion passed with a majority roll call vote.

The Board came out of closed session at 6:40 pm. With no action taken.

8.0 Adjournment

As there was no further business, Ms. Jeryl Kissling made a 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 6pm. The next meeting will be June 22, 2021, at 5:00 pm.

ATTEST:



Ms. Cindy Keller, MSN, RN
Health Commissioner



Mr. Robert Wood
Board President