

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, November 16, 2021. The following board members were present: Mr. Robert Wood, Ms. Jeryl Kissling, Ms. Marty Gray, Ms. Angela Aaron, Ms. Jamie Hunsicker, Mr. Roger Crates and Mr. Chase Doll. Employees present: Ms. Cindy Keller, Mr. Derek Dunson, Ms. Kelsey Ralston, Ms. Jackie Prater and Ms. Dionne Staley. Guests present: Kenton Times reporter, Mr. Tim Thomas, Township trustee Mr. Daryl Flowers, Kenton City Mayor Ms. Lynn Webb, and Hardin County Commissioner Mr. Fred Rush.

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 a motion to approve the October 26, 2021, minutes. Ms. Angela Aaron second the motion. With Mr. Chase Doll abstaining, he was not in attendance last meeting. The motion passed with a majority roll call vote with Mr. Chase Doll Abstained, he was not in attendance at the October meeting.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Shane Lotts, Environmental Director was not in attendance, his report was given by Registrar, Ms. Jackie Prater. He performed 7 Site Inspections and 2 well permits, 6 – 12-month sewage inspections, 2 sewage system final inspections.

A motion for a 2nd reading on the 2022 Cost Methodology fees was made by Ms. Jamie Hunsicker to accept the environmental fees. Second by Ms. Angela Aaron. The motion passed with a majority roll call vote.

22166 CR 110, Kenton owned by Keith Dorsett was condemned per Board request on November 2, 2021.

ODA (Ohio Department of Health) Survey was completed November 3 and should have results within 60 – 90 days.

A request for an extension for a well permit owned by Peg and Ed Thames at 16606 SR 81, Forest was presented. A motion was made to give a 6-month extension by Mr. Chase Doll. Second by Ms. Jeryl Kissling. The motion passed with a majority roll call vote.

A request was made by Mr. Randy Geiger for approval of a tank only installation for the property located at 10794 CR 14, Dunkirk. The plans are to install the leaching system in the spring as weather permits. A motion was made by Ms. Angela Aaron to allow the installation of the septic tank only now and leaching to follow in the spring when weather permits. Second by Mr. Chase Doll. Mr. Roger Crates abstained; he is the installer. The motion passed with a majority roll call vote.

- 2.01.1** Mr. Derek Dunson reported that he had 3 dog bites. He stated that the Ohio Department of Ag food survey was done and should have a report in 1 – 3 months.

2.02 Nursing

Nursing Director, Ms. Melissa Humbles' report was given by Health Commissioner Ms. Cindy Keller. She stated that the MAC Time Study money for the 4th quarter was \$8,708.

Covid booster and flu vaccines are going well, appointments are made on Tuesday all day and Wednesday afternoons.

2.03 Health Commissioner

Ms. Cindy Keller gave her report. The Covid Vaccine rates are at 37% for Hardin County and 56% for the state of Ohio. She stated that it does not look like there has been any significant increase in the count for the less than 19 age group. It has been sitting at 8-9% with no increase for a long time. Statewide only 20% of this age group has been vaccinated.

She presented information on a new evaluation tool that will be used to implement a merit raise process and Performance Management sheets for each employee. It hits all the points needed to pull in what is required by PHAB. There is a self-evaluation tool that will be used to help each employee develop professional improvement goals that will be tracked on their PM sheets. Ms. Keller said she would be developing a policy on using the tool.

Health Department has achieved accreditation! An official letter will be coming from the PHAB Board. There will be annual reporting which will focus on improvements in the areas outlined in the report. This will be due in October of 2022.

Ms. Keller said she would like to have a motion to run an ad for a part time Accreditation Coordinator position at 20 hours. This would be paid for by the Workforce Enhancement Grant. After discussion, Ms. Jeryl Kissling made a motion to place an ad for a part time Accreditation Coordinator. Second by Mr. Chase Doll. The motion passed with a majority roll call vote.

She also asked on behalf of the staff if the Health Board would allow the staff to have a Catered Christmas / Accreditation appreciation dinner. Ms. Jeryl Kissling motioned to allow the office staff to have a catered Christmas / Accreditation appreciation lunch with the afternoon off, closing the office. Mr. Chase Doll second the motion. The motion passed with a majority roll call vote.

Ms. Jeryl Kissling made a motion to give the Health Department employees December 24, 2021, off. Ms. Angie Aaron second the motion. The motion passed with a majority roll call vote.

Ms. Keller asked if there were any questions about the October Disease Report. No questions asked.

2.04 Emergency Preparedness

No report given

2.05 Public Relations / PIO

Ms. Kelsey Ralston reviewed the accreditation completion and graphs comparing the Kenton Hardin Health Department percentages along with other nationwide statistics for all measures. The health department by Domain & Standard had a 93% with comparative percentages being at 84.9% of 386 health departments, and by Theme, our percentage is 93% and Comparative is 89.5%, population size 54 health departments we did 8 % better. She went over the few things that we need to improve on.

2.06 Vital Statistics

Registrar, Ms. Jackie Prater submitted the vital statistics report for October 2021. 71 Certified death certificates were issued, 21 Death Certificates were filed. In addition, 90 certified copies of birth certificates were issued, 8 birth verifications for government offices were made and 0 home births was filed.

2.07 Administrative/Financial

Ms. Dionne Staley gave the financial reports for October and year to date for 2021.

She is asking the board to move the board meeting next month the December 14, one week earlier due to check distribution for the end of the year. Ms. Jamie Hunsicker made a motion to move the meeting for next month to December 14, 2021. Second by Ms. Angela Aaron. The motion passed with a majority roll call vote.

She let them know that the Pitney Bowes postage machine contract is ending next month. She has checked other quotes and the Health Department will be renewing the contract with Pitney Bowes, they were the lower estimate at \$186.87 each quarter.

3.0 Board Continuing Education

None discussed.

4.0 Old Business

County Commissioner, Mr. Fred Rush said that the county budgets are being done and the rewiring of the Courthouse is almost complete.

5.0 New Business

None

6.0 Anniversary/Employee Recognition

None

7.0 Board President

Ms. Marty Gray made the motion to go into closed session at 5:34 pm to discuss personnel. Ms. Angela Aaron second the motion. The motion passed with a majority roll call vote.

The Board came out of closed session at 6:05pm.

Ms. Marty Gray made a motion to accept Ms. Jackie Prater's retirement as of November 30, 2021. Ms. Jeryl Kissling second the motion. The motion passed with a majority roll call vote.

Ms. Marty Gray made a motion to rehire Ms. Jackie Prater as a part time position as of December 1, 2021. Ms. Angela Aaron second the motion. The motion passed with a majority roll call vote.

Ms. Marty Gray made a motion to offer the position of full time Emergency Response Coordinator to Mr. Sean Beck at an hourly rate of \$18.00. Ms. Jeryl Kissling second the motion. The motion passed with a majority roll call vote.

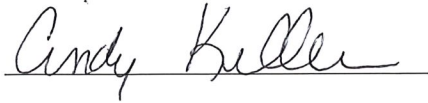
Mr. Marty Gray made a motion to accept the resignation of Health Board Member Ms. Jamie Hunsicker as of November 30, 2021. Ms. Jeryl Kissling second the motion. The motion passed with a majority roll call vote.

Ms. Marty Gray made a motion to hire Ms. Jamie Hunsicker as part time Health Commissioner as of December 1, 2021, with a yearly salary of \$10,000. Ms. Jeryl Kissling second the motion. The motion passed with a majority roll call vote.

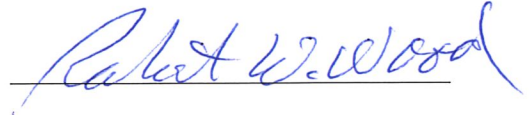
8.0 Adjournment

As there was no further business, Ms. Jeryl Kissling made a motion to adjourn the meeting. Ms. Angela Aaron second the motion. The motion passed with a majority roll call vote. The meeting was adjourned at 6:10pm. The next meeting will be December 14, 2021, at 5:00 pm.

ATTEST:



Ms. Cindy Keller, MSN, RN
Health Commissioner



Mr. Robert Wood
Board President