

The Kenton-Hardin General District Health board met in regular session at 5:00 p.m. on Tuesday, January 25, 2022. The following board members were present: Mr. Robert Wood, Ms. Jeryl Kissling, Ms. Marty Gray, Ms. Angela Aaron, Mr. Roger Crates and Mr. Chase Doll. Employees present: Ms. Jamie Hunsicker, Mr. Shane Lotts, Mr. Derek Dunson, Ms. Jackie Prater, Ms. Dionne Staley, Ms. Kelsey Ralston, Ms. Melissa Humble, and Mr. Sean Beck. Guests present: Kenton Times reporter, Mr. Dan Robinson, Township trustee Mr. Daryl Flowers, and Kenton City Mayor Ms. 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. Jeryl Kissling made a motion to approve the December 14, 2021, minutes. Ms. Angela Aaron second the motion. The motion passed with a majority roll call vote.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Shane Lotts asked for a motion to approve the resolution for the Ohio EPA WPCLF Grant funding for failing sewage systems in Hardin County. This will cover the year of 2022 and will be an amount of \$150,000 to help those that qualify for sewage replacement. Ms. Jeryl Kissling made a motion to accept the 2022001 EH resolution. Ms. Marty Gray second the motion. The motion passed with a majority roll call vote.

He had a request for condemnation of 312 Liberty Street, Ada OH 45810 for no water service. The water has been off since July 2021. This is per request of the Village of Ada and the Ada Police Chief which is the zoning officer for the village. A motion was made by Ms. Jeryl Kissling to condemn 312 Liberty Street, Ada OH 45810 due to no water. Second by Ms. Marty Gray. The motion passed with a majority roll call vote. It will be placard and then the residents will have until January 31, 2022, to vacate the property.

Mr. Lotts stated that ODH has moved our food program from provisional status to approved based on our 5-item action plan. ODA has approved our food program but requested a 3-item action plan that has been submitted for approval.

Water shut off notice given to Mr. Ben Radcliff located at 223 W. Railroad Street, Kenton OH 43326. He has been given until February 5, 2022, to restore water service.

- 2.01.1** Mr. Derek Dunson reported that he performed 30 food inspections, 1 partial food facility plan review at Dunkirk Dairy Dream, 1 30-day inspection at Four Seasons Drive Thru. He attended a training at Reynoldsburg, OH for Ohio Department of Agriculture to go over any proposed food changes. He collected 7 water samples and had 7 animal bite reports.

2.02 Nursing

Nursing Director, Ms. Melissa Humble gave her report. Covid vaccines on Tuesdays have slowed considerably. Help Me Grow has 3 families, 2 that are actively having visits and 1 that has just been referred to the program. Vaccination Clinics are typically slower this time of year and should increase in the spring.

2.03 Health Commissioner

Ms. Jamie Hunsicker presented the 2017 – 2021 Strategic Plan Final Review that was completed by Ms. Cindy Keller in December. A copy was given to the Health Board Members. She stated that the items in green font are marked as completed. Items in yellow have been continued in the next strategic plan, items in red have not been completed and have not been carried over to the next strategic plan.

She also presented the 2022 – 2025 Strategic Plan which has been finalized. Priorities include behavioral health, Public Relations, employee retention and recognition, communication/public relations and fiscal.

Ms. Hunsicker gave a presentation to the Ada Rotary Club during their regular meeting on January 11, 2022. The presentation included COVID updates but focused mainly on the role of the Health Department in the community and programs that are offered.

Hardin County has updated the Personnel Policy and Procedure Manual. Ms. Marty Gray made a motion for a resolution to adopt the 2021 updated County Policy and Procedure Manual. Ms. Angie Aaron second the motion. The motion passed with a majority roll call vote.

The Epidemiology reports for November and December 2021 were reported with no questions.

2.04 Emergency Preparedness

Mr. Sean Beck, the Emergency Response Coordinator gave his report and stated that he has completed the ICS-400 training, (Advanced ICS Command and General Staff-Complex Incidents). He is currently drafting a course to refresh staff on the ICS.

There was conversation regarding the 2024 Eclipse. He asked if they wanted to play a leadership role in this response or just a partner agency? They said that as it gets closer, they will see what Forest has planned.

Mr. Beck reported that there is a new 16-month COVID-19 grant (CN-22) that will need a motion to accept. It is for vaccine operations. We are going to be getting \$53,314 in total. Most of the funds will be going directly to personnel salaries. We also will be able to use the funding for some basic medical and office supplies. We also have funding dedicated to purchasing (3) InSync systems scanners and signing pads for our office to use in processing insurance (2 for the office and 1 to take on the road if needed). Ms. Jeryl Kissling made the motion to accept the CN22 grant. Second by Ms. Marty Gray. The motion passed with a majority roll call vote.

2.05 Public Relations / PIO

Ms. Kelsey Ralston is doing a case -by-case basis with Ohio Buckles Buckeyes. A shipment of car seats came in January. She is planning on reaching out to WIC and working with the regional coordinator to have an event this spring. All locations are having issues distributing seats since programs took time off for the pandemic.

She has signed up for training for accreditation focusing on CQI that will continue to prepare the health department for moving forward with becoming re-accredited.

Ms. Ralston was able to get a base for the new Performance Management sheets and individual sheets will be set up and be personalized and should be user friendly.

2.06 Vital Statistics

Registrar, Ms. Jackie Prater submitted the vital statistics report for 2021. 1030 Certified death certificates were issued, 283 Death Certificates were filed. In addition, 1423 certified copies of birth certificates were issued, 63 birth verifications for government offices were made and 37 home births were filed.

2.07 Administrative/Financial

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

3.0 Board Continuing Education

None discussed.

4.0 Old Business

Kenton City Mayor stated they still have some supplies to give out, masks, sanitizer, wipes and touchless sanitizer stands. The public should get in touch with the city office.

5.0 New Business

Election of Officers were held. Mr. Chase Doll made a motion to keep the same officers, Mr. Robert Wood as President and Ms. Jeryl Kissling as Vice-President. Second by Ms. Marty Gray. The motion passed with a majority roll call vote.

Committee Assignments were done, Ms. Jamie Hunsicker and Dr. Larry Oates are no longer on the Health Board, they were removed from the Administration Committee which meets the 2nd Thursday of each month at 1:30pm. Ms. Angela Aaron is to be placed on the Administration Committee and removed from the Personnel Committee. Committees are as follows, Administration Committee is Mr. Robert Wood and Ms. Angela Aaron, Finance Committee is Mr. Robert Wood, Mr. Chase Doll and Ms. Jeryl Kissling, Personnel Committee is Mr. Robert Wood, Mr. Roger Crates and Ms. Marty Gray.

Mr. Daryl Flowers asked if the Health Board would want to advertise in the new 2-year Township Trustee Roster? A motion was made by Ms. Jeryl Kissling to place an ad in the book and Mr. Roger Crates second the motion. The motion passed with a majority roll call vote.

6.0 Anniversary/Employee Recognition

The Board of Health thanked Ms. Derek Dunson for his service to the Health Department with a gift card.

7.0 Board President

Ms. Marty Gray made the motion to go into closed session at 5:46 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 7:00 pm with the following motions:

Ms. Marty Gray motioned to renew Ms. Dionne Staley's Contract retroactive back to January 1, 2022. Pay increase to start February 1, 2022 and allow her to work from home. Second by Ms. Jeryl Kissling. The motion passed with a majority roll call vote.

Ms. Marty Gray motioned to offer Ms. Katie Flinn a full-time accreditation coordinator position with the Health Department. Ms. Angela Aaron second the motion. The motion passed with a majority roll call vote.

Ms. Jeryl Kissling motioned to adjust the pay of Ms. Darlene Ellis effective February 1, 2022. Second by Mr. Chase Doll. The motion passed with a majority roll call vote.

Mr. Marty Gray motioned to give a 3% one-time lump sum payment based upon employees 2021 income to all health department employees. Ms. Jeryl Kissling second the motion. The motion passed with a majority roll call vote.

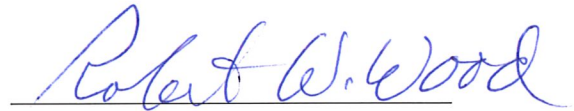
8.0 Adjournment

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 7:05pm. The next meeting will be February 22, 2022, at 5:00 pm.

ATTEST:



Ms. Jamie Hunsicker DNP, RN
Health Commissioner



Mr. Robert Wood
Board President