

The Kenton-Hardin General District Health board met in session at 5:00 p.m. on Tuesday, June 28, 2022. The following board members were present: Ms. Jeryl Kissling, Ms. Marty Gray, Mr. Chase Doll and Mr. Corey Wirbel. Employees present: Mr. Shane Lotts, Mr. Derek Dunson, Ms. Jackie Prater, Ms. Katy Flinn, Ms. Kelsey Ralston, and Ms. Melissa Humble. Guests present: Hardin County Commissioner Mr. Fred Rush, Kenton City Mayor Ms. Lynn Webb, Kenton Times reporter Mr. Tim Thomas and Goshen Township trustee Mr. Daryl Flowers.

1.0 Convention

1.01 Call to Order

Vice-President, Ms. Jeryl Kissling called the meeting to order at 5:00 pm. Ms. Kissling welcomed new board member Mr. Corey Wirbel and each person there introduced themselves.

1.02 Pledge of Allegiance

1.03 Acceptance of Agenda

1.04 Approval of Minutes

After review Ms. Marty Gray made a motion to approve the June 7, 2022, May meeting minutes. Mr. Chase Doll second the motion. Mr. Corey Wirbel abstained. The motion passed with a majority roll call vote.

2.0 Committee Reports

2.01 Sanitarian/Environmental

Mr. Shane Lotts reported that he completed 6 sewage site inspections, 2 sewage final inspections, 6 twelve-month sewage inspections, 3 Well Permits, 1 Campground Inspections, 2 Animal bites, 5 pool inspections and. He has answered numerous calls regarding property transfers and well and septic inspections.

He also stated that he had a letter sent out to installers for an EPA funded system at 11896 Parklane Drive, Kenton. The Bids will be open until August 27, 2022.

The Health Board condemned the property at 12511 Barbara Dr., Kenton on June 30, 2021. The occupants left but returned in early 2022. Mr. Lotts stated that he has been working with the Hardin County Prosecutor's office and the mortgage company on mitigating the situation. He has made visits to the property in early March and on April 19, 2022, along with the Hardin County Sheriff's Office to document the outside conditions and to verify that individuals were still occupying the home. A letter was given to the board members that the Prosecutor's office was given regarding the property. It stated that the property is in violation of a condemnation order by the Kenton-Hardin Health Department from June 22, 2021, executed on June 30, 2021. This property is now bank owned and at this time the individuals are out. **UPDATE:** The home is secured as of May 13, 2022, by the mortgage company. The home is still condemned until electric service is restored to the home. **UPDATE:** June 9, 2022, the condemned signs have been removed as electric issues have been taken care of.

Mr. Lotts has looked at 3 properties for the City of Kenton and gave opinions per their codified nuisance ordinances and 2 properties for the Washington Township Trustees under a search warrant from the Hardin County Prosecutor's office for purposes of cleanup and remediation.

2.01.1 Mr. Derek Dunson reported that he performed 5 food inspections, he reviewed a mobile food plan review and did a pre-licensing inspection for “The Pit” food truck, he also reviewed 2 sets of plans one for Mr. Cheezy’s and one for Buckeye East Coffee Shop. He also reviewed a mobile concession tear down plan for Circle U Waffle Company, Pre-licensing inspection for Joyce’s Homemade Carmel Sauce was also completed. He collected 3 water samples. Mr. Dunson went with Mr. Lotts on inspections for the Kenton City Pool and a temporary campground license at the fairgrounds.

There were also 2 animal bites this month. One bat tested for rabies, negative result.

2.02 Nursing

Nursing Director, Ms. Melissa Humble reported that nurses, Ms. Tracie Marshall and Ms. Darlene Ellis have provided lead education to families at the Ada Library and Kenton Library. Lead grant will be completed by June 30, 2022.

She handed out Narcan 2 kits and provided 2 trainings for Project Dawn.

Help Me Grow Program has added a new family this month, a first-time mother. Darlene has been helping with the visits.

A new Blood Pressure Clinic has been added at the Ada Library. The clinic will be on a trial basis and will be on the first Friday of each month Noon to 2pm.

Alternating Immunization clinics have been added at the Libraries in Mt. Victory and Ridgeway. The clinic will be held the last Monday of each month.

Covid clinics are remaining about the same with usually only 4-5 people come in for a vaccine or Booster dose. The nurses are still sending out letters for some people that need them to return to work or school and still answering any questions from community members that call the health department.

The contract with Public Consulting Group (PCG) which is doing our contract tracing for COVID positive patients runs out on June 30, 2022. We have decided to use the \$18,000 in the Covid Grant money that we will be receiving in July to continue a contract with them so that we do not have to do the contact tracing in the office. We are hoping this amount of money will take us through the rest of the year so that this burden does not fall on the nursing staff.

MAC time study money from October-December 2021 has been received in the amount of \$8,295.65.

Ms. Humble presented a yearly contract for Epidemiology services with Union County. This will be for services for \$17,000 paid through the 2022-2023 PHEP grant. Ms. Marty Gray made a motion to accept the contract for Epi Services. Mr. Chase Doll second the motion. The motion passed with a majority roll call vote.

Contact Tracing still being done. The PCG thru the state has been doing this for us, there is a new contract at the Prosecutor’s office at this time to be reviewed. This will continue until we decide to terminate it and this can be done anytime. Health emergency may end soon.

2.03 Health Commissioner

Ms. Jamie Hunsicker submitted her report. See the attached legal opinion from the Hardin County Prosecutor, Mr. Brad Bailey regarding Legal Opinion for appointment of board of health members. Currently the City of Kenton has 3 appointments and district has 3 appointments, with 2 vacant seats. There is a recommendation for the City and District Advisory Council to meet to amend the contract to reflect accurate number of board members. A physician is needed, plus one member appointed by District Licensing Council. Board members are not required to be residents of Hardin County (contract language may need to be revised- implication of residency requirement which does not align).

There has been a request for staff/position salary review to assure salaries align with classification, years of service, education, etc. To be discussed in closed session.

Ms. Hunsicker has reviewed all the policies. The County Commissioners adopted a resolution to increase mileage to .625 as of July 1, 2022.

Reminder regarding re-imbursement, according to policy (pp 80 Hardin County Policy Manual), tips and delivery charges are not eligible for reimbursement and a sales tax exemption form should be submitted to restaurants when applicable.

Ms. Hunsicker gave a report on the strategic plan as well as what is needed to be worked on in the future and what had been worked on recently. There are 5 priorities that she shared. **#1 is Project Dawn, #2 is Increase Community Awareness, Ms. Katy Flinn has been working on building these strategic partnerships as she plans for the CHA and CHIP. She has reached out to local churches and others in the community who may have not been contacted in the past. #3 is to promote KHHD employee satisfaction, improve communications between KHHD staff and BOH to retain employees. Should a board work team be initiated to develop the criteria for employee of the year and above and beyond certificate? Ms. Kelsey Ralston has highlighted staff within the newsletter and annual report. An orientation was provided to staff with the Employee Assistance Program with NexGen, to review services provided including confidential assessment, counseling, and referrals for health. Board members are to visit the Health Department 2 times per year with intention of getting to know the staff and checking in on staff members. Board President to visit one time a week. Sign in sheet for board members is in the office. #4 is to promote and sustain communications between department, staff, BOH, and the community stakeholders. Ms. Ralston maintains regular postings on social media. #5 KHHD will maintain financial stability to ensure its sustainability and capacity to deliver core public services. Salary review to be conducted. Ms. Katy Flinn has contacted community partners to collaborate on CHA & CHIP, including requests for financial donations/backing. Ms. Ralston & Ms. Humble are contacting community partners to collaborate with the Family Bike Program.**

The May 2022 Communicable Disease Report was presented.

The board agreed to purchase Hardin County Fair tickets for each employee.

2.04 Accreditation Coordinator

Ms. Katy Flinn reported that the first Community Health Assessment (CHA), meeting is scheduled for Tuesday, July 12, 2022, from 9:00a.m.-11:30a.m. via zoom and in person. Once the zoom link is received and the new adult sample questionnaire from The Hospital Council of Northwest Ohio, she will send it out to board members and community partners.

Two out of the 4 county school district superintendents that are willing to have their students participate in the Ohio Healthy Youth Environments Survey this fall have already signed a Memorandum of Understanding to formally commit to this.

The draft charter for an upcoming Quality Improvement (QI), project was approved by the Admin Team at this month's Admin meeting. I emailed our board members to ask if one of them would like to be a part of our Quality Improvement Team to assist us with this QI project of moving items and cleaning up the office server. The first QI meeting will be held on July 6, 2022.

Ms. Flinn spoke at The June Hardin Co. Family and Children First Council meeting on June 27, 2022, about the upcoming CHA process. They are doing a donation and she will be requesting an invoice be sent to them.

2.05 Emergency Preparedness

No report this month from Mr. Sean Beck.

2.06 Public Relations / PIO

Ms. Kelsey Ralston reported that the WIC car seat event went great! There were 3 technicians and 1 proxy available. 24 Seats total, (16 Rear Facing Convertibles, 8 High Back Boosters), were given out. There were discussions of having another event in August if the schedules work out.

Registration has closed for the Family Bike Program to be held on July 9, 2022, at Mid-Ohio Energy. 29 Registered 17 kids and 12 adults. Ms. Ralston's regional car seat coordinator from Dayton, works in injury prevention and was able to donate the bike helmets needed for the class. Ms. Humble and Ms. Ralston met with Mr. Mike Styer to go over details and finalize the schedule and planning for the event. Ms. Ralston said they would be contacting participants before to remind them. Ohio Health donated the drinks and snacks. There were \$1600 in donations. Walmart will build the bikes for the event.

2.07 Vital Statistics

Registrar, Ms. Jackie Prater submitted the vital statistics report for May 2022. 63 Certified death certificates were issued, 19 Death Certificates were filed. 98 Certified copies of birth certificates were issued, 2 birth verification for government offices and 3 home births were filed.

2.08 Administrative/Financial

Ms. Dionne Staley submitted the financial reports for May 2022. She was not in attendance.

3.0 Board Continuing Education

4.0 Old Business

5.0 New Business

Hardin County Commissioner, Mr. Fred Rush said that he along with the other County Commissioners attended the (OCTA) awards ceremony for Champion of Broadband at Ohio Northern University (ONU). Lieutenant Governor, Mr. Jon Husted received the award for his initiative in broadband service. Senator Mr. Robert McColley and Representative Mr. Jon Cross attended also. Hardin County received \$15.2 million in grant funds for projects to expand highspeed internet.

Kenton City Mayor, Ms. Lynn Webb said State Route 67 within the city limits is now open. There has been storm pickup going on. The Farmer's Market on Saturday mornings has been going well.

6.0 Anniversary/Employee Recognition

No employee anniversaries this month.

7.0 Board President

Ms. Marty Gray made the motion to go into closed session at 5:30 pm to discuss personnel. Mr. Chase Doll second the motion. The motion passed with a majority roll call vote.

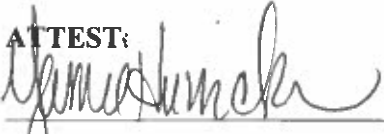
The Board came out of closed session at 6:30 pm stating that they will be reviewing neighboring county's wages. The personnel committee will begin to develop scales to accompany job descriptions in lieu of changing wages in the middle of the year.

Ms. Marty Gray made a motion to appoint Mr. Corey Wirbel to the Personnel Committee. Mr. Chase Doll second the motion. The motion passed with a majority roll call vote.

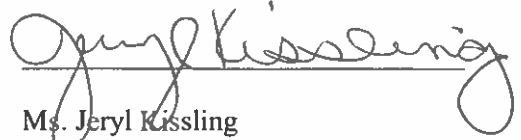
8.0 Adjournment

As there was no further business, Ms. Marty Gray made a motion to adjourn the meeting. Mr. Chase Doll second the motion. The motion passed with a majority roll call vote. The meeting was adjourned at 6:35 pm. The next meeting will be July 26, 2022, at 5:00 pm.

ATTEST:



Ms. Jamie Hunsicker DNP, RN
Health Commissioner



Ms. Jeryl Kissling
Board Vice-President