

Date: August 15, 2018

The Harrison County General Health District Board of Health members met for the regular scheduled meeting at 4:30 pm on August 15, 2018 at Harrison County Health Department, location Coal Room.

Due to several scheduling conflicts, the Harrison County Board of Health was unable to form a quorum for a board meeting for July 18th. The July meeting reports and business will be reviewed during this August board meeting.

Board Members present: July

Ms. Patricia Brown

Mr. John Snodgrass

Additional Health Department staff members present: July

Bonnie Snider, Fiscal Officer

Teresa Pecar Koniski, Director of Nursing

Erika Battistel, Environmental Health Director

At 5:00 pm Vice-President Ms. Patricia Brown adjourned due to lack of quorum.

Board Members present: August

Mrs. Anita Carr

Ms. Patricia Brown

Mr. John Snodgrass

Dr. Dan Jones

Mrs. Adele Mason

Additional Health Department staff members present: For August

Garen Rhome, Administrator

Bonnie Snider, Fiscal Officer

Teresa Pecar Koniski, Director of Nursing

Erika Battistel, Environmental Health Director

Scott Pendleton, Health Commissioner

Call to Order

Anita Carr, President called the regular scheduled meeting to order at 4:30 p.m. Patricia Brown moved to accept the minutes of June 20th as written, seconded by John Snodgrass, all voted yes, motion carried.

Nursing Report by Teresa Koniski The Board of Health was updated on the nursing department activities for the month of June and July.

June Clinic Report

Tuberculin Skin Tests: 11

Hearing Tests: 0

Immunization Clinic/Vaccinations:

Childhood Vaccinations: 14

Adult Vaccinations: 4

The immunization clinic is handling standard childhood and adult immunizations as well as exotic immunizations for travelers as needed. We will be placing an order from the state to prepare for the back-to-school vaccinations in August.

Paternity Tests

Total Tests: 9

Reportable Infectious Diseases

The county had 8 reportable communicable disease reports that included 4 cases of Chlamydia, 1 case of Gonorrhea, 1 case of Salmonella, 1 case of campylobacteriosis, and 1 case of Hepatitis C.

All of these were entered into ODRS (the Ohio Disease Reporting System) as per required by ODH and follow up calls to patients and physicians were completed.

We have had no Lyme disease labs reported for 2018 to date.

Meetings

June 8th Ohio Hills Health Center Community Health Assessment. Freeport

June 12th Family and Children First Meeting (FCFC)

June 18th Ag and Natural Resources Advisory Committee

Trainings

June 14th Regional PHEP Training, Zanesville

June 19th RHWP Webinar

Community Outreach

June 12th Lyme disease presentation for the FCFC

June 19th Lyme disease, Poisonous plants and safe grilling/food preparation presentation at Harrison County Senior Center.

June 25th-30th Harrison County Fair Booth

Reproductive Health and Wellness (RHWP)

12 Visits in June

Our goal is to get to a minimum of 15 visits per month. ODH has extended the current grant by six months (ending in August 31 instead of March 31) to make it coincide with the Federal grant schedule. We are in a two-year grant cycle so our contract with Carroll County will extend until August of 2019.

WIC

Total **Participants Active (Caseload)**: 236 in June which is up 1 from May.

Total Participants Seen in January, Cadiz: 108

Total Participants Seen in January, Scio: 7

WIC will be participating with a table at the back-to-school rally in August as outreach with postcards and flyers.

FY2018 MCHP Report

Cribs for Kids:

No cribs were distributed in June leaving us with 3 cribs remaining.

Blessings in a Backpack:

We have 6 weeks' worth of funding remaining for August and September's Blessings in a Backpack invoices to Harrison Hills.

Project KIND:

This program was discontinued by ODH but will be re-introduced in the fall of 2018 by the intervention specialists at Harrison Hills City School District. We will have a training session with the Intervention Specialist, Tiffany Stock and Marie Economos, Project KIND creator, to prepare for the upcoming school year.

Innovative Funding:

The Community Garden in Hopedale is a part of this project. We purchased a storage shed with grant funds to support their ongoing efforts at the UDSA garden site. This was erected and the garden size expanded considerably.

We met with the new FFA teacher to discuss projects for next year's farm-to-school program and how we can help.

Children with Medical Handicaps (CMH)

We have 22 active cases we are assisting with.

There were 3 home visits that were conducted in June.

We have 1 case pending approval.

July Clinic Report

Tuberculin Skin Tests: 10

Hearing Tests: 0

Prevent Blindness Ohio

1 applicant approved

Immunization Clinic/Vaccinations:

Childhood Vaccinations: 22

Adult Vaccinations: 11

Inventory supplies are sufficient to handle the back-to-school anticipated numbers, but we can order more should we fall short.

Reportable Infectious Diseases

The county had 17 reportable communicable disease reports that included 2 cases of Chlamydia, 2 cases of Gonorrhea, 1 case of campylobacteriosis, and 1 case of Giardiasis, and 11 cases of Lyme.

As of 8/9/18 we have had 17 cases of Lyme reported with 4 of the 17 being pediatric cases under the age of four.

Meetings

July 9th Maternal and Child Health Quarterly Webinar

Grant Programs

Reproductive Health and Wellness (RHWP)

16 Visits in July

Our goal is to get to a minimum of 15 visits per month, which we met for the month of July.

ODH has extended the current grant by six months so this grant period ends August 31, 2018 with end-of-cycle reporting due by September 30, 2018. We are in a two-year grant cycle so our contract with Carroll County will extend until August of 2019.

WIC

Total **Participants Active (Caseload):** 239 in July which is up 3 from 236 from June.

Total Participants Seen in January, Cadiz: 131

Total Participants Seen in January, Scio: 6

WIC will be participating with a table at the back-to-school rally on August 22nd as outreach with postcards and flyers.

Maternal Child Health Grant (MCH)

Cribs for Kids: FY2018 MCHP Report

No cribs were distributed in July leaving us with 3 cribs remaining. There are three scheduled participants for August to receive the cribs left.

Blessings in a Backpack:

We have 6 weeks' worth of funding remaining for August and September's BIB invoices to Harrison Hills.

Veggie U:

Veggie U has officially closed its business and they did stay true to their word and placed the educational plans and accompanying documents online for access to the public. We will be offering the third grade teachers at Harrison Hills the supplies to continue the program as they can utilize the lesson plans online.

Innovative Funding:

The Community Garden in Hopedale is a part of this project. Vegetables from the community garden will be utilized on the salad bar at the school.

Children with Medical Handicaps (CMH)

We have 21 active cases we are assisting with as a couple clients have moved and so have transferred out of Harrison County.

There were 5 home visits that were conducted in June.

We have 1 case pending approval.

We have three potential new cases

Medical Records

The nursing department would like to request Board of Health to approve the destruction of the old family planning medical records. In the state of Ohio health care facilities must maintain a medical record for each patient for six years from the date of discharge or last visit. All of the records marked for destruction are from 1999-2007.

After discussion **Ms. Patricia Brown moved to allow destruction of old family planning medical records as discussed, seconded by John Snodgrass, all voted yes, motion carried.**

FINANCIAL REPORT for June and July: By Bonnie Snider, Fiscal Office

June's Financial Report was presented to the Board of Health members as follows along with the In House Revenue Summary:

1. Revenue received ending June 30th totaled \$61,423.65
2. June's expenses paid out totaled: \$72,143.75
3. June's ending balance: \$626,845.69

Purchase orders were presented for approval, after viewing **Patricia Brown moved to approve as presented, seconded by Adele Mason, all voted yes, motion carried.**

PO 18-1076 to Verizon Wireless for \$50.29

PO 18-1077 to Quill for 353.82

PO 18-1078 to Borden Office Equipment for \$96.67

The voucher report for July was presented in the amount of \$54,637.40 stating this included a \$25,000.00 payment to Bruce Oszust for the Sewage System installed at 45850 Old Hopedale Road, Cadiz, Ohio, \$6,627.32 to Leann for Accreditation Contractual Services and \$14,000.00 to Public Health Accreditation Board for the Initial Review Fee.

After viewing **John Snodgrass moved to approve the payments as presented, seconded by Adele Mason, all voted yes, motion carried.**

July Financial Report

July's Financial Report was presented to the Board of Health members as follows along with the In House Revenue Summary.

1. Revenue received ending July 31st totaled \$81,476.20
2. July's expenses paid out totaled: \$102,018.67

3. July's ending balance: \$606,312.22

The voucher report for August was presented in the amount of \$18,910.35, after viewing **Patricia Brown moved to approve payments as presented, seconded by Adele Mason, all voted yes, motion carried.** Included in the voucher report is a payment of \$200.00 payable to Ohio Public Health Association for Membership Dues. This will be new yearly dues for the department approved by Garen Rhome, Administrator.

The Board of Health was presented the **Temporary Estimated Budget** in the amount of \$1,682,815.7. After viewing and discussion **Mrs. Adele Mason moved the Adoption of the following Resolution (Resolution 2018-57) to approve and submit in the budget amount as presented for the year commencing January 1, 2019 for consideration of the County Budget Commission. Mr. John Snodgrass seconded the resolution; all voted yes, motion carried.**

Mrs. Anita Carr	yes
Ms. Patricia Brown	yes
Mrs. Adele Mason	yes
Mr. John Snodgrass	yes
Dr. Dan Jones	yes

Resolution passed this 15th day of August, 2018.

ENVIRONMENTAL by Erika Battistel

STS Program: The first peat moss system installed at, 45850 Old Hopedale Road, Cadiz, Ohio property owner Kathy Sansouci (Wilson) is being covered and seeded , refer to May 23rd minutes, section Environmental.

Other: Ohio Department of Health held the Campground and Swimming Pool inspection survey August 14th which we passed stating she went over some of the issues found on paperwork but noted on our fee schedule a couple of changes on wording that will need to be passed.

For Campgrounds: Present Wording; More than 50 lots; plus each additional lot over 49 and 50 or fewer lots

Correct To: More than 50 lots: plus each additional lot over 50 : 49 & fewer lots

Temporary Camp Addition to fee schedule: plus each additional temporary lot 50 & above @ \$3.75/ea.

Dr. Jones moved to accept the wording on the fee schedule as recommended by Ohio Department of Health, seconded by Patricia Brown, all voted yes, motion carried.

A survey will also be conducted on the Septic Program on August 28th by Ohio Department of Health.

Erika Battistel discussed possibly raising some of our fees to catch up with the surrounding counties and discussed lowering our abandonment fee for septic tanks which we feel is too costly. We will also be inserting the abandonment form along with the septic applications so we will definitely have the paperwork and know which tanks are being abandoned and have record of it. The tanks are currently not being turned in as should be.

Garen Rhome Administrator recommended to the Board of Health that we lower our “septic abandonment” fee of \$100.00 recommending eliminating the fee entirely. Customers will be required to fill out the appropriate abandonment form. Our sanitarians will visually confirm the abandonment has been performed properly at no additional permit cost.

JUSTIFICATION:

\$100.00 is drastically incongruous with neighboring and regional counties, Jefferson \$50.00, Carroll \$50.00, Guernsey and Noble \$0.

The high fee certainly could contribute to some “ill will” from homeowner/installers in the community who are already paying thousands for installation and permitting.

In nearly all situations our sanitarians are already on site for a new install, evaluations and inspections. In other words, very rarely (never in Jade's Bennett's experience do sanitarians make special trips or cost the department time or mileage reimbursement solely for a tank abandonment confirmation. **After discussion the Board of Health tabled the matter until next month's meeting.**

Erika discussed with the board five nuisance complaints received in regard to the property surrounding Steve McCullough's vacation property. Mr. McCullough came to a couple of our board meeting wanting us to pass his well which is failing due to him wanting to sell his property. He insist that it's his neighbor's septic systems are contaminating his well. The board was informed he has a dry well and it will need to be replaced regardless.

Erika informed the board that the people that own and operate the new food service establishment in Freeport (Old School House Bar & Catering), used to operate an approved EPA lab for water testing. Erika spoke to them about perhaps re-issuing their permits and keeping our monies in this county. We can contract with them instead of utilizing the Ream & Haager laboratory in Dover. This will be closer to our office especially for expedited samples for realtors.

Jade Bennett and Erika Battistel got CPR certifications on July 2nd.

Erika informed the board that there is an increase of Cyanobacteria bacteria in our lakes that can produce toxins that are harmful to humans, fish and other animals.

The board was informed that no word has been received from Ohio Department of Commerce in regard to the inspections of the Manufactured Home Parks. Erika has decided to not push the issue since our department has been extremely busy this summer.

Ohio EPA would like for us to go through all of our past private septic evaluations. They are doing the study on Tappan Lake Watershed and would like to see if the bacteria may be coming from failing septic's.

Erika Battistel presented the Awarding Contract for the proposals submitted and accepted for the repair and or replacement of Residential Sewage Treatment Systems. Board Member **Patricia Brown moved to approve Resolution Number 2018-58 awarding contract number 18-034-2 to Bruce Oszust Excavating** for the proposal submitted and accepted for the repair and or replacement of Residential Sewage Treatment Systems for Willard and Helen Smith 34685 Cadiz Piedmont Road, Flushing, Ohio. This is part of the guidelines of said Water Pollution Control Loan Fund Grant, **Dr. Dan Jones seconded the Resolution**; and the roll called upon its adoption, the vote resulted as follows;

Patricia Brown; yea

Adele Mason; yea

John Snodgrass; yea

Dr. Dan Jones; yea

Resolution passed this 15th day of August, 2018.

ACCREDITATION: By Garen Rhome

As required by and meeting the conditions set forth in Ohio Revised Code, our department submitted for accreditation with the Public Health Accreditation Board (PHAB) on June 27th and our application was formally accepted by PHAB. We will likely select November 13th and the 14th, 2018 for document submission training in Virginia. We were offered a few dates.

ADMINISTRATION: By Garen Rhome

Garen Rhome, Administrator reported to the board he has a mocked version of the website that he is reviewing. The new site will go live and will be referenced in search engines within the next week or two. He reported also that he met developers from the new development at Route 9 and 22. (New Trinity office and urgent care). They have enough space to accommodate us with WIC and would build to suit at around \$1 per square foot per month. No other terms were discussed. This was only an initial meeting.

The drive thru flu clinic will be held on October 5th as a Public Health Emergency Preparedness (PHEP) grant exercise, location, Health Department's parking lot. Dr. Jones suggested we look into purchasing a banner for this event.

Administration and Public Health Emergency Preparedness Division, in conjunction with nursing division, is requesting the purchase of three items (printout of items presented) which will drastically increase our ability to mobilize our mass prophylaxis/point of distribution (POD) capabilities. This is demonstrated annually in our "drive thru flu" clinic and in any actual emergency situation that might arise in the future. 100% of the funds used to purchase this equipment will come from the PEHP grant deliverable money, (not from District Health).

Items presented: 4X “wobble lights” totaling \$1,447.28, 1X heated, portable handwashing station at \$1075.00 and 1X portable nurses workstation at \$3599.00 a total cost of \$6121.28. After discussion, **motion by John Snodgrass to allow the purchases as discussed, seconded by Patricia Brown, all voted yes, motion carried.**

Mr. Rhome asked the Board of Health to enter into executive session to discuss personnel matters, motion by Patricia Brown to enter in at 5:54 pm, seconded by Adele Mason. The Board exited executive session at 6:02 pm and the Board of Health returned into regular session.

John Snodgrass made a motion to increase the hourly wage of Bonnie Snider, Fiscal Officer to \$16.96/hour beginning the next pay period. Adele Mason seconded the motion, all in favor, motion carried.

Anita Carr, Board President turned over officiation of the executive session to Vice President Patricia Brown for discussion and voting on the below personnel action. She excused herself from the discussion and voting.

Dr. Jones made a motion to increase the hourly wage of John Carr, PHEP Coordinator to \$18.17/hour beginning the next pay period. John Snodgrass seconded the motion, all in favor (Anita Carr excused), motion carried.

The next regular scheduled meeting will be held on September 19th.

Anita Carr, President _____

Patricia Brown, Vice President _____

Scott Pendleton, Health Commissioner _____