

**Date: June 20, 2018**

The Harrison County General Health District Board of Health members met for the regular scheduled meeting at 4:30 pm on June 20<sup>th</sup>, 2018 at Harrison County Health Department, location Coal Room.

**Board Members present**

Mrs. Anita Carr, President  
Ms. Patricia Brown  
Mrs. Adele Mason  
Mr. John Snodgrass

**Additional Health Department staff members present:**

Garen Rhome, Administrator  
Bonnie Snider, Fiscal Officer  
Teresa Pecar Koniski, Director of Nursing  
Erika Battistel, Environmental Health Director  
Scott Pendleton, Health Commissioner  
Dr. Richard Clark, Medical Director

**Guest Present: Ms. Leann Cline**

**Call to Order**

Anita Carr, President called the regular scheduled meeting to order at 4:30 p.m. John Snodgrass moved to accept the May's Board Meeting Minutes as written, seconded by Patricia Brown, all voted yes, motion carried.

**Nursing Report by Teresa Koniski**

The Board of Health was updated on the nursing department activity for the month of May.

**Clinic**

Tuberculin Skin Tests: 10  
Hearing Test: 28 for Harrison Hills City School District bus drivers, 2 for MRDD bus drivers and 6 for Ohio Cat  
Prevent Blindness Ohio (Vision Care Assistance) No applicants or screenings

**Immunization Clinic/Vaccinations:**

Childhood Vaccinations: 15  
Adult Vaccinations: 6

**Paternity Test:**

Total test for the month: 3

**Reportable Infectious Diseases**

The County had 8 reportable communicable disease reports that included 4 cases of Chlamydia, 1 case of campylobacteriosis, and 3 cases 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.

**Meetings Attended**

May 1st Family and Children First Council (FCFC) Meeting  
May 22<sup>nd</sup>, WIC staff meeting

**Trainings**

May 2<sup>nd</sup> WIC Director's Webinar  
May 3<sup>rd</sup> SIDS workshop, Columbus, Ohio

### **Medical Billing**

We have begun the credentialing process to become providers with Aultcare and Medical Mutual of Ohio. These are two networks we only see occasionally but we have had patients often enough that becoming providers with them makes sense, especially for the RHWP clients.

### **Grant Programs**

#### **Reproductive Health and Wellness Program (RHWP)**

We had 13 visits in May, our goal is to get to a minimum of 15 visits per month.

#### **WIC**

Total Participants Active (Caseload): 235 in May which is the same as April's .

Total participants seen in Cadiz location: 93.

Total Participants seen in Scio location: 5

To increase the awareness of the WIC program we mailed out 27 packets of postcard flyers along with an introductory letter to various churches in every Village of Harrison County. The churches that operate food pantries were allotted more flyers to distribute.

#### **Maternal Child Health Grant (MCH)**

Jefferson County has agreed to write for a Cribs for Kids grant as a regional program that would incorporate Belmont, Harrison, Carroll and Jefferson. We signed a letter of support and are awaiting and hoping for approval that we should learn of sometime in September at the soonest.

#### **Cribs for Kids:**

1 crib were distributed in May leaving us with 3 cribs remaining.

#### **Blessing in a Backpack**

We are being invoiced monthly for 200 students. Currently Harrison Hills City School District (HHCSDD) has 259 students participating weekly from both Harrison East and Harrison North Elementary Schools. Our current grant will pay for October 2017-September 2018.

Harrison Hills is still searching for viable options to help them continue the program. They have entered into a contract with the Mid-Ohio Foodbank and Blessings in a Backpack for next year. The only difficulty with this is that the food received from the Mid-Ohio Foodbank isn't always consistent as it is dependent upon whatever has been donated. The American Legion of Hopedale is planning on having a large fund raiser with the proceeds raised from it being donated to the HHCSDD Blessings in a backpack program.

#### **Project Kind:**

**This program was discontinued by ODH but will be re-introduced in the fall of 2018 by the intervention specialists of HHCHD.** We have a training session with the Intervention Specialist, Tiffany Stock in June to prepare for the upcoming school year. This program may be expanded to the four preschool classes as well. We purchased trinket/prizes that are a part of this program with funds that were left over from the 2016-17 grant cycle.

#### **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.

They have made times available for students from HHCSDD to volunteer and get credit for "service hours" that will apply towards their academic letter. Plans to develop raised bed gardens somewhere on the school grounds is still being planned with the FFA Instructor as well a curriculum ideas for the Botany class to tie in the Farm-to-School program. The new school building will have a large FFA lab area that includes a built in greenhouse, so the plan currently is provide support supplies that will be reusable to tie the entire program together.

### **Children with Medical Handicaps (CMS)**

We have 22 active cases we are assisting with.  
There were 2 home visits in May.  
We have 1 case pending approval.

We received two remittances for November 2017 of \$810.00 and December 2017 of \$130.00. BCMH billing is always behind with all departments, this is something every Health Department struggles with.

### **FINANCIAL REPORT: By Bonnie Snider, Fiscal Office**

May's Financial Report was presented to the Board of Health members as follows:

1. Revenue received ending May 31<sup>st</sup> totaled \$18,869.82.
2. May's expenses paid out totaled: \$63,915.41
3. May's ending balance: \$637,574.79

Presented to the Board of Health a letter dated 6/12/18 written to Harrison County Commissioners addressing the need to set up a new **expense line item titled Accreditation Fees**, allocation amount of \$19,600.00 for upcoming fees forward, motion approved by Patricia Brown, seconded by Adele Mason, all voted yes, motion carried.

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

Then/Now Orders		
18-1062	Insurance/License	\$427.00
Regular Purchase Orders		
18-1061	Accreditation Fees	\$19,600.00
18-1063	Insurance/License	\$1,500.00
18-1064	Supplies	\$20,000.00
18-1065	Equipment	\$2,500.00
18-1066	Utilities	\$6,000.00
18-1067	Contract Services/Other Programs	\$12,000.00
18-1069	Contract Services/Accreditation	\$20,000.00
18-1070	Mileage/Expense	\$6,000.00
18-1071	Advertising/Printing	\$1,000.00
18-1072	State Fees	\$6,000.00
18-1073	Contingencies	\$600.00
18-1074	Insurance/License	\$1,000.00
18-1075	Contract Services/WPCLF Grant	<u>\$75,000.00</u>

June vouchers in the amount of \$27,180.91 was presented, after viewing **Adele Mason moved to approve payments as presented, seconded by Patricia Brown, all voted yes, motion carried.**

The board of health was informed that the FY 17/18 PHEP Grant (July 1, 2017-June 30, 2018) received a payment in the amount of \$27,267.80, bringing the year to date total for that fiscal year to \$33,299.40. The remaining deliverables for payment will be submitted by July 10, 2018.

### **ENVIRONMENTAL by Erika Battistel**

#### **STS Program:**

Ericka Battistel informed the board that the Boy Scout Campground is in violation with the OEPA for turning in water samples. Mr. Garen Rhome, Administrator, Erika Battistel and Jade Bennett, registered sanitarians held two phone conferences on the matter with EPA.

Ohio Department of Health will be conducting a septic survey on our department at the end of August.

**Food Service**

Mr. John Williamson with Lou’s Famous Fish out of Hopedale, Ohio came in June 20<sup>th</sup> for an administrative meeting with Mr. Rhome and myself to work on getting him back into compliance.

**Private Water:**

An E. Coli Case was reported June 20<sup>th</sup>. we will need one more to consider it a foodborne illness outbreak.

**ACCREDITATION: By Garen Rhome**

Mr. Rhome, Administrator presented the (CHA) Community Health Assessment changes to the Board of Health to review, after discussion John Snodgrass motioned to accept and approve with recommended changes as mentioned. Changes are to be complete before the July 1st PHAB deadline, seconded by Adele Mason, all voted yes, motion carried.

Mr. Rhome presented and discussed the changes made to the Community Health Improvement Plan, after discussion motion by Patricia Brown to accept and approve with recommended changes as mentioned. Changes are to be complete before the July 1st PHAB deadline, seconded by Adele Mason, all voted yes, motion carried.

**ACCREDITATION: By Leeann Cline**

Ms. Cline gave an update on the next steps to the July 1 deadline to accreditation.

**ADMINISTRATION:**

John Carr, PHEP Coordinator presented the Local and Regional Emergency Response Plan, Patricia Brown moved to accept as written, seconded by John Snodgrass, and all voted yes, motion carried.

The Web Site Design Contract Agreement was signed by Mr. Rhome dated June 20, 2018.

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. Executive session ended at 5:59 and the Board of Health returned into regular session with no action taken.

The next regular scheduled meeting will be held on July 18<sup>th</sup>.

Adele Mason motioned to adjourn the meeting, seconded by Patricia Brown. Meeting adjourned at 6:00 pm.

Anita Carr, President \_\_\_\_\_

Patricia Brown, Vice President \_\_\_\_\_

Scott Pendleton, Health Commissioner \_\_\_\_\_