

HARRISON COUNTY GENERAL HEALTH DISTRICT
Minutes of the Board of Health
Held March 19th, 2020

Meeting Location: Harrison County Health Department, location Coal Room.

Due to the COVID-19 Pandemic the meeting of the Board of Health was conducted through Zoom Video Communications.

Call to Order: Adele Mason, President called the meeting to order at 1:08 pm.

Board Members Present:

Adele Mason
Kate Sedgmer
Melissa Powers
Kent Murray
Dr. Dan Jones

Staff Members and Other Members Present:

Garen Rhome, Administrator
Erika Battistel, Director of Environmental
Bonnie Snider, Fiscal Officer
Teresa Koniski, RN

New Business: Reorganization

The Board of Health reorganized for the 2020 year. The following Board Members were appointed by the District Advisory Council held on the first Monday of March of each year for a five-year term.

Mr. Kent Murray replaced Mrs. Anita Carr's term being (March 2015 – March 2020)

Mrs. Adele Mason: Term (March 2016 – March 2021)

Ms. Melissa Powers replaced Mr. John Snodgrass's term being (March 2017 – March 2022),

Ms. Kate Sedgmer replaced Ms. Patricia Brown's term being (March 2018 – March 2023)

Dr. Dan Jones; Term (March 2019 – March 2024)

Dr. Jones motioned to nominate Adele Mason President, seconded by Kate Sedgmer, all voted yes, motion carried.

Adele Mason motioned to nominate Dr. Jones Vice President, seconded by Melissa Powers, all voted yes, motion carried.

Approval of Minutes:

Adele asked the members of the board if they had the opportunity to review the minutes of February 20th, 2020.

With no corrections to the minutes motion by Dr. Dan Jones to approve the minutes as written, seconded by Kent Murray, all voted yes, motion carried. Ayes: All, Nays: None

Vital Statistics Report:

The Vital Statistic Report for February was submitted for Board review. (see attached report).

Motion by Dr. Jones to approve the Vital Statistic portion of the Consent Agenda as submitted, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All, Nays: None

Nursing Report:

The Nursing Report for February was submitted for Board review. (see attached report)

Discussion:

Board President, Adele Mason inquired if the surveys conducted in February would qualify for the accreditation process and fit into the new timeframe of the accreditation submission.

Director of Nursing, Teresa Koniski explained that the surveys were done to replace qualitative data information that had become too old to be utilized in the accreditation domains and that the current surveys on Lyme disease and medical providers in Harrison County would be included in the Harrison County General Health District's accreditation submission.

The Lyme disease survey was presented to the board for review. Dr. Pendleton, Health Commissioner stated that according to the results there were several points regarding tick repellents and preventing tick bites that should be emphasized in future outreach education presentations.

Dr. Jones moved to accept the Nursing portion of the consent agenda as written, seconded by Kent Murray, all voted yes, motion carried. Ayes: All, Nays: None

Financial Report:

February's Cash Balance Report and the Auditor's Financial Report for month ending February was presented to the Board of Health members for discussion and viewing as follows:

1. Revenue received totaled \$45,569.17
2. Expenses paid totaled: \$67,679.81
3. January 31st, 2020 ending balance: \$735,415.33

CASH BALANCE REPORT						
Report Period: February 2020						
Program	Carryover Balance	Revenue		Expenses		Balance
		M-T-D	Y-T-D	M-T-D	Y-T-D	
E001-E01 District Health	\$751,180.34	\$3,147.48	\$14,997.47	\$45,194.05	\$98,604.03	\$667,573.78
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$0.00			
E001-E02 Private Water	\$1,574.91	\$1,128.00	\$2,662.00	\$155.97	\$640.97	\$3,595.94
E001-E03 Food Service	\$14,005.75	\$19,890.50	\$19,915.50	\$4,048.14	\$9,126.30	\$24,794.95
E001-E04 Pools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E001-E06 Camps	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E001-E11 Septics	\$2,171.24	\$4,761.10	\$10,820.10	\$3,027.45	\$6,978.83	\$6,012.51
E001-E12 RHWP Grant	\$12,737.06	\$1,558.80	\$2,994.30	\$1,904.09	\$4,123.60	\$11,607.76
E001-E14 PHEP Grant	\$12,811.70	\$3,765.00	\$4,245.00	\$4,456.86	\$11,431.94	\$5,624.76
E001-E17 WCPLF Program	\$440.00	\$765.00	\$2,060.00	\$0.00	\$1,000.00	\$1,500.00
E001-E18 WIC Grant	\$8,078.48	\$10,553.29	\$18,149.81	\$8,893.25	\$19,446.54	\$6,781.75
E001-E22 Cribs for Kids - MCH	\$4,390.40	\$0.00	\$0.00	\$0.00	\$0.00	\$4,390.40
E001-E24 Veggie U Program - MCH	\$3,533.48	\$0.00	\$0.00	\$0.00	\$0.00	\$3,533.48
Grand Total	\$810,923.36	\$45,569.17	\$75,844.18	\$67,679.81	\$151,352.21	\$735,415.33

Kate Sedgmer motioned to accept the financial report as presented and that the report be filed for audit, Melissa Powers seconded the motion, all voted yes, motion carried. Ayes: All Nays: None



HARRISON COUNTY

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The following purchase orders were presented to the board of health for viewing and approval in the amount of \$115,962.00

March 19th, 2020 Board Meeting Purchase Orders

PO Number	Code	Description	Amount	PO Type
20-1037	E000-E02	Equipment/Bordon's Office	\$12,962.00	Regular
20-1038	E000-E02	Supplies	\$15,000.00	Blanket
20-1039	E000-E03	Equipment	\$4,000.00	Blanket
20-1040	E000-E05	Utilities	\$4,000.00	Blanket
20-1041	E000-E06	Contract Service	\$15,000.00	Blanket
20-1042	E000-E06	Contract Service /WPCLF	\$25,000.00	Blanket
20-1043	E000-E06	Contract Service/Accreditation	\$25,000.00	Blanket
20-1044	E000-E07	Mileage/Expense	\$4,000.00	Blanket
20-1045	E000-E09	Advertising/Printing	\$500.00	Blanket
20-1046	E000-E13	State Fees	\$5,000.00	Blanket
20-1047	E000-E14	Contingencies	\$600.00	Blanket
20-1048	E000-E17	Insurance/License	\$3,000.00	Blanket
20-1049	E000-E21	Dues/Fees	\$400.00	Blanket
20-1050	E000-E22	Promotional Items	\$1,500.00	Blanket

Dr. Jones motioned to approve purchase orders as presented, Melissa Powers seconded the motion, all voted yes. Ayes: All Nays: None

The voucher report for period 02/21/2020 to 03/19/2020 was presented to board members for viewing and approval in the total amount of \$20,021.77 as follows: Supplies: \$3,614.12 Utilities: \$1,550.02, Contract Services: \$11,997.25, Mileage/Expenses: \$456.88, State Fees: \$2,073.50, and Dues/Fees: \$330.00.

Vouchers presented were approved upon a motion by Kent Murray, seconded by Dr. Jones, all voted yes, motion carried. Ayes: All Nays: None

Bonnie presented an expense voucher for COVID-19 medical supplies from Teresa Koniski, RN that was not on the voucher report in the amount of \$145.99. Dr. Jones motioned to reimburse Teresa for the expense as discussed, seconded by Kate Sedgmer, all voted yes, motion carried. Ayes: All Nays: None



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The Permanent Budget was presented in the amount of \$1,947,561.45 to the Board of Health as follows along with the Fund Expense Allocation line Adjustments by Program as follows:

Harrison County General Health District			
Permanent Budget:			
Fiscal Year 2020			
As of March 19, 2020			
Fund/Program	12/31/2019 Carryover Balance	1/1/2020 Estimated Revenue	Budget Total
E01-District Health	\$751,180.34	\$704,393.09	\$1,455,573.43
E02-Private Water	\$1,574.91	\$16,335.00	\$17,909.91
E03-Food Service	\$14,005.75	\$39,175.00	\$53,180.75
E04-Pools	\$0.00	\$580.00	\$580.00
E06-Camps	\$0.00	\$6,160.00	\$6,160.00
E11-Septics	\$2,171.24	\$36,660.00	\$38,831.24
E12-RHWP	\$12,737.06	\$39,200.00	\$51,937.06
E14-PHEP Grant	\$12,811.70	\$80,000.00	\$92,811.70
E17-WCPLF Program	\$440.00	\$100,000.00	\$100,440.00
E18-WIC Grant	\$8,078.48	\$110,035.00	\$118,113.48
E22-Cribs for Kids Program	\$4,390.40	\$4,100.00	\$8,490.40
E24-Veggie U Program	\$3,533.48	\$0.00	\$3,533.48
TOTAL	\$810,923.36	\$1,136,638.09	\$1,947,561.45

Dr. Dan Jones moved the Adoption of the following Resolution (2020-102) to submit in the Permanent Budget to March 19th, 2020 in the amount of \$1, 947,561.45 for consideration of the County Budget Commissions. Kate Sedgmer seconded the motion, and the roll being called upon its adoption resulted as follows:

Adele Mason	yes
Dr. Dan Jones	yes
Kate Sedgmer	yes
Melissa Powers	yes
Kent Murray	yes

Passed: March 19th, 2020



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The In-House Account Code Expense Summary by Program Report with adjustments was presented to the Board of Health as follows:

Expense Report: Allocation Adjustments/Court House Side				
		Present	Adjustments	New Approp.
		Appropriation		
E000-E02	Supplies	\$63,328.88	\$1,451.12	\$64,780.00
E000-E03	Equipment	\$8,700.00	\$20,000.00	\$28,700.00
E000-E07	Mileage/Expense	\$21,550.00	\$650.00	\$22,200.00
E000-E09	Advertising/Printing	\$4,000.00	\$1,500.00	\$5,500.00
E000-E11	Workers Compensation	\$4,770.00	\$35.03	\$4,805.03
E000-E12	Medicare	\$6,970.89	\$1,000.00	\$7,970.89
E000-E14	Contingencies	\$4,000.00	\$2,000.00	\$6,000.00
E000-E40	Dues/Fees	\$800.00	\$880.00	\$1,680.00
	Total Adjustment		\$27,516.15	

Fund Expense Allocation line Adjustments by Program/In House				
		Present		New
		Allocation	Adjustment	Allocation
<u>E01 District Health</u>				
E000-E01	Salaries	\$295,000.00	\$0.00	\$295,000.00
E000-E02	Supplies	\$37,000.00	\$0.00	\$37,000.00
E000-E03	Equipment	\$5,000.00	\$20,000.00	\$25,000.00
E000-E05	Utilities	\$5,000.00	\$0.00	\$5,000.00
E000-E06	Contract Services	\$87,000.00	\$0.00	\$87,000.00
E000-E07	Mileage/Expense	\$8,000.00	\$0.00	\$8,000.00
E000-E09	Advertising/Printing	\$500.00	\$1,500.00	\$2,000.00
E000-E10	PERS	\$43,000.00	\$0.00	\$43,000.00
E000-E11	Workers Compensation	\$2,500.00	\$0.00	\$2,500.00
E000-E12	Medicare	\$4,000.00	\$1,000.00	\$5,000.00
E000-E13	State Fees	\$15,500.00	\$0.00	\$15,500.00
E000-E14	Contingencies	\$4,000.00	\$2,000.00	\$6,000.00
E000-E15	Health Insurance	\$75,000.00	\$0.00	\$75,000.00
E000-E16	Life Insurance	\$650.00	\$0.00	\$650.00
E000-E17	Insurance/License	\$5,000.00	\$0.00	\$5,000.00
E000-E34	Accreditation Fees	\$7,000.00	\$0.00	\$7,000.00
E000-E37	Eye Insurance	\$750.00	\$0.00	\$750.00
E000-E40	Dues/Fees	\$800.00	\$700.00	\$1,500.00
E000-E41	Promotional Items	\$5,000.00	\$0.00	\$5,000.00
		Present		New
<u>02 Private Water</u>		Allocation	Adjustment	Allocation
E000-E01	Salaries	\$6,000.00	\$0.00	\$6,000.00



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E000-E02	Supplies	\$600.00	\$0.00	\$600.00
E000-E06	Contract Services	\$1,900.00	\$0.00	\$1,900.00
E000-E07	Mileage/Expense	\$900.00	\$0.00	\$900.00
E000-E10	PERS	\$1,000.00	\$0.00	\$1,000.00
E000-E11	Workers Compensation	\$90.00	\$0.00	\$90.00
E000-E12	Medicare	\$110.00	\$0.00	\$110.00
E000-E13	State Fees	\$1,800.00	\$0.00	\$1,800.00
E000-E15	Health Insurance	\$3,100.00	\$0.00	\$3,100.00

		Present		New
<u>03 Food Service</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E01	Salaries	\$25,400.00	\$0.00	\$25,400.00
E000-E02	Supplies	\$500.00	\$0.00	\$500.00
E000-E07	Mileage/Expense	\$1,850.00	\$0.00	\$1,850.00
E000-E10	PERS	\$3,900.00	\$0.00	\$3,900.00
E000-E11	Workers Compensation	\$400.00	\$0.00	\$400.00
E000-E12	Medicare	\$450.00	\$0.00	\$450.00
E000-E13	State Fees	\$2,900.00	\$0.00	\$2,900.00
E000-E15	Health Insurance	\$7,000.00	\$0.00	\$7,000.00

		Present		New
<u>E04 Pools</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E01	Salaries	\$250.00	\$0.00	\$250.00
E000-E10	PERS	\$35.00	\$0.00	\$35.00
E000-E12	Medicare	\$3.63	\$0.00	\$3.63
E000-E13	State Fees	\$160.00	\$0.00	\$160.00
E000-E15	Health Insurance	\$131.37	\$0.00	\$131.37

		Present		New
<u>Camps</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E01	Salaries	\$3,000.00	\$0.00	\$3,000.00
E000-E07	Mileage/Expense	\$800.00	\$0.00	\$800.00
E000-E10	PERS	\$420.00	\$0.00	\$420.00
E000-E11	Workers Compensation	\$80.00	\$0.00	\$80.00
E000-E12	Medicare	\$43.50	\$0.00	\$43.50
E000-E13	State Fees	\$660.00	\$0.00	\$660.00
E000-E15	Health Insurance	\$1,156.50	\$0.00	\$1,156.50

		Present		New
<u>E11 Septic</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E01	Salaries	\$21,500.00	\$0.00	\$21,500.00



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E000-E02	Supplies	\$680.00	\$0.00	\$680.00
E000-E07	Mileage/Expense	\$1,850.00	\$0.00	\$1,850.00
E000-E10	PERS	\$3,100.00	\$0.00	\$3,100.00
E000-E11	Workers Compensation	\$350.00	\$0.00	\$350.00
E000-E12	Medicare	\$350.00	\$0.00	\$350.00
E000-E13	State Fees	\$3,200.00	\$0.00	\$3,200.00
E000-E15	Health Insurance	\$5,500.00	\$0.00	\$5,500.00

		Present		New
<u>E12 RHWP</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E01	Salaries	\$18,300.00	\$0.00	\$18,300.00
E000-E02	Supplies	\$6,000.00	\$0.00	\$6,000.00
E000-E06	Contract Services	\$3,500.00	\$0.00	\$3,500.00
E000-E07	Mileage/Expense	\$350.00	\$300.00	\$650.00
E000-E09	Advertising/Printing	\$2,000.00	\$0.00	\$2,000.00
E000-E10	PERS	\$2,300.00	\$0.00	\$2,300.00
E000-E11	Workers Compensation	\$300.00	\$0.00	\$300.00
E000-E12	Medicare	\$375.00	\$0.00	\$375.00
E000-E15	Health Insurance	\$4,525.00	\$0.00	\$4,525.00
E000-E17	Insurance/License	\$949.00	\$0.00	\$949.00

		Present		New
<u>E14 PHEP Grant</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E01	Salaries	\$40,000.00	\$0.00	\$40,000.00
E000-E02	Supplies	\$10,000.00	\$0.00	\$10,000.00
E000-E03	Equipment	\$3,700.00	\$0.00	\$3,700.00
E000-E05	Utilities	\$675.00	\$0.00	\$675.00
E000-E06	Contract Services	\$8,500.00	\$0.00	\$8,500.00
E000-E07	Mileage/Expense	\$4,600.00	\$0.00	\$4,600.00
E000-E10	PERS	\$6,000.00	\$0.00	\$6,000.00
E000-E11	Workers Compensation	\$500.00	\$0.00	\$500.00
E000-E12	Medicare	\$625.00	\$0.00	\$625.00
E000-E15	Health Insurance	\$400.00	\$0.00	\$400.00
E000-E17	Insurance/License	\$86.00	\$0.00	\$86.00

		Present		New
<u>E17 WPCLF</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E06	Contract Services	\$100,000.00	\$0.00	\$100,000.00



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<u>E19 WIC</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$67,800.00	\$0.00	\$67,800.00
E000-E02	Supplies	\$5,000.00	\$0.00	\$5,000.00
E000-E05	Utilities	\$15,500.00	\$0.00	\$15,500.00
E000-E06	Contract Services	\$2,500.00	\$0.00	\$2,500.00
E000-E07	Mileage/Expense	\$2,800.00	\$0.00	\$2,800.00
E000-E09	Advertising/Printing	\$1,500.00	\$0.00	\$1,500.00
E000-E10	PERS	\$9,800.00	\$0.00	\$9,800.00
E000-E11	Workers Compensation	\$550.00	\$35.03	\$585.03
E000-E12	Medicare	\$1,000.00	\$0.00	\$1,000.00
E000-E15	Health Insurance	\$4,800.00	\$0.00	\$4,800.00
E000-E17	Insurance/License	\$100.00	\$0.00	\$100.00
E000-E40	Dues/Fees	\$0.00	\$180.00	\$180.00

<u>E22 Cribs for Kids</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$950.00	\$0.00	\$950.00
E000-E02	Supplies	\$3,000.00	\$0.00	\$3,000.00
E000-E07	Mileage/Expense	\$400.00	\$0.00	\$400.00
E000-E10	PERS	\$133.00	\$0.00	\$133.00
E000-E12	Medicare	\$13.76	\$0.00	\$13.76
E000-E15	Health Insurance	\$700.00	\$0.00	\$700.00

<u>E23 Project Kind</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E02	Supplies	\$548.88	-\$548.88	\$0.00

<u>E24 Veggie U</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E02	Supplies	\$0.00	\$2,000.00	\$2,000.00
E000-E07	Mileage/Expense	\$0.00	\$350.00	\$350.00
		\$1,032,650.64	\$27,516.15	\$1,060,166.79

Dr. Dan Jones motioned to approve the appropriation allocation adjustments in the amount of \$27,516.15 as presented, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Environmental Report:

The Environmental Division's report for February 2020 was submitted for Board review. (see attached report)

Kent Murray motioned to approve **Resolution No: 2020-100**, awarding contract No: 2019-05 to Johnathan Stewart (Installer) for **project number: HS391711-0003 (repair or septic replacement)**, total contract amount: \$8,300.00, portion funded by WPCLF \$7,055, Funding Tier: 85% to Homeowner: William Kennedy 89360 Plum Run Road, Uhrichsville, Ohio. Dr. Dan Jones seconded the Resolution, the roll called upon its adoption resulted as follows:

Adele Mason: yea, Kate Sedgmer: yea, Melissa Powers: yea, Kent Murray: yea, Dr. Dan Jones: yea

Dr. Dan Jones motioned to approve **Resolution No: 2020-101**, awarding contract No: 2019-05 to Johnathan Stewart (Installer) for **project number: HS391711-0003 (repair or septic replacement)**, total contract amount: \$8,000.00, portion funded by WPCLF \$4,000.00, Funding Tier: 50% to Homeowner: John Coulson 84955 Cadiz Jewett Road, Cadiz, Ohio. Kent Murray seconded the Resolution, the roll called upon its adoption resulted as follows:

Adele Mason: yea, Kate Sedgmer: yea, Melissa Powers: yea, Kent Murray: yea, Dr. Dan Jones: yea

Kate Sedgmer motioned to approve the Environmental portion of the Consent Agenda, seconded by Dr. Jones, all voted yes, motion carried. Ayes: All Nays: None

Discussion:

Erika updated the board on the Phil Ferda septic issue informing the Board of Health that Bruce Oszust installer is going to give Phil Ferda an estimate on the ATL design and said he is willing to work with them. Erika stated Kyle Baldwin, Soil Designer is going to refund their money for the design only and has heard no further word from Kyle. Erika stated in her and Jade's opinion we should not use him for future soil designs.

Adele: Are there are other soil scientist/designers qualified to do that work for Harrison County?

Erick: yes

Adele: Do we just provide the list of Soil Designers to the property owners?

Erika: Yes, but we do not refer anyone on that list.

Adele: How long has he been doing this with us?

Erika: For quite a few years, estimating 6 years

Adele: How many of these septic replacement designs comes through your office in that six years?

Erika: A lot

Adele: Is this one poorly executed design in many or just one?

Erika: I think it's the whole way he did about this one, he was not professional at all and he specifically

told us soil scientist is supposed to send out their soil out to a lab to get tested stating he did not go through that process, stating also he guessed on his percentage. He confessed to all three of us that he took a guess on this. Erika stated if this the way he has been working and conducting his business and for the better of the department I don't think the department should use him.

Adele: Could we send him a letter that says for the time being he is falling off the health department list of contractors and if he would like to have himself reinstated on the list if he would please meet with the environmental specialists to have a better understanding of the expectations.

Erika: We could do that but were going to have to find out what is required from the soil designers from the state and put that all in the letter.

Adele: Does any of the other board members have an opinion?

Scott: Are they required to have a bond?

Erika: yea

Scott: If our staff is not comfortable, should we be? Dr. Jones replied and stated that is the right approach?

After discussion the Board of Health agreed to not to do business with Mr. Kyle Baldwin, Soil Designer and to have him removed off the department's list of designers.

Adele added it was requested that Jade and Erika do time studies for a period because we were discussing whether a part timer might help their workload. Adele stated we can look at that at another time and can table this till later to discuss more pressing matters with Erika stating Bonnie can give the time studies to you for review when you come in to sign the resolutions with Adele agreeing.

Erika stated that her and Jade have been throwing it back and forth especially with the COVID-19 Pandemic, she will be taking six weeks off for maternity leave in July. We have backed off of our loan evaluations, water samples and food service inspections unless its demanding. Erika has two new operations that are going to be opening that she must do a plan review, a site evaluation and a pre-licensing course. We are trying to limit as much as we can person to person contact.

Erika stated she will have a lot to catch upon herself stating she knows a registered sanitarian that was interested in a part-time position.

Adele stated we should make contact and put something in motion, but can we have a job description prepared before conservation starts? Erika: yes

Adele: Does anybody else have comment before we proceed? Scott: I trust my employees in the field and if they think we need to work on having addition help, that is what we need to do.

Adele: How many times a year does the eating establishments need to be inspected and does it need to change?

Erika stated Level I or II only needs to be inspected mandatory once a year, if you're a level III or level IV it is twice a year within combination of a critical control point inspections on Level IV or a process review for Level IV.

Scott: What is a class Level IV? Erika: It is the highest level you can go being catering, tending with nursing homes, etc.

Adele: Do we have Level IV in the county

Erika: Yes, many

Kate Sedgmer motioned to approve the Environmental portion of the Consent Agenda, seconded by Dr. Dan Jones, all voted yes, motion carried. Ayes: All Nays: None

Accreditation:

The Accreditation Report for February 2020 was submitted for Board review. (see attached report)

Leann updated the Board of Health stating Domain 1 is now completed and Teresa is waiting on the agenda and sign in sheet to be completed for Domain 7.

Adele stated everybody is making process toward accreditation but not meeting the March 19th internal deadline to submit, the board of health agreed to move toward a new internal deadline of May 1, 2020 due to if we get out past May 1st we will be having to add additional documents. An e-mail was received on March 18th stating PHAB granted an extension to September 8th, for submission because of the national crisis going on.

Adele stated that she and Dr. Pendleton are aware that Leann's contract expired on February 28th and at this point she is working with a continuation of her prior contract. Adele stated she and Dr. Pendleton will be speaking to Leann on the matter.

Dr. Dan Jones motioned to approve the Accreditation portion of the Consent Agenda, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None

Administration Report:

Garen presented the following forms to the Board of Health for review:

204.018 (3/20) Application For Sewage Treatment System Installer Registration Fee: \$225.00

401.001 (3/20) Naloxone Administration Tracking Card

401.004 (3/20) Community Healthcare Coalition Agency Partner Datasheet
401.005 (3/20) Situation Report (SIT-REP)

The Board of Health promulgated the forms as presented with a motion by Dr. Dan Jones, seconded by Melissa Powers, all voted yes, motion carried.

Garen spoke to the board on an e-mail received from the Ohio Attorney General's office on March 13, 2020 regarding the Ohio's Open Meetings Act (OMA) during this time of a COVID-19 declared emergency. In this circumstance, where the Governor has declared a state of emergency and the Director of the Ohio Department of Health is limiting gatherings so as to prevent the spread of COVID-19, but the business of government must continue, it is reasonable to read the OMA's "in person" requirement as permitting a member of the public body to appear at a public meeting via teleconference (R.C. 121.22 and R.C. 3701.13), see e-mail attached.

Garen spoke on the Coronavirus.ohio.gov site that has all the latest Ohio information. We received lots of good feedback and high praise from the commissioners meeting. Garen is offering guidance for citizens and agency partners. Garen, Teresa and Brandi are working with the medical providers to try to sort through the guidance about the testing. We had to work a couple quarantines and had to work a least one testable Person Under Investigation that came back negative.

Garen reported right now we have zero reported cases of COVID-19 in Harrison County.

Adele directed a question to Dr. Jones requiring the criteria for testing.

Dr. Jones stated Wheeling Hospital criteria form for testing Coronavirus disease guidance is coming down from our CDC as well as our infection control specialists. The criteria is very clear and is reviewed and if there are any questions, patients are put in touch with our infection disease specialists. Dr. Jones reported Wheeling Hospital opened the COVID-19 drive thru on March 18th.

With no other business brought before the board, Kate Sedgmer motioned to adjourn, seconded by Dr. Dan Jones

Respectfully submitted,

President

Dr. Scott Pendleton, DVM, Secretary/or
Garen Rhome, Administrator