



HARRISON COUNTY
Public Health

Harrison County General Health District
538 North Main Street – Suite G
Cadiz, OH 43907-1282
Phone: (740) 942-2616 – Fax: (740) 942-9331
HealthDepartment@harrisoncountyohio.org

HARRISON COUNTY GENERAL HEALTH DISTRICT

Minutes of the Board of Health

Held January 20, 2022

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

Call to Order: President Adele Mason called the meeting to order at 1:02 PM.

Board Members Present:

Mrs. Adele Mason
Dr. Dan Jones
Mr. Kent Murray

Absent:

Mrs. Kate Sedgmer
Ms. Melissa Powers

Staff Members and Other Members Present:

Garen Rhome, Administrator
Leann Cline, Accreditation Coordinator
Teresa Koniski RN, Director of Nursing
Erika Battistel, Environmental Director
Bonnie Snider, Fiscal Officer
Katie Norris, Fiscal Officer in Training

Approval of Minutes:

The previous minutes from December 16, 2021 were motioned for approval by Dr. Dan Jones. Kent Murray seconded the motion: all voted yes; motion carried. Ayes: All Nays: None

Vital Statistics and Public Nursing Report:

The Vital Statistics and the Nursing Reports for December were submitted for Board review. (see attached report).

With no questions, Kent Murray motioned to accept the Vital Statistic Report and the Nursing Report portion of the consent agenda as submitted, seconded by Dr. Dan Jones, all voted yes; motion carried. Ayes: All Nays: None

Financial Report:

Old Business

During the December 16, 2021 meeting, a motion was made by Melissa Powers, seconded by Dr. Dan Jones, to adjust the end of year revenue and expense line items as needed.



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Bonnie presented reports on the final December 2021 Revenue and Expense adjustments by program to the Board of Health for viewing and questions.

Harrison County Health General Health District
 December 23, 2021 End of Year In House Revenue Adjustments

Fund	Budget	Adjustment	Year to Date Total
E001-E01 District Health	\$81,674.99	\$784.30	\$82,459.29
E001-E05 General Property Tax	\$730,000.00	\$56,179.47	\$786,179.47
E001-E02 Private Water	\$12,905.00	\$74.00	\$12,979.00
E001-E03 Food Service	\$37,800.00	(\$2,438.98)	\$35,361.02
E001-E04 Pools	\$580.00	\$0.00	\$580.00
E001-E06 Camps	\$6,160.00	(\$353.75)	\$5,806.25
E001-E07 Tattoo	\$210.00	\$150.00	\$360.00
E001-E11 Septics	\$36,660.00	(\$4,840.15)	\$31,819.85
E001-E12 RHWP Grant	\$25,700.00	\$8,204.48	\$33,904.48
E001-E14 PHEP Grant	\$65,000.00	\$6,104.28	\$71,104.28
E001-E17 Water Pollution Control Loan, WPCLF	\$75,000.00	(\$15,473.30)	\$59,526.70
E001-E19 WIC Program	\$103,000.00	(\$8,933.04)	\$94,066.96
E001-E22 Cribs for Kids	\$5,000.00	(\$5,000.00)	\$0.00
E001-E26 CO20 Crisis Response Grant	\$8,612.56	\$0.00	\$8,612.56
E001-E27 CT20 Contact Tracing Grant	\$90,428.95	\$0.00	\$90,428.95
E001-E28 Stigma Reduction Initiative	\$30,000.00	\$30,000.00	\$60,000.00
E001-29 CO21 Covid Response Supplemental	\$115,000.00	\$40,000.00	\$155,000.00
E001-E30 Vaccine Needs Assessment	\$20,000.00	\$0.00	\$20,000.00
E001-E31 Enhanced Operations	\$100,000.00	(\$74,307.28)	\$25,692.72
E001-32 CT21 Contact Tracing Grant	\$30,000.00	\$0.00	\$30,000.00
E001-E33 VE21 Vaccine Equity & Support	\$50,000.00	\$0.00	\$50,000.00
E001-E34 Transfer In	\$0.00	\$10,757.11	\$10,757.11
Total	\$1,623,731.50	\$40,907.14	\$1,664,638.64

Reference for Auditors

E01 & E05 combined equals a year to date total of \$868,638.76 for District Health which is reflected on the IHAC Revenue Summary (Prog. Dept.) Report

Dr. Dan Jones motioned to approve revenue adjustments as presented, seconded by Kent Murray, all voted yes, motion carried; Ayes: All Nays: None



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December 2021 Final Expense Appropriation Adjustments

		<u>Court House Side</u>		
		Present Approp.	Adjustments	New Approp.
E000-E01	Salaries	\$751,919.73	-\$63,571.34	\$688,348.39
E000-E02	Supplies	\$185,717.20	-\$86,141.91	\$99,575.29
E000-E03	Equipment	\$87,431.44	-\$38,051.10	\$49,380.34
E000-E05	Utilities	\$36,204.00	-\$5,688.61	\$30,515.39
E000-E06	Contract Services	\$221,678.43	-\$96,701.26	\$124,977.17
E000-E07	Mileage/Expense	\$27,184.27	-\$15,728.51	\$11,455.76
E000-E09	Advertising/Printing	\$14,019.81	-\$7,499.00	\$6,520.81
E000-E10	PERS	\$114,989.25	-\$18,571.35	\$96,417.90
E000-E11	Workers Compensation	\$4,947.18	-\$445.52	\$4,501.66
E000-E12	Medicare	\$12,812.59	-\$2,912.45	\$9,900.14
E000-E13	State Fees	\$30,898.00	-\$5,589.72	\$25,308.28
E000-E14	Contingencies	\$11,000.00	-\$643.59	\$10,356.41
E000-E15	Health Insurance	\$188,265.93	-\$21,702.46	\$166,563.47
E000-E16	Life Insurance	\$1,000.00	-\$310.00	\$690.00
E000-E17	Insurance/License	\$8,251.00	-\$4,665.11	\$3,585.89
E000-E19	Accreditation Fees	\$7,000.00	-\$1,400.00	\$5,600.00
E000-E20	Eye Insurance	\$1,000.00	\$380.00	\$1,380.00
E000-E21	Dues/Fees	\$2,200.00	-\$606.47	\$1,593.53
E000-E22	Promotional Items	\$5,000.00	-\$5,000.00	\$0.00
Total		\$1,711,518.83	-\$374,848.40	\$1,336,670.43

Appropriation Adjustments by Program – In House Side

		Present		New
<u>E01 District Health</u>		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
E000-E01	Salaries	\$295,000.00	-\$15,959.54	\$279,040.46
E000-E02	Supplies	\$29,000.00	-\$11,259.68	\$17,740.32
E000-E03	Equipment	\$29,757.31	-\$27,757.31	\$2,000.00
E000-E05	Utilities	\$17,600.00	-\$1,575.49	\$16,024.51
E000-E06	Contract Services	\$115,500.00	-\$31,239.13	\$84,260.87
E000-E07	Mileage/Expense	\$11,500.00	-\$7,180.58	\$4,319.42
E000-E09	Advertising/Printing	\$4,500.00	-\$1,122.20	\$3,377.80
E000-E10	PERS	\$50,000.00	-\$14,689.55	\$35,310.45
E000-E11	Workers Compensation	\$2,742.63	\$0.00	\$2,742.63
E000-E12	Medicare	\$6,100.00	-\$1,829.23	\$4,270.77
E000-E13	State Fees	\$19,500.00	-\$4,058.72	\$15,441.28
E000-E14	Contingencies	\$11,000.00	-\$643.59	\$10,356.41
E000-E15	Health Insurance	\$81,118.69	\$2,961.47	\$84,080.16
E000-E16	Life Insurance	\$1,000.00	-\$310.00	\$690.00
E000-E17	Insurance/License	\$7,000.00	-\$3,414.11	\$3,585.89



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E000-E34	Accreditation Fees	\$7,000.00	-\$1,400.00	\$5,600.00
E000-E37	Eye Insurance	\$1,000.00	\$380.00	\$1,380.00
E000-E40	Dues/Fees	\$2,200.00	-\$606.47	\$1,593.53
E000-E41	Promotional Items	\$5,000.00	-\$5,000.00	\$0.00
Total		\$696,518.63	-\$124,704.13	\$571,814.50

		<u>Present</u>		<u>New</u>
		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
<u>02 Private Water</u>				
E000-E01	Salaries	\$7,000.00	-\$2,097.51	\$4,902.49
E000-E02	Supplies	\$400.00	-\$193.67	\$206.33
E000-E06	Contract Services	\$1,400.00	\$1,200.00	\$2,600.00
E000-E07	Mileage/Expense	\$900.00	-\$797.40	\$102.60
E000-E10	PERS	\$1,000.00	-\$313.67	\$686.33
E000-E11	Workers Compensation	\$57.43	\$0.00	\$57.43
E000-E12	Medicare	\$150.00	-\$78.84	\$71.16
E000-E13	State Fees	\$4,048.00	-\$736.00	\$3,312.00
E000-E15	Health Insurance	\$1,800.00	-\$497.55	\$1,302.45
Total		\$16,755.43	-\$3,514.64	\$13,240.79

		<u>Present</u>		<u>New</u>
		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
<u>03 Food Service</u>				
E000-E01	Salaries	\$25,400.00	-\$4,782.94	\$20,617.06
E000-E02	Supplies	\$1,677.58	-\$1,661.09	\$16.49
E000-E07	Mileage/Expense	\$1,850.00	-\$418.50	\$1,431.50
E000-E10	PERS	\$3,900.00	-\$1,384.47	\$2,515.53
E000-E11	Workers Compensation	\$222.42	\$0.00	\$222.42
E000-E12	Medicare	\$450.00	-\$154.73	\$295.27
E000-E13	State Fees	\$2,900.00	-\$304.00	\$2,596.00
E000-E15	Health Insurance	\$7,000.00	-\$581.86	\$6,418.14
Total		\$43,400.00	-\$9,287.59	\$34,112.41

		<u>Present</u>		<u>New</u>
		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
<u>E04 Pools</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
Total		\$580.00	\$0.00	\$580.00



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<u>E06 Camps</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$2,628.05	\$703.77	\$3,331.82
E000-E07	Mileage/Expense	\$800.00	-\$22.14	\$777.86
E000-E10	PERS	\$420.00	\$46.45	\$466.45
E000-E11	Workers Compensation	\$21.95	\$0.00	\$21.95
E000-E12	Medicare	\$43.50	\$4.81	\$48.31
E000-E13	State Fees	\$1,090.00	-\$430.00	\$660.00
E000-E15	Health Insurance	\$1,787.33	-\$1,179.52	\$607.81
Total		\$6,790.83	-\$876.63	\$5,914.20

<u>E11 Septic</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$21,716.67	-\$2,846.56	\$18,870.11
E000-E02	Supplies	\$3,180.00	-\$1,782.64	\$1,397.36
E000-E07	Mileage/Expense	\$2,155.90	-\$0.60	\$2,155.30
E000-E10	PERS	\$3,100.00	-\$556.13	\$2,543.87
E000-E11	Workers Compensation	\$133.33	\$0.00	\$133.33
E000-E12	Medicare	\$350.00	-\$63.85	\$286.15
E000-E13	State Fees	\$3,200.00	-\$61.00	\$3,139.00
E000-E15	Health Insurance	\$7,500.00	-\$488.48	\$7,011.52
Total		\$41,335.90	-\$5,799.26	\$35,536.64

<u>E12 RHWP</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$11,457.80	-\$4,432.75	\$7,025.05
E000-E02	Supplies	\$4,000.00	-\$1,860.81	\$2,139.19
E000-E06	Contract Services	\$3,000.00	-\$3,000.00	\$0.00
E000-E07	Mileage/Expense	\$350.00	-\$350.00	\$0.00
E000-E09	Advertising/Printing	\$3,519.81	-\$1,519.81	\$2,000.00
E000-E10	PERS	\$1,820.00	-\$771.18	\$1,048.82
E000-E11	Workers Compensation	\$142.20	\$0.00	\$142.20
E000-E12	Medicare	\$188.50	-\$86.68	\$101.82
E000-E15	Health Insurance	\$3,500.00	-\$2,775.71	\$724.29
E000-E17	Insurance/License	\$949.00	-\$949.00	\$0.00
Total		\$28,927.31	-\$15,745.94	\$13,181.37

<u>E14 PHEP Grant</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$42,000.00	\$1,912.80	\$43,912.80
E000-E02	Supplies	\$10,000.00	-\$4,000.00	\$6,000.00
E000-E03	Equipment	\$5,000.00	-\$5,000.00	\$0.00
E000-E05	Utilities	\$400.00	-\$400.00	\$0.00
E000-E06	Contract Services	\$8,500.00	-\$7,393.63	\$1,106.37



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E000-E07	Mileage/Expense	\$4,600.00	-\$4,029.48	\$570.52
E000-E10	PERS	\$5,880.00	\$211.01	\$6,091.01
E000-E11	Workers Compensation	\$384.00	\$0.00	\$384.00
E000-E12	Medicare	\$609.00	\$45.90	\$654.90
E000-E15	Health Insurance	\$3,745.58	-\$3,745.58	\$0.00
E000-E17	Insurance/License	\$202.00	-\$202.00	\$0.00
Total		\$81,320.58	-\$22,600.98	\$58,719.60

		<u>Present</u>	<u>New</u>	
		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
<u>E17 WPCLF</u>				
E000-E06	Contract Services	\$77,311.00	-\$52,768.50	\$24,542.50
Total		\$77,311.00	-\$52,768.50	\$24,542.50

		<u>Present</u>	<u>New</u>	
		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
<u>E19 WIC</u>				
E000-E01	Salaries	\$68,906.78	-\$7,622.87	\$61,283.91
E000-E02	Supplies	\$7,050.00	-\$1,644.71	\$5,405.29
E000-E03	Equipment	\$1,500.00	-\$1,500.00	\$0.00
E000-E05	Utilities	\$15,000.00	-\$509.12	\$14,490.88
E000-E06	Contract Services	\$500.00	-\$500.00	\$0.00
E000-E07	Mileage/Expense	\$1,800.00	-\$1,797.30	\$2.70
E000-E09	Advertising/Printing	\$1,500.00	-\$1,500.00	\$0.00
E000-E10	PERS	\$9,800.00	-\$1,182.06	\$8,617.94
E000-E11	Workers Compensation	\$643.22	\$0.00	\$643.22
E000-E12	Medicare	\$1,000.00	-\$111.41	\$888.59
E000-E15	Health Insurance	\$3,474.71	-\$2,646.92	\$827.79
E000-E17	Insurance/License	\$100.00	-\$100.00	\$0.00
Total		\$111,274.71	-\$19,114.39	\$92,160.32

		<u>Present</u>	<u>New</u>	
		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
<u>E22 Cribs for Kids</u>				
E000-E01	Salaries	\$3,450.00	-\$3,321.19	\$128.81
E000-E02	Supplies	\$5,500.00	-\$5,500.00	\$0.00
E000-E07	Mileage/Expense	\$1,000.00	-\$1,000.00	\$0.00
E000-E10	PERS	\$483.00	-\$464.96	\$18.04
E000-E12	Medicare	\$50.03	-\$48.16	\$1.87
E000-E15	Health Insurance	\$700.00	-\$700.00	\$0.00
Total		\$11,183.03	-\$11,034.31	\$148.72

		<u>Present</u>	<u>New</u>	
		<u>Allocation</u>	<u>Adjustment</u>	<u>Allocation</u>
<u>E24 Veggie U</u>				
E000-E02	Supplies	\$3,034.09	-\$2,944.37	\$89.72
Total		\$3,034.09	-\$2,944.37	\$89.72



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<u>E26 CO-20 Crisis Response Grant</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E03	Equipment	\$3,303.06	\$0.00	\$3,303.06
E000-E12	Medicare	\$0.00	\$17.16	\$17.16
Total		\$3,303.06	\$17.16	\$3,320.22

<u>E27 CT-20 Contact Tracing Grant</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$11,451.53	\$0.00	\$11,451.53
E000-E02	Supplies	\$9,388.85	\$0.00	\$9,388.85
E000-E03	Equipment	\$36,195.07	\$1,206.21	\$37,401.28
E000-E07	Mileage/Expense	\$49.80	\$0.00	\$49.80
E000-E10	PERS	\$2,568.97	\$0.00	\$2,568.97
E000-E12	Medicare	\$166.04	\$0.00	\$166.04
Total		\$59,820.26	\$1,206.21	\$61,026.47

<u>E28 Stigma Reduction Initiative</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$307.15	\$0.00	\$307.15
E000-E02	Supplies	\$2,266.90	\$0.00	\$2,266.90
E000-E06	Contract Services	\$12,421.50	\$0.00	\$12,421.50
E000-E12	Medicare	\$4.45	\$0.00	\$4.45
Total		\$15,000.00	\$0.00	\$15,000.00

<u>E29 CO-21 Covid Response Supplemental</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E01	Salaries	\$161,000.00	\$35,874.61	\$196,874.61
E000-E02	Supplies	\$45,023.81	-\$9,969.39	\$35,054.42
E000-E05	Utilities	\$2,160.00	-\$2,160.00	\$0.00
E000-E07	Mileage/Expense	\$675.00	\$677.49	\$1,352.49
E000-E09	Advertising/Printing	\$4,500.00	-\$3,356.99	\$1,143.01
E000-E10	PERS	\$22,540.00	\$9,163.78	\$31,703.78
E000-E11	Workers Compensation	\$600.00	-\$445.52	\$154.48
E000-E12	Medicare	\$2,334.50	\$306.61	\$2,641.11
E000-E15	Health Insurance	\$76,166.69	-\$16,298.36	\$59,868.33
Total		\$315,000.00	\$13,792.23	\$328,792.23

<u>E30 Vaccine Needs Assessment</u>		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
E000-E02	Supplies	\$13,278.07	\$0.00	\$13,278.07
E000-E03	Equipment	\$6,676.00	\$0.00	\$6,676.00



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E000-E06	Contract Service	\$45.93	\$0.00	\$45.93
	Total	\$20,000.00	\$0.00	\$20,000.00

		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
<u>E31 Enhanced Operations</u>				
E000-E01	Salaries	\$76,815.00	-\$60,999.16	\$15,815.84
E000-E02	Supplies	\$9,337.12	-\$6,123.57	\$3,213.55
E000-E05	Utilities	\$1,080.00	-\$1,080.00	\$0.00
E000-E07	Mileage/Expense	\$900.00	-\$810.00	\$90.00
E000-E10	PERS	\$10,754.06	-\$8,630.57	\$2,123.49
E000-E12	Medicare	\$1,113.82	-\$914.03	\$199.79
E000-E15	Health Insurance	\$0.00	\$4,250.05	\$4,250.05
	Total	\$100,000.00	-\$74,307.28	\$25,692.72

		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
<u>E32 CT Contact Tracing Grant</u>				
E000-E01	Salaries	\$24,536.75	\$0.00	\$24,536.75
E000-E02	Supplies	\$580.78	\$0.00	\$580.78
E000-E07	Mileage/Expense	\$603.57	\$0.00	\$603.57
E000-E10	PERS	\$2,688.22	\$0.00	\$2,688.22
E000-E12	Medicare	\$249.12	\$0.00	\$249.12
E000-E15	Health Insurance	\$1,341.56	\$0.00	\$1,341.56
	Total	\$30,000.00	\$0.00	\$30,000.00

		<u>Present</u>	<u>Adjustment</u>	<u>New</u>
		<u>Allocation</u>		<u>Allocation</u>
<u>E33 VE-21 Vaccine Equity and Support</u>				
E000-E02	Supplies	\$42,000.00	-\$39,201.98	\$2,798.02
E000-E03	Equipment	\$5,000.00	-\$5,000.00	\$0.00
E000-E06	Contract Services	\$3,000.00	-\$3,000.00	\$0.00
	Total	\$50,000.00	-\$47,201.98	\$2,798.02

Expense Fund Total \$1,711,554.83 -\$321,239.27 \$1,336,670.43

Adele asked about the significant adjustments to E14 PHEP and if that program did not go as intended. Bonnie explained, as noted on the December 2021 balance sheet, John Carr's 10.1 deliverable was denied by ODH. After resubmission, the deliverable content was denied a second time and we were not paid for deliverable 10.1 in the amount of \$8,820.00. John's entire awarded budget was expensed, so the \$8,820.00



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had to be adjusted from PHEP to District Health so the balance sheet would not show a negative fund balance in E14 PHEP.

Adele questioned what happens to that funding in this upcoming year. Bonnie stated John has deadlines to meet. If he does not meet submission deadlines and deliverables are disapproved, John has until the end of his grant cycle to resubmit deliverables. John must complete deliverables with enough time remaining for ODH to disapprove or approve resubmissions. Once ODH approves each deliverable, we can begin expensing and await payment from ODH.

Adele asked Garen if he had a conversation with Dr. Pendleton regarding this instance. Garen stated this specific conversation concerning deliverable 10.1 had not been discussed with Dr. Pendleton but they have discussed similar. Garen stated John's PHEP grant leaned a lot on Covid19 response this year and essentially, he was not able to meet the extension deadline due to being out of the office after surgery. Garen stated the PHEP grant renews every year and John has opportunity to make 100% of his deliverables.

Adele told Garen to make it a priority to have conversations with Dr. Pendleton about the PHEP program and how the work is getting done so we do not have a repeat of unmet deliverables.

Bonnie added that when John comes in to ask for purchasing, Bonnie will redirect John to Garen, and purchases will be made upon Garen's approval. John's allotted funding will not be spent until deliverables are approved by ODH.

Kent Murray motioned to approve expense adjustments as presented, seconded by Dr. Dan Jones, all voted yes, motion carried; Ayes: All Nays: None

New Business

The Cash Balance Report and the Auditor's Financial Report for month ending December 31, 2021 were presented to the Board of Health members for discussion and viewing as follows:

1. Revenue received totaled \$86,537.02
2. Expenses paid totaled: \$126,347.47
3. December 31, 2021 ending balance: \$1,578,890.92



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CASH BALANCE REPORT

Report Period: December 2021

Program	Carryover Balance	Revenue		Expenses		Balance
		M-T-D	Y-T-D	M-T-D	Y-T-D	
E001-E01 District Health	\$978,409.17	\$3,067.94	\$82,459.29	\$85,446.00	\$564,344.83	\$1,282,703.10
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$786,179.47	\$0.00	\$0.00	
E001-E02 Private Water	\$10,393.66	\$400.00	\$12,979.00	\$275.00	\$13,240.79	\$10,131.87
E001-E03 Food Service	\$10,656.84	\$0.00	\$35,361.02	\$8,650.58	\$34,112.41	\$11,905.45
E001-E04 Pools	\$0.00	\$0.00	\$580.00	\$0.00	\$0.00	\$580.00
E001-E06 Camps	\$630.83	\$0.00	\$5,806.25	\$211.12	\$5,914.20	\$522.88
E001-E07 Tattoo	\$0.00	\$150.00	\$360.00	\$0.00	\$0.00	\$360.00
E001-E11 Septics	\$4,675.90	\$0.00	\$31,819.85	\$12.51	\$35,536.64	\$959.11
E001-E12 RHWP Grant	\$3,227.31	\$0.00	\$33,904.48	\$633.07	\$13,181.37	\$23,950.42
E001-E14 PHEP Grant	\$16,320.58	\$0.00	\$71,104.28	<u>-\$3,188.42</u>	\$51,849.94	\$35,574.92
E001-E17 WPCLF Program	\$2,311.00	\$38,561.70	\$59,526.70	\$9,450.00	\$24,542.50	\$37,295.20
E001-E18 WIC Grant	\$8,274.71	\$12,702.40	\$94,066.96	\$5,416.26	\$92,160.32	\$10,181.35
E001-E22 Cribs for Kids - MCH	\$7,971.88	\$0.00	\$0.00	\$0.00	\$148.72	\$7,823.16
E001-E24 Veggie U Program - MCH	\$3,034.09	\$0.00	\$0.00	\$0.00	\$89.72	\$2,944.37
E001-E26 CO20 Covid Response Grant	\$7.66	\$0.00	\$8,612.56	\$0.00	\$3,320.22	\$5,300.00
E001-E27 CT20 Contact Tracing Grant	\$1,297.52	\$0.00	\$90,428.95	\$0.00	\$61,026.47	\$30,700.00
E001-E28 Stigma Reduction Initiative	\$15,000.00	\$30,000.00	\$60,000.00	\$0.00	\$15,000.00	\$60,000.00
E001-E29 CO21 Covid Response Grant	\$173,792.23	\$0.00	\$155,000.00	\$19,441.35	\$328,792.23	\$0.00
E001-E30 Vaccine Needs Assessment	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00
E001-E31 Enhanced Operations	\$0.00	\$1,654.98	\$25,692.72	\$0.00	\$25,692.72	\$0.00
E001-E32 CT21 Contact Tracing	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	\$0.00
E001-E33 VE21 Vaccine Equity & Support	\$0.00	\$0.00	\$50,000.00	\$0.00	\$2,798.02	\$47,201.98
E001-E34 Transfer In	\$0.00	\$0.00	\$10,757.11	\$0.00	\$0.00	\$10,757.11
Grand Total	\$1,236,003.38	\$86,537.02	\$1,664,638.64	\$126,347.47	\$1,321,751.10	\$1,578,890.92
	R	R	R	R	R	R

E001-E14 PHEP Grant deliverable 10.1 for \$8,820.00 from Grant Fiscal Year 07/01/2020 - 12/31/2021 was not approved by ODH Sheronda Baker.

This amount was adjusted out of the PHEP Grant and charged to District Health .

Dr. Dan Jones motioned to accept the financial report as presented and that the report be filed for audit, Kent Murray seconded the motion, all voted yes, motion carried. Ayes: All Nays: None

An updated voucher report (which included two additional supply Postmaster vouchers in the amounts of \$40.00 and \$580.00) for period 12/17/2021 – 01/20/2022 was presented to board members for viewing and approval in the total amount of \$45,252.38 as follows: Supplies: \$1,043.90; Utilities: \$1,329.49; Contract Services: \$38,196.55; Mileage/Expenses: \$384.92; Advertising and Printing: \$52.00; State Fees: \$3,948.52; Insurance/License: \$117.00 and Dues/Fees \$180.00.

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



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Bonnie presented January 2022 Regular Purchase Orders to the Board of Health for viewing and approval in the amount of \$39,099.94 as follows:

PO Number	Code	Description	Amount
22-359	E000-E05	Utilities - Frontier	\$269.86
22-360	E000-E05	Utilities - Frontier	\$60.73
22-361	E000-E05	Utilities - Verizon	\$48.90
22-362	E000-E06	Contract Service - Charter Communications	\$139.39
22-363	E000-E06	Contract Service - Borden Office Equip.	\$209.02
22-364	E000-E06	Contract Service - Charter Communications	\$254.99
22-365	E000-E06	Contract Service - Stericycle	\$46.25
22-366	E000-E06	Contract Service - Ream & Haager	\$75.00
22-367	E000-E06	Contract Service - Ream & Haager	\$50.00
22-368	E000-E06	Contract Service - RTC Contract Inc.	\$18,747.00
22-369	E000-E05	Utilities - Renea Riesen	\$950.00
22-370	E000-E06	Contract Service - RTC Contract Inc.	\$13,643.00
22-371	E000-E13	State Fees - Treasurer, State of Ohio	\$3,433.52
22-372	E000-E02	Supplies - McKesson	\$402.15
22-373	E000-E21	Dues/Fees - CLIA Laboratory Program	\$180.00
22-374	E000-E02	Supplies - Water Transport	\$21.75
22-375	E000-E06	Contract Service - Fenner Corporation	\$171.18
22-376	E000-E06	Contract Service - Executech	\$173.25
22-377	E000-E06	Contract Service - Ream & Haager	\$50.00
22-378	E000-E06	Contract Service - Borden Office Equip.	\$173.95

Adele asked for details about RTC Contract Inc. Bonnie stated RTC Contract Inc. is a contract company from the WPCLF program. Erika included RTC installs septic systems and is based out of Tuscarawas County.

Dr. Dan Jones motioned to approve regular purchase orders as presented, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

With no further discussion, Dr. Dan Jones motioned to approve the Fiscal portion of the consent agenda, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Environmental Report:

The Environmental Division’s Consent Agenda Report was submitted for Board review. (see attached report).

Discussion:

Erika presented four resolutions for board approval:



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Resolution 2022-124 whereas the Harrison County Board of Health Board awards contract #2021-01 Bill Walker and Andy Hill (Designer) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner Sarah King 48620 Cadiz-Harrisville Rd. Cadiz, OH 43907 with funding tier 100% - total contract \$990.00 and portion funded \$990.00.

Dr. Dan Jones motioned to accept Resolution 2022-124, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Resolution 2022-125 a resolution authorizing Erika Battistel to apply for, accept, and enter into a water pollution control loan fund agreement on behalf of the Harrison County General Health District for the repair and replacement of home sewage treatment systems.

Dr. Dan Jones motioned to accept Resolution 2022-125, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Resolution 2022-126 whereas the Harrison County Board of Health Board awards contract #2021-02 Mansell Theaker & Son Excavating (Service Provider) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner Mark Adams 45877 Old Hopedale Rd. Cadiz, OH 43907 with funding tier 100% - total contract \$105.00 and portion funded \$105.00.

Kent Murray motioned to accept Resolution 2022-126, seconded by Dr. Dan Jones, all voted yes, motion carried. Ayes: All Nays: None

Resolution 2022-127 whereas the Harrison County Board of Health Board awards contract #2021-03 Mansell Theaker & Son Excavating (Service Provider) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner Shylo Tanner 46180 Old Hopedale Rd. Cadiz, OH 43907 with funding tier 100% - total contract \$105.00 and portion funded \$105.00.

Dr. Dan Jones motioned to accept Resolution 2022-127, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

The 2022 Harrison County Health Fees for Service were presented for a second reading based on the cost methodology report. Administrator Garen Rhome stated no motion was needed for the second reading.

Garen asked Erika to estimate how many properties/systems the WPCLF program has helped throughout the county. Erika stated the number was far greater than fifty and more individuals are taking advantage of the program. Kent asked what kind of problems the funding could be used for and if full replacements were common. Erika detailed items such as leaching, tanks, entire system replacements, etc.

With no further discussion, Kent Murray motioned to approve the Environmental Division portion of the consent agenda, seconded by Dr. Dan Jones, all voted yes, motion carried. Ayes: All Nays: None



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Accreditation:

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

Leann updated the board that PHAB's Carrie Thomas reached out and scheduled the department for a virtual test of the zoom platform on February 16th. Adele asked if accreditation flash drives made their way to board members and everyone confirmed they received flash drives.

With no further discussion, Dr. Dan Jones motioned to approve the Accreditation portion of the Consent Agenda, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Administration Report:

The Administration report was submitted for Board review. (see attached report)

Garen discussed the Community Health Assessment (CHA) and its importance to help identify the top three priorities for the Community Health Improvement Plan (CHIP). Adele asked how and where the community assessment survey is circulated. Garen stated the survey is currently on the department's website and Facebook page. Leann stated the Community Health Improvement committee helped select survey questions and will help distribute surveys throughout the county. Leann stated she plans to mail and hand-deliver packets of surveys that include Health Department self-addressed, stamped envelopes so the public can easily return.

Garen informed the board that Monday March 7th will be the annual District Advisory Council (DAC) meeting. The DAC meeting is where the department's health district annual report is presented. Garen stated Melissa Powers' five-year term as board member is up. Melissa has expressed interest in returning and Garen will recommend the DAC reappoint Melissa to another term.

Garen informed the board that Kate Sedgmer informed him that she desires to move on from the board of health due to a new role and responsibilities with the Jefferson County Chamber of Commerce. Garen stated Kate recommended community member Taylar Chaney as a potential lead for the vacant position.

Garen stated 20% of the county has tested positive for covid19 throughout the pandemic and over 2% of the population is currently positive.

Adele asked if many of the cases were pediatric and how the school was responding. Teresa stated the current protocol that Harrison Hills follows is a student must quarantine for five days and the student may return to school on day six if the student has a negative result and wears a mask.

Teresa stated, overall, although we are seeing cases in juvenile school children, students are not catching the virus at school; nearly all juvenile cases are a result of in-home exposure. December and current numbers also reflect outbreaks among staff and residents in all four long-term care facilities.



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With no further discussion, Dr. Dan Jones motioned to approve the Administration portion of the Consent Agenda, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Adele Mason moved to enter executive session at 1:52pm to discuss compensatory time. Garen Rhome, Administrator and Bonnie Snider, Fiscal Officer were asked to remain with the board in executive session. Roll call to vote to enter executive session:

Mrs. Adele Mason yes
Dr. Dan Jones yes
Kent Murray yes


The Board of Health exited executive session at 1:55pm.

Dr. Dan Jones motioned to approve the payout of Teresa Koniski’s compensatory time balance down to zero hours at 1.5 times her 2021 ending hourly rate. Kent Murray seconded the motion. Roll call vote to pass the motion:

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

With no further discussion or business brought before the board, Dr. Dan Jones motioned to adjourn at 1:57pm, seconded by Kent Murray, all voted yes, motion carried.

Respectfully submitted,



President

Date: 2/24/22

Vice President

Date: _____

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

Date: _____