



**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 March 25<sup>th</sup>, 2021**

The regular scheduled Board of Health Meeting for March 18, 2021 was rescheduled to March 25, 2021 as advertised online via Facebook.

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 1:06 PM.

**Board Members Present:**

Mrs. Adele Mason  
Ms. Melissa Powers  
Mrs. Kate Sedgmer  
Mr. Kent Murray

**Absent:**

Dr. Dan Jones

**Staff Members and Other Members Present:**

Dr. Scott Pendleton, Health Commissioner  
Garen Rhome, Administrator  
Leann Cline, PHAB Accreditation Coordinator  
Katie Norris, Fiscal Officer in Training  
Erika Battistel, Director of Environmental  
Teresa Koniski, RN

**Approval of Minutes:**

The previous minutes from February 18, 2021 were motioned for approval by Kate Sedgmer. Kent Murray seconded the motion: all voted yes; motion carried. Ayes: All, Nays: None

**Vital Statistics and Public Nursing Report:**

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

Teresa confirmed 1,400 covid19 vaccines were administered in the month of February. Garen stated all county providers, including the Health Department, administered close to 3,600 first doses with an additional approximate 2,200 receiving both first and second doses.



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

**Financial Report:**

The Cash Balance Report and the Auditor’s Financial Report for month ending February 28, 2021 were presented to the Board of Health members for discussion and viewing as follows:

1. Revenue received totaled \$82,967.72
2. Expenses paid totaled: \$124,733.04
3. February 28, 2021 ending balance: \$1,108,344.54

CASH BALANCE REPORT						
Report Period: February 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	\$3,132.58	\$7,835.19	\$36,176.11	\$94,627.37	\$891,616.99
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E001-E02 Private Water	\$10,393.66	\$1,342.00	\$1,792.00	\$1,776.67	\$4,066.67	\$8,118.99
E001-E03 Food Service	\$10,656.84	\$16,596.02	\$16,596.02	\$1,829.38	\$1,857.38	\$25,395.48
E001-E04 Pools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E001-E06 Camps	\$630.83	\$0.00	\$0.00	\$0.00	\$0.00	\$630.83
E001-E11 Septics	\$4,675.90	\$4,308.60	\$10,650.60	\$2,376.29	\$3,051.89	\$12,274.61
E001-E12 RHWP Grant	\$3,227.31	\$2,556.67	\$7,670.01	\$1,592.99	\$3,488.40	\$7,408.92
E001-E14 PHEP Grant	\$16,320.58	\$600.00	\$600.00	\$5,494.60	\$11,269.42	\$5,651.16
E001-E17 WPCLF Program	\$2,311.00	\$1,234.00	\$1,659.00	\$850.00	\$850.00	\$3,120.00
E001-E18 WIC Grant	\$8,274.71	\$10,524.88	\$17,925.17	\$8,043.53	\$18,568.41	\$7,631.47
E001-E22 Cribs for Kids - MCH	\$7,971.88	\$0.00	\$0.00	\$8.20	\$67.60	\$7,904.28
E001-E24 Veggie U Program - MCH	\$3,034.09	\$0.00	\$0.00	\$0.00	\$0.00	\$3,034.09
E001-E26 CO20 Covid Response Grant	\$7.66	\$0.00	\$1,058.74	\$3,303.06	\$3,303.06	-\$2,236.66
E001-E27 CT20 Contact Tracing Grant	\$1,297.52	\$22,672.97	\$52,706.94	\$35,873.29	\$58,546.26	-\$4,541.80
E001-E28 Stigma Reduction Initiative	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00
E001-E29 CO21 Covid Response Grant	\$173,792.23	\$0.00	\$0.00	\$18,076.23	\$57,123.36	\$116,668.87
E001-E30 Vaccine Needs Assessment	\$0.00	\$20,000.00	\$20,000.00	\$5,884.31	\$5,884.31	\$14,115.69
E001-E31 Enhanced Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E001-E32 CT21 Contact Tracing	\$0.00	\$0.00	\$0.00	\$3,448.38	\$3,448.38	-\$3,448.38
<b>Grand Total</b>	<b>\$1,236,003.38</b>	<b>\$82,967.72</b>	<b>\$138,493.67</b>	<b>\$124,733.04</b>	<b>\$266,152.51</b>	<b>\$1,108,344.54</b>
		R	R	R	R	R

With no questions, Kate Sedgmer 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

The voucher report for period 02/19/2021 – 03/25/2021 was presented to board members for viewing and approval in the total amount of \$31,161.51 as follows: Supplies: \$16,299.22; Utilities: \$2,877.21; Contract Services: \$9,251.62; Mileage/Expenses: \$747.61; State Fees: \$1,921.50 and Contingencies: \$64.35.



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Katie updated the board that vouchers including “move to enhanced operations program” were taken out of the District Health fund program until the funding was received and credited to the Enhanced Operations program fund.

Adele asked if the Wheeling Tent and Awning rentals were being moved to Enhanced Operations. Garen stated the first two vouchers for Wheeling Tent and Awning reflected needing moved to Enhanced Operations but the third voucher does not, so we will investigate and confirm which tent rental vouchers need moved.

Vouchers presented were approved upon a motion by Kate Sedgmer, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None

Katie presented March Purchase Orders to the Board of Health for viewing and approval in the amount of \$118,788.98 as follows:

<b>March 2021 Purchase Orders</b>				
<b>PO Number</b>	<b>Code</b>	<b>Description</b>	<b>Amount</b>	<b>PO Type</b>
21-179	E000-E02	Supplies - Capital One	\$188.98	Regular
21-180	E000-E05	Utilities	\$7,000.00	Blanket
21-181	E000-E13	State Fees	\$6,000.00	Blanket
21-182	E000-E02	Supplies	\$20,000.00	Blanket
21-183	E000-E03	Equipment	\$10,000.00	Blanket
21-184	E000-E06	Contract Services	\$15,000.00	Blanket
21-185	E000-E06	Contract Services	\$15,000.00	Blanket
21-186	E000-E06	Contract Services	\$13,500.00	Blanket
21-187	E000-E07	Mileage/Expense	\$3,500.00	Blanket
21-188	E000-E09	Advertising/Printing	\$300.00	Blanket
21-189	E000-E14	Contingencies	\$500.00	Blanket
21-190	E000-E17	Insurance/License	\$3,200.00	Blanket
21-191	E000-E21	Dues/Fees	\$400.00	Blanket
21-192	E000-E22	Promotional Items	\$1,500.00	Blanket
21-193	E000-E02	Supplies - Wheeling Tent and Awning	\$2,700.00	Regular
21-194	E000-E02	Supplies	\$20,000.00	Blanket
		<b>Purchase Order Total:</b>	<b>\$118,788.98</b>	

Kate Sedgmer motioned to approve purchase orders as presented, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None



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Katie presented the Notice of Award for Covid-19 Vaccine Needs Assessment to the board for approval of increasing appropriation in Line Item E000-E02 for Supplies:

Date: March 4<sup>th</sup>, 2021

To: Harrison County Commissioners,

The Harrison County Health District received a Notice of Award for Covid-19 Vaccine Needs Assessment in the amount of \$20,000.00, see attached Notice of Award.

- o Please **increase** appropriations in the following General Fund Line Item(s)

**Line Item: E001**

Amount	Line Item	Line Item Description
\$20,000.00	E000-E02	Supplies

Thank You,  
Bonnie Snider, Fiscal Officer  
Harrison County General Health District

Teresa provided an update on the Vaccine Needs Assessment Grant. Ohio Department of Health asked our department to complete a five-page survey and would present us the \$20,000.00. No specific requirements exist other than submitting a final expenditure report at month’s end.

After brief discussion, Melissa Powers motioned to approve increasing appropriation in line item E000-E02 for Supplies, seconded by Kate Sedgmer, all voted yes, motion carried. Ayes: All Nays: None

With no further discussion, Kent Murray motioned to approve the Fiscal portion of the consent agenda, seconded by Kate Sedgmer 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 stated the Environmental Division has kept busy by helping with the covid19 vaccination clinics and that Midwest conferences with ODH in Columbus have been canceled for 2021.

Adele: What is the deadline on continuing education, will department members be able to meet the deadline?

Erika: Most continuing education credits are completed during the conferences, but Ohio Department of Agriculture and Health are offering numerous online trainings to help toward meeting the deadline.



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Erika stated the Ohio Department of Agriculture reached out for data showing the actual number of food inspections completed compared to the number supposed to be completed. The department has had issues with the Health Space system and trying to find the number of completed inspections. Erika explained Health Space does not give a clear-cut number of completed inspections.

Garen added that Ohio likes to ask for data but does not give data in return.

Garen and Erika updated the board regarding an individual who became upset with the Environmental department over the sewage system on his property. Mr. John Ralston of 79555 Freeport Tippecanoe Rd. contacted the Health Department because his bank instructed him to have a loan evaluation completed. After administering dye, the result showed dye pulling toward an area of his yard. Mr. Ralston argued the dye pulled to that certain area because of simple greywater; however, the Environmental team explained all greywater systems must be tied into the septic system.

Adele made sure the Environmental team knew to ask for back-up if ever needed.

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

**Accreditation:**

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

Leann reported PHAB granted a ninety-day extension for submission making July 19, 2021 the new deadline. PHAB released new guidance that will allow us to use some WIC documents, QI projects and others that were not originally approved. Leann stated domain leads have begun submitting rework items for upload.

With no further discussion, Kate Sedgmer 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 updated the board that Harrison County is seeing fewer and fewer covid19 cases. Ohio is just under administering three-million vaccines. Harrison County is approaching approximately 3,500 vaccines administered.





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Garen briefly discussed Senate Bill 22 and how legislature now has some control to limit Governor DeWine's state of emergency declarations. Bill 22 also takes a lot of local Health Departments' power out of issuing quarantine notices. Garen stated the bill is a big blow to Public Health in Ohio and a big strike against our authority and ability to continue to protect the public health of Ohio and Harrison County residents. Senate Bill 22 takes effect in ninety days and we will see where it will go from here.

Dr. Pendleton: Senate Bill 22 involves TB quarantine and any quarantine?

Garen: Yes, any communicable disease. You now must be diagnosed with the disease or be a contact of someone who is diagnosed with the disease.

Adele: Does a positive test result equal being medically diagnosed?

Garen: That will most likely be in the guidance and something we will come to learn as we approach the ninety days when Bill 22 takes effect.

With no further business brought before the board, Kent Murray motioned to adjourn at 2:05pm, seconded by Kate Sedgmer, all voted yes, motion carried.

Respectfully submitted,

*Adele Mason*  
President

Date: 3/25/21

\_\_\_\_\_  
Vice President

Date: \_\_\_\_\_

*Scott Pendleton*

Date: 3/25/21

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