



**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 April 15<sup>th</sup>, 2021**

**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 1:00 PM.

**Board Members Present:**

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

**Absent:**

Ms. Melissa Powers

**Staff Members and Other Members Present:**

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

**Absent:**

Scott Pendleton, Health Commissioner

**Approval of Minutes:**

The previous minutes from March 25, 2021 were motioned for approval by Dr. Dan Jones. Kate Sedgmer 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 March were submitted for Board review. (see attached report).

Adele asked for an update on the WIC move. Garen stated he is meeting with Commissioners Monday, April 19<sup>th</sup> as another attempt in moving agencies around in the Government Center to make free room for WIC to be under the same roof. A further update will be provided at the weekly leadership meeting.

Adele: Do we have a total number of Harrison County’s administration of both first and second vaccine doses?



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Garen showcased Ohio’s public dashboard of vaccine reporting. In Harrison County, approximately 27.95% (roughly 4,203 individuals) received first doses whereas approximately 20.5% (roughly 3,095 individuals) completed the vaccine process.

Kent: Is the county using all the vaccine it receives?

Garen: In the last two weeks we have seen interest slow among eligible populations. After speaking with local individuals and peers, it seems some interest has declined due to hesitancy brought on by conspiracy theories. The department has approximately 700 doses of vaccine on hand in case another Ohio entity needs vaccine in an emergency.

With no further discussion, Dr. Dan Jones 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 March 31, 2021 were presented to the Board of Health members for discussion and viewing as follows:

1. Revenue received totaled \$77,443.37
2. Expenses paid totaled: \$100,580.49
3. March 31, 2021 ending balance: \$1,085,207.42

CASH BALANCE REPORT						
Report Period: March 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	\$6,603.23	\$14,438.42	\$52,172.66	\$146,800.03	\$846,047.56
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E001-E02 Private Water	\$10,393.66	\$414.00	\$2,206.00	\$1,326.82	\$5,393.49	\$7,206.17
E001-E03 Food Service	\$10,656.84	\$13,349.50	\$29,945.52	\$3,458.65	\$5,316.03	\$35,286.33
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	\$5,156.00	\$15,806.60	\$2,396.70	\$5,448.59	\$15,033.91
E001-E12 RHWP Grant	\$3,227.31	\$0.00	\$7,670.01	\$1,038.10	\$4,526.50	\$6,370.82
E001-E14 PHEP Grant	\$16,320.58	\$450.00	\$1,050.00	\$3,981.60	\$15,251.02	\$2,119.56
E001-E17 WPCLF Program	\$2,311.00	\$0.00	\$1,659.00	\$425.00	\$1,275.00	\$2,695.00
E001-E18 WIC Grant	\$8,274.71	\$8,043.53	\$25,968.70	\$8,485.49	\$27,053.90	\$7,189.51
E001-E22 Cribs for Kids - MCH	\$7,971.88	\$0.00	\$0.00	\$71.28	\$138.88	\$7,833.00
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	\$7,553.82	\$8,612.56	\$0.00	\$3,303.06	\$5,317.16
E001-E27 CT20 Contact Tracing Grant	\$1,297.52	\$35,873.29	\$88,580.23	\$0.00	\$58,546.26	\$31,331.49
E001-E28 Stigma Reduction Initiative	\$15,000.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$12,000.00
E001-E29 CO21 Covid Response Grant	\$173,792.23	\$0.00	\$0.00	\$18,385.57	\$75,508.93	\$98,283.30
E001-E30 Vaccine Needs Assessment	\$0.00	\$0.00	\$20,000.00	\$2,512.48	\$8,396.79	\$11,603.21
E001-E31 Enchanced Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E001-E32 CT21 Contact Tracing	\$0.00	\$0.00	\$0.00	\$3,326.14	\$6,774.52	-\$6,774.52
<b>Grand Total</b>	<b>\$1,236,003.38</b>	<b>\$77,443.37</b>	<b>\$215,937.04</b>	<b>\$100,580.49</b>	<b>\$366,733.00</b>	<b>\$1,085,207.42</b>
		R	R	R	R	R



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With no questions, 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

The voucher report for period 03/19/2021 – 04/15/2021 was presented to board members for viewing and approval in the total amount of \$50,826.44 as follows: Supplies: \$18,343.50; Equipment: \$8,826.38 Utilities: \$1,551.10; Contract Services: \$16,962.47; Mileage/Expenses: \$677.70; Advertising & Printing: \$34.94; State Fees: \$4,126.00; Contingencies: \$64.35 and Dues/Fees: \$240.00.

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

Bonnie presented the General Property Tax distribution for District Health. A gross amount of \$552,941.04 with \$10,300.36 deductions totaled a net distribution of \$542,640.68 which will show on the April cash balance sheet.

Adele: Do we get this distribution twice a year and will the amount be the same?

Bonnie: Distribution occurs twice a year and the amounts are not the same.

Bonnie presented April Purchase Orders to the Board of Health for viewing and approval in the amount of \$6,393.12 as follows:

PO Number	Code	Description	Amount	PO Type
21-195	E000 - E13	State Fees/Bal. Owed Treas. State of Ohio	\$1,393.12	Then/Now
21-196	E000 - E13	State Fees	\$5,000.00	Blanket
<b>Purchase Order Total</b>			<b>\$6,393.12</b>	

Adele: What is a “then and now” purchase order?

Bonnie: A “then and now” purchase order is created and used after an original purchase order runs out of money.

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



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Bonnie presented the Notice of Award revision for the CO-21 grant:

Date: April 15<sup>th</sup>, 2021

To Harrison County Auditor,

The Harrison County General Health District has received a Notice of Award (revision 04/07/21) for the CO-21 Covid Response Supplemental Grant in the total amount of \$315,000.00. We received \$200,000.00 of the original Notice of Award dated 11/12/2020 in the year 2020.

**Revenue Code: R0220-E001-E29**

Fund Name: CO-21 Response Supplemental

- o Please **increase** estimated revenue in the following Special Revenue Line Item(s).

**Fund:** E29: CO-21 Response Supplemental

<b>Amount</b>	<b>Line Item</b>	<b>Line Item Description</b>
<b>\$115,000.00</b>	E001-E29	Allocation Disbursement Awarded 04/07/21

Thank You,  
Bonnie Snider, Fiscal Officer  
Harrison County Health Department

Kate Sedgmer motioned to approve increasing estimated revenue in line item E001-E29 for CO-21 Response Supplemental, seconded by Kent Murray, 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 presented **Resolution 2021-109** for board approval whereas The Harrison County Board of Health Board awards contract #2020-01 to Jeff Crall (Installer) for the proposal(s) submitted and accepted for the repair and or/ replacement of residential sewage treatment system: homeowner Terri Boggs 42040 Old Jewett Rd. Jewett, OH. Funding Tier 85% - total Contract \$10,175.00 with portion funded \$8,648.75.

With no questions, Kent Murray motioned to accept Resolution 2021-109, seconded by Kate Sedgmer, all voted yes, motion carried. Ayes: All Nays: None



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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 she photographed staff and received many biographies; however, board members still need to submit their photos and biographies. Weekly meetings with staff are being conducted to stay on track.

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 brought forward a request that the board approve a donation of an older model clinic fridge and freezer to Harrison Hills City School District.

With no questions, Kate Sedgmer motioned to approve the donation to Harrison Hills City School District, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Garen briefed the board on an opportunity to vaccinate sixteen- and seventeen-year-old individuals with the help of Change Inc. out of Wintersville. Change Inc. has a mobile unit they would bring to the county and conduct the entire vaccination process. The health department would provide letters and remaining paperwork to the schools.

The board was provided with a death rate chart from 1970 to 2020. Garen went over the data and shared how 2020 had a significant, and the highest total, death rate. Harrison County does have a Harrison County Substance Abuse Coalition that was gaining speed up until the pandemic. Teresa stated the Coalition still meets monthly, hoping to get traction and do more proactive things to help residents. Garen discussed Spring drug take-back days as effort to help residents get unused drugs from their homes.

Adele asked if the Harrison County Coalition is reaching out and working alongside the schools. Teresa confirmed Mrs. Dana Snider, HHCS D Superintendent, attends meetings. The Health Department and Harrison Hills have worked together regarding vaping and tobacco use.

Garen stated he and Teresa met with Laura Ott, current WIC employee, regarding her interest in acquiring more hours in the work week. With Erin McKenna being a full-time Infection Prevention RN, the possibility of Laura working more hours may take some workload off Teresa's shoulders.



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

With no further business brought before the board, Kate Sedgmer motioned to adjourn at 1:58pm, seconded by Kent Murray, all voted yes, motion carried.

Respectfully submitted,

Adelle Mason  
President

Date: 4/15/21

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

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

\_\_\_\_\_  
Dr. Scott Pendleton, DVM, Health Commissioner

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

Garen Rhome  
Garen Rhome, Administrator

Date: 4/15-21