



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 June 17th, 2021

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

Call to Order: Vice President Dr. Dan Jones called the meeting to order at 1:04 PM.

Board Members Present:

Dr. Dan Jones
Ms. Melissa Powers
Mr. Kent Murray
Mrs. Kate Sedgmer

Absent:

Mrs. Adele Mason

Staff Members and Other Members Present:

Dr. Scott Pendleton, Health Commissioner
Garen Rhome, Administrator
Leann Cline, Accreditation Coordinator
Bonnie Snider, Fiscal Officer
Erika Battistel, Director of Environmental
Teresa Koniski, RN

Approval of Minutes:

The previous minutes from May 20, 2021 were motioned for approval by Kent Murray. Melissa Powers 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 May were submitted for Board review. (see attached report).

With no questions or discussion, Melissa Powers 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



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Financial Report:

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

1. Revenue received totaled \$37,223.85
2. Expenses paid totaled: \$102,452.25
3. May 31, 2021 ending balance: \$1,556,670.74

CASH BALANCE REPORT						
Report Period: May 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	\$12,114.08	\$29,045.50	\$24,875.33	\$213,698.11	\$1,348,196.02
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$554,439.46	\$0.00	\$0.00	
E001-E02 Private Water	\$10,393.66	\$300.00	\$3,434.00	\$1,225.86	\$8,058.44	\$5,769.22
E001-E03 Food Service	\$10,656.84	\$50.00	\$30,908.52	\$2,343.24	\$10,283.76	\$31,281.60
E001-E04 Pools	\$0.00	\$0.00	\$580.00	\$0.00	\$0.00	\$580.00
E001-E06 Camps	\$630.83	\$4,301.25	\$5,591.25	\$376.05	\$376.05	\$5,846.03
E001-E11 Septics	\$4,675.90	\$3,499.00	\$20,753.60	\$3,576.01	\$12,425.39	\$13,004.11
E001-E12 RHWP Grant	\$3,227.31	\$25.00	\$7,695.01	\$2,947.44	\$8,440.14	\$2,482.18
E001-E14 PHEP Grant	\$16,320.58	\$1,682.28	\$7,592.28	\$4,390.66	\$26,217.15	-\$2,304.29
E001-E17 WPCLF Program	\$2,311.00	\$0.00	\$1,659.00	\$0.00	\$1,275.00	\$2,695.00
E001-E18 WIC Grant	\$8,274.71	\$7,980.97	\$42,435.16	\$9,056.76	\$44,091.63	\$6,618.24
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	\$23.86	\$89.72	\$2,944.37
E001-E26 CO20 Covid Response Grant	\$7.66	\$0.00	\$8,612.56	\$0.00	\$3,303.06	\$5,317.16
E001-E27 CT20 Contact Tracing Grant	\$1,297.52	\$0.00	\$90,428.95	\$0.00	\$59,820.26	\$31,906.21
E001-E28 Stigma Reduction Initiative	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00
E001-E29 CO21 Covid Response Grant	\$173,792.23	\$0.00	\$80,000.00	\$43,809.55	\$135,722.95	\$118,069.28
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	\$3,945.13	\$3,945.13	\$871.07	\$4,816.20	-\$871.07
E001-E32 CT21 Contact Tracing	\$0.00	\$3,326.14	\$3,326.14	\$8,956.42	\$26,012.62	-\$22,686.48
E001-E33 VE21 Vaccine Equity & Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total	\$1,236,003.38	\$37,223.85	\$910,446.56	\$102,452.25	\$589,779.20	\$1,556,670.74
		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 05/21/2021 – 06/17/2021 was presented to board members for viewing and approval in the total amount of \$18,018.24 as follows: Supplies: \$4,189.98; Utilities: \$2,593.33; Contract Services: \$6,292.04; Mileage/Expenses: \$659.44; Advertising & Printing: \$979.01; State Fees: \$929.00 and Insurance/License: \$2,375.44.

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



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Bonnie presented June Purchase Orders to the Board of Health for viewing and approval in the amount of \$92,500.00 as follows:

PO Number	Code	Description	Amount	PO Type
21-201	E000 - E03	Equipment	\$12,000.00	Blanket
21-202	E000 - E06	Contract Service	\$15,000.00	Blanket
21-203	E000 - E06	Contract Service - WPCLF Program	\$25,000.00	Blanket
21-204	E000 - E06	Contract Service - Accreditation Service	\$13,500.00	Blanket
21-205 21-305	E000 - E07	Mileage/Expense	\$5,000.00	Blanket
21-206 21-206	E000 - E13	State Fees	\$5,000.00	Blanket
21-207 21-307	E000 - E14	Contingencies	\$7,000.00	Blanket
21-208 21-308	E000 - E17	Insurance/License	\$2,500.00	Blanket
21-209 21-309	E000 - E22	Promotional Items	\$1,500.00	Blanket
21-210 21-310	E000 - E19	Accreditation Fees	\$6,000.00	Blanket

Bonnie updated the board on a change in purchase order numbers. The courthouse reached out with information that another entity was using a same sequence of purchase order numbers and asked if our department could begin with number 21-305 and up instead of the original reported 21-205.

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

Bonnie discussed the Huntington Bank account, stating checks need ordered and the account only has a running balance of \$92.57. Bonnie asked for board approval of a dollar amount to be made out to Harrison County Health Department and then deposited in our account with Huntington to cover future expenses and fees.

Melissa Powers motioned to approve a total of \$200.00 be taken out of district health and deposited into the Huntington Bank account to cover future expenses and fees, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Due to Bonnie’s near-future retirement, the Board of Health discussed who is going to fulfill the sub-registrar position. Dr. Pendleton recommended the board appoint Katie Norris to the sub-registrar position.

Kent Murray moved to officially appoint Katie Norris as sub-registrar effective August 2, 2021, 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 Melissa Powers, 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)



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Discussion:

Garen and Erika briefed the board on a foodborne and waterborne outbreak associated with a recently held wedding. Thus far, we received information on two confirmed cases and await results for a third. A group of guests are coworkers and fifteen of twenty-one total employees reported off from work the next day due to experiencing symptoms associated with campylobacteriosis.

Erika presented one variance for board approval:

Terri Boggs' 1,500-gallon septic tank to 900 feet of leaching. Homeowner, Terri Boggs, thought her geothermal line came in on the side of the house but it comes in the front, so the schedule 40 pipe from the septic tank to the leach field will need to cross under the geothermal line. 3701-29-06(3)(a).

Kent Murray moved to approve the variance for Terri Boggs' 1,500-gallon septic tank schedule 40 pipe to cross under the geothermal line, seconded by Dr. Dan Jones, all voted yes, motion carried. Ayes: All Nays: None

Erika presented three resolutions for board approval:

Resolution 2021-111 whereas The Harrison County Board of Health Board awards contract #2020-03 Jeff Rice (Designer) for the proposal(s) submitted and accepted for the repair and or/replacement of residential sewage treatment systems: homeowner John Ralston of 79555 Freeport-Tippecanoe Rd. Tippecanoe, OH 44699 with funding tier 50% - total contract up to \$1,200.00 and portion funded up to \$600.00.

Dr. Dan Jones motioned to accept Resolution 2021-111, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Resolution 2021-112 whereas The Harrison County Board of Health Board awards contract #2020-04 Jeff Rice (Soil Scientist) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner William Curtis of 48640 Cadiz-Harrisville Rd. Cadiz, OH 43907 with funding tier 100% - total contract \$550.00 and portion funded \$550.00.

Dr. Dan Jones motioned to accept Resolution 2021-112, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None

Resolution 2021-113 whereas The Harrison County Board of Health Board awards contract #2020-05 Jeff Rice (Soil Scientist) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner Roy Hildreth of 79570 Arnold Rd. Cadiz, OH 43907 with funding tier 85% - total contract \$550.00 and portion funded \$467.50.

Kent Murray motioned to accept Resolution 2021-113, seconded by Dr. Dan Jones, all voted yes, motioned carried. Ayes: All Nays: None



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Dr. Pendleton asked Erika for an update on Fancy Meats. Erika explained she and Steve Merrick from Department of Agriculture are trying to educate Mr. Zordich. The retail side of his business falls under our health department's discretion while Steve Merrick and the agriculture team handle meat processing. Erika provided Mr. Zordich with various print resources with one document specifically focusing on labeling meat products.

With no further discussion, Dr. Dan Jones 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)

Dr. Pendleton asked Garen and Leann to provide board members with email information regarding a resolution of support for Suicide and Drug Fatality annual review. After brief discussion, Dr. Pendleton recommended the board support the resolution of the Suicide and Drug Fatality annual review. This is in relation to deaths from using illegal substances across the state. Further discussion will take place during July's meeting.

Leann discussed with the board the annual update of the Community Health Improvement Plan (CHIP), as well as updating the board on accreditation submission activities. Leann shared that department members still need to rework a little over sixty-five documents before the July 19th deadline.

Regular meetings of the Harrison County Community Health Improvement Committee (HCCHIC) and workgroups had been suspended throughout most of 2020 and the first half of 2021 due to the COVID-19 pandemic. The first meeting to reestablish the HCCHIC is scheduled for early July.

Some of the activities shared that have taken place to address the CHIP plan included:

Priority 1 Mental Health and Addiction

The HCGHD wrote for a grant to implement measures to combat stigmas associated with mental health issues and seeking mental health assisting services. With the grant funding, billboards, social media campaigns, along with flyers and promotional items were developed, implemented, and disseminated in the county. The utilization of this outreach campaign was to promote available services to Harrison County residents. In addition, the Harrison County Substance Abuse Prevention Coalition is focused on similar efforts to tackle Mental Health and Addiction stigma and providing additional services to Harrison County residents. Members of the health department serve on the committee.



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Priority 2 Chronic Disease

The HCGHD reenrolled to be a Breast and Cervical Cancer Project provider. The program provides free annual exams and mammograms to uninsured Harrison County residents that could help early detection of cancer. Community partnerships with Harrison Community Hospital and other supporting agencies are being established to promote community awareness to address Heart disease, Stroke, Alzheimer's disease, and Diabetes.

Priority 3 Obesity

The SilverSneakers program is in the final planning stages. The program is scheduled to kick off in late June 2021. The HCGHD will be partnering with Scott Memorial United Methodist Church, the Harrison Hills City School District and Harrison County Housing Authority to provide free senior citizen exercise programs. Also, the Veggie U program, an evidence based healthy eating program, was implemented in two Harrison County schools third grade classrooms in 2021 with great success.

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 updated the board on small walk-in Covid19 vaccine clinics held at Hopedale Fire Department. The department has roughly vaccinated forty individuals through the Hopedale walk-in clinic opportunity. Garen provided additional Covid19 vaccine data, highlighting approximately 5,100 Harrison County residents have received the Covid19 vaccine.

The department took delivery of the 20ft trailer mobile unit. The unit needs minor finishing touches, such as logos, and will mostly serve as a mobile clinic.

Garen stated the new WIC location is being rewired by Spectrum to provide internet service and the county is agreeable to get voice-over phones into the building.

Garen presented **Resolution 2021-114** that to protect the health, safety and overall well-being of Ohio's children and families and avoid disastrous consequences for the future of our state and the residents of Harrison County, the Harrison County Board of Health opposes the legislation known as Ohio HB 248-11.

Dr. Dan Jones motioned to accept Resolution 2021-114, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None



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Teresa presented proposals for modifications to current nursing department policies as well as introducing one new policy that was attached in the Nursing Division Consent Agenda.

The first proposal aims to address accessibility-related vaccination hesitancy among Harrison County residents by permitting nursing staff to administer car side vaccinations. With board approval, the policy and procedures will be added to the HCGHD's Vaccination Policy and Procedures manual. The goal is to assist residents who have mobility challenges or unable for any reason to ambulate to the clinic to receive all necessary and/or requested vaccinations.

The second policy proposal aims to address health inequities that often stem from poverty. The policy would state that the HCGHD's WIC program will refer all qualifying WIC participants to the Cribs for Kids program upon their first visit, or upon their first visit that that they qualify.

The third is an update to the Translation and Communication Services policy to include use of the SMOG tool to assist staff in the writing of reading level appropriate documents for public dissemination.

The last is a new policy addressing Health Equity.

Teresa requested funds to purchase school supplies for community outreach at the 2021 Back-To-School rally scheduled for August. Dr. Jones asked for a set amount and Teresa proposed up to \$700.00 total.

Dr. Dan Jones motioned to approve the purchasing up to \$700.00 of school supplies for community outreach, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

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



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With no further business brought before the board, Dr. Dan Jones motioned to adjourn at 2:07pm, seconded by Kent Murray, all voted yes, motion carried.

Respectfully submitted,

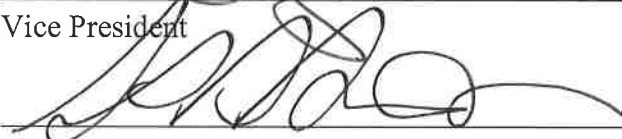
President

Date: _____



Vice President

Date: 6/17/21



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

Date: 6/17/21