



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 July 28, 2022

Meeting Location: Harrison County Health Department - Coal Room

Call to Order: Vice President Dr. Dan Jones called the meeting to order at 1:56 PM.

Board Members Present:

Dr. Dan Jones
Ms. Melissa Powers
Jayn Devney
Mr. Kent Murray

Absent:

Mrs. Adele Mason

Staff and Other Members Present:

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

Absent:

Dr. Scott Pendleton, Health Commissioner
Garen Rhome, Administrator

Approval of Minutes:

The previous minutes from June 16, 2022 were motioned for approval by Jayn Devney. 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 June were submitted for Board review. (see attached report).

Teresa stated July Lyme Cases were lower than the previous two years. Dr. Jones asked if Harrison County was still the leading county in Ohio for Lyme Disease cases. Teresa stated yes, Harrison County is still the epicenter while neighboring counties such as Jefferson and Belmont are seeing a spike in cases.

Dr. Jones asked Teresa what the State uses to determine a positive Lyme Disease test. Teresa stated most test results list Lyme Disease as being suspected or probable. Most results received by the Health Department are listed as probable. During a phone interview with the probable case, the individual must answer questions within a certain criterion in order to be deemed positive. The positive Lyme Disease cases Teresa reports have a positive antibody and positive Western Blot. Teresa stated Lyme cases are currently higher in children than adults.



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

With no further discussion, Melissa Powers motioned to accept the Vital Statistics and Nursing Report portion of the consent agenda as submitted, seconded by Jayn Devney, all voted yes; motion carried. Ayes: All
 Nays: None

Financial Report:

The Cash Balance Report and the Auditor’s Financial Report for month ending June 30, 2022 were presented to Board of Health members for discussion and viewing as follows:

1. Revenue received totaled: \$36,282.59
2. Expenses paid totaled: \$86,879.41
3. June 30, 2022 ending balance: \$1,724,310.95

CASH BALANCE REPORT						
Report Period: June 2022						
Program	Carryover Balance	Revenue		Expenses		Balance
		M-T-D	Y-T-D	M-T-D	Y-T-D	
E001-E01 District Health	\$1,282,703.10	\$4,500.48	\$32,119.66	\$52,822.36	\$360,619.74	\$1,475,125.36
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$520,922.34			
E001-E02 Private Water	\$10,131.87	\$1,153.00	\$5,232.00	\$911.55	\$3,964.11	\$11,399.76
E001-E03 Food Service	\$11,905.45	\$310.75	\$38,831.75	\$3,989.85	\$30,210.42	\$20,526.78
E001-E04 Pools	\$580.00	\$0.00	\$632.50	\$148.57	\$228.57	\$983.93
E001-E06 Camps	\$522.88	\$0.00	\$5,231.25	\$1,601.46	\$4,085.01	\$1,669.12
E001-E07 Tattoo	\$360.00	\$0.00	\$0.00	\$0.00	\$333.30	\$26.70
E001-E11 Septics	\$959.11	\$1,283.00	\$15,311.63	\$1,786.10	\$6,786.75	\$9,483.99
E001-E12 RHWP Grant	\$23,950.42	\$0.00	\$13,325.24	\$297.52	\$6,120.64	\$31,155.02
E001-E14 PHEP Grant	\$35,574.92	\$0.00	\$0.00	\$8,690.51	\$28,241.50	\$7,333.42
E001-E17 WPCLF Program	\$37,295.20	\$1,680.00	\$17,813.75	\$600.00	\$49,075.00	\$6,033.95
E001-E18 WIC Grant	\$10,181.35	\$7,291.42	\$41,268.15	\$6,602.62	\$42,454.51	\$8,994.99
E001-E22 Cribs for Kids - MCH	\$7,823.16	\$0.00	\$6,130.00	\$0.00	\$0.00	\$13,953.16
E001-E24 Veggie U Program - MCH	\$2,944.37	\$0.00	\$0.00	\$0.00	\$461.33	\$2,483.04
E001-E26 CO20 Covid Response Grant	\$5,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,300.00
E001-E27 CT20 Contact Tracing Grant	\$30,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,700.00
E001-E28 Stigma Reduction Initiative	\$60,000.00	\$0.00	\$0.00	\$0.00	\$3,451.63	\$56,548.37
E001-E31 Enhanced Operations	\$0.00	\$15,025.87	\$48,243.60	\$5,570.33	\$53,813.93	-\$5,570.33
E001-E33 VE21 Vaccine Equity & Support	\$47,201.98	\$0.00	\$0.00	\$0.00	\$887.15	\$46,314.83
E001-E34 Transfer In	\$10,757.11	\$0.00	\$0.00	\$0.00	\$5,049.71	\$5,707.40
E001-E35 CN22 Covid19 Vaccination Gr	\$0.00	\$5,038.07	\$12,465.39	\$3,858.54	\$16,323.93	-\$3,858.54
Grand Total	\$1,578,890.92	\$36,282.59	\$757,527.26	\$86,879.41	\$612,107.23	\$1,724,310.95

Kent Murray motioned to accept the program cash balance report as presented and that the report be filed for audit, Jayn Devney seconded the motion, all voted yes, motion carried. Ayes: All Nays: None



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

Bonnie presented the following July 2022 purchase orders in the amount of \$86,059.28 for approval:

PO Number	Code	Description	Appropriation	
22-400	E000-E02	Supplies	\$15,000.00	Blanket
22-401	E000-E03	Equipment	\$2,500.00	Blanket
22-402	E000-E05	Utilities	\$5,000.00	Blanket
22-403	E000-E06	Contract Services	\$12,000.00	Blanket
22-405	E000-E06	Contract Services - Leann Cline	\$14,000.00	Blanket
22-404	E000-E06	Contract Services - WPCLF	\$15,000.00	Blanket
22-406	E000-E07	Mileage & Expenses	\$3,000.00	Blanket
22-407	E000-E09	Advertising & Printing	\$1,500.00	Blanket
22-408	E000-E14	Contingencies	\$2,000.00	Blanket
22-409	E000-E17	Insurance & License	\$2,000.00	Blanket
22-410	E000-E19	Accreditation Fees	\$6,000.00	Blanket
22-411	E000-E21	Dues & Fees	\$2,000.00	Blanket
22-412	E000-E14	Contingencies/Harrison County Emergency Service	\$610.85	Regular
22-413	E000-E14	Contingencies/Harrison County Emergency Service	\$698.43	Regular
22-414	E000-E14	Contingencies	\$3,000.00	Blanket
22-415	E000-E06	Contract Service/Accurate On Site Septic Planners	\$950.00	Regular
22-416	E000-E06	Contract Service/Scott Hornby	\$800.00	Regular

Bonnie informed the board that the department continues to receive health claim payments through EFTs that belong to Harrison County’s Emergency Management Agency due to county entities having the same employer identification number (EIN). Katie spoke to the Auditor’s office on the matter and moving forward the reimbursements will be made payable to Harrison County Ambulance Service via Contingency purchase orders and include a copy of the EOB provided by the Harrison County EMA.

Jayn Devney motioned to approve July 2022 purchase orders, Kent Murray seconded the motion, all voted yes, motion carried. Ayes: All Nays: None

A voucher report for period 06/17/2022 – 07/28/2022 was presented to board members for viewing and approval in the total amount of \$26,042.95 as follows: Supplies: \$4,906.85; Utilities: \$1,954.40; Contract Services: \$10,199.82; Mileage/Expenses: \$989.24; State Fees \$3,149.12; Contingencies \$2,644.52; Insurance/License: \$705.00 and Dues/Fees: \$1,494.00.

Jayn asked what qualifies certain staff members to have reimbursements for their cell phones. Teresa explained certain grants, mostly Covid19 related, include cell phone stipends in the budget narrative. Staff assigned to the grant receive a phone stipend for helping with contact tracing after hours and throughout the weekend.

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



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

Bonnie presented revenue allocation adjustments for board approval in the amount of \$5,675.00:

Fund	3/17/2022 Budget	7/28/2022 Adjustment	7/28/2022 Revenue Allocatio
E001-E01 District Health	\$79,135.09	\$0.00	\$79,135.09
E001-E05 District Health General Property Tax	\$821,700.00	\$0.00	\$821,700.00
E001-E02 Private Water	\$22,140.00	\$0.00	\$22,140.00
E001-E03 Food Service	\$35,200.00	\$3,692.50	\$38,892.50
E001-E04 Pools	\$580.00	\$52.50	\$632.50
E001-E06 Camps	\$5,860.00	\$0.00	\$5,860.00
E001-E07 Tattoo	\$0.00	\$0.00	\$0.00
E001-E11 Septics	\$32,475.00	\$0.00	\$32,475.00
E001-E12 RHWP Grant	\$25,850.00	\$0.00	\$25,850.00
E001-E14 PHEP Grant	\$66,000.00	\$0.00	\$66,000.00
E001-E17 Water Pollution Control Loan, WPCLF	\$75,000.00	\$0.00	\$75,000.00
E001-E19 WIC Program	\$109,432.00	\$0.00	\$109,432.00
E001-E22 Cribs for Kids	\$4,200.00	\$1,930.00	\$6,130.00
E001-E24 Veggie U Program	\$0.00	\$0.00	\$0.00
E001-E26 CO20 Crisis Response Grant	\$0.00	\$0.00	\$0.00
E001-E27 CT20 Contact Tracing Grant	\$0.00	\$0.00	\$0.00
E001-E28 Stigma Reduction Initiative	\$0.00	\$0.00	\$0.00
E001-E29 CO21 Covid Response Supplemental	\$0.00	\$0.00	\$0.00
E001-E30 Vaccine Needs Assessment	\$0.00	\$0.00	\$0.00
E001-E31 Enhanced Operations	\$110,482.32	\$0.00	\$110,482.32
E001-32 CT21 Contact Tracing Grant	\$0.00	\$0.00	\$0.00
E001-E33 VE21 Vaccine Equity & Support	\$0.00	\$0.00	\$0.00
E001-E34 Transfer In	\$0.00	\$0.00	\$0.00
E001-E35 Covid-19 Vaccination CN22 Grant	\$75,000.00	\$0.00	\$75,000.00
Total	\$1,463,054.41	\$5,675.00	\$1,468,729.41

Jayn Denev motioned to approve the Revenue Allocation Adjustments as presented, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Bonnie presented the four-year Financial Budget Worksheet for the **January 1, 2023 Temporary Budget** showing past two years being actual, fiscal year 2022 being 1st half actual, 2nd half estimated and year 2023 being all estimated in the amount of \$3,063,819.56.

Melissa Powers moved the Adoption of **Resolution No: 2022-137** to approve and submit the **Temporary Estimated Budget** in the amount of \$3,063,819.56 for the year commencing January 1st, 2023 for consideration of the County Budget Commission. Kent Murray seconded Resolution 2022-137 and the roll called upon its adoption; the vote resulted as follows:

Dr. Dan Jones	yea	Ms. Jayn Devney	yea
Ms. Melissa Powers	yea	Mr. Kent Murray	yea



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

Bonnie stated she received an email from the Ohio Auditor of State regarding an extension agreement between the Auditor of State, Harrison County District Board of Health, and Perry & Associates CPAs, an independent public accountant (IPA).

The original contract period ran from January 1, 2015 through December 31, 2020. The extension period for Perry & Associates to perform our biennial financial audit services will run January 1, 2021 to December 31, 2024. Period ending 2022 will have a fixed fee of \$6,300.00 while period ending 2024 will have a fixed fee of \$6,400.00. This agreement was digitally signed by Perry & Associates on 07/20/2022 and by Administrator Garen Rhome on 07/21/2022.

With no further discussion, Jayn Devney 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).

Discussion:

Erika presented three resolutions for board approval:

Resolution 2022-138 whereas the Harrison County Board of Health Board awards contract #2021-10 Jon Stewart (Installer) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner Scott & Joann Hornby of 80499 Croskey Road Cadiz, OH 43907 with funding tier 50% - total contract \$16,500.00 and portion funded \$8,250.00.

Jayn Devney motioned to accept **Resolution 2022-138**, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None

Resolution 2022-139 whereas the Harrison County Board of Health Board awards contract #2021-11 Richard Theaker (Installer) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner Sarah King of 48620 Cadiz-Harrisville Road Cadiz, OH 43907 with funding tier 100% - total contract \$18,890.00 and portion funded \$18,890.00.

Melissa Powers motioned to accept **Resolution 2022-139**, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Resolution 2022-140 whereas the Harrison County Board of Health Board awards contract #2021-12 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 Alvin Maxwell of 45555 Old Hopedale Road Cadiz, OH 43907 with funding tier 100% - total contract \$990.00 and portion funded \$990.00.

Kent Murray motioned to accept **Resolution 2022-140**, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None



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

Erika stated the environmental division Campground and Swimming Pool programs were surveyed by the state July 12, 2022. A new cost-methodology will need completed before the next survey.

With no further discussion, Jayn Devney 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 explained the e-PHAB system PHAB utilizes for documentation uploading and tracking of the accreditation process will transition to a new system on August 1st. Leann informed the board she set January 1, 2023 as an internal deadline for corrective action plan rework; the external PHAB deadline for rework submission is May 24, 2023.

Leann stated she continues updating the Community Health Assessment report based on the 2022 Community Health Assessment. Taskforce groups meet monthly to identify priorities and action steps in continuation of the 2019 CHA. Once the most recent CHA is complete and the Community Health Improvement Plan fully updated, the goal is to roll out community open sessions for feedback and implementation of plans and projects.

With no further discussion, Melissa Powers motioned to approve the Accreditation portion of the consent agenda, seconded by Jayn Devney, all voted yes, motion carried. Ayes: All Nays: None

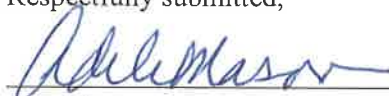
Administration Report:

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

With no discussion, Jayn Devney motioned to approve the Administration portion of the Consent Agenda, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None

With no further discussion or business brought before the board, Jayn Devney motioned to adjourn at 2:32pm, seconded by Melissa Powers, all voted yes, motion carried.

Respectfully submitted,



President

Date: 9/22/2022

Vice President

Date: _____

Date: _____



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

Dr. Scott Pendleton, DVM

Absent
Secretary/or Garen Rhome, Administrator

Date: 9-22-22

Chairperson Pro Tem

Date: _____