



Harrison County General Health District
Board of Health Meeting Minutes
September 21, 2023

Meeting Location: Harrison County Health Department – Government Center Coal Room

Call to Order: Jayn Devney called the meeting to order at 1:01 PM.

Board Members Present:

Jayn Devney
Ms. Melissa Powers
Mr. Kent Murray

Absent:

Dr. Scott Pendleton, DVM

Staff and Other Members Present:

Megan Smolenak, Health Commissioner
Katie Norris, Deputy Health Commissioner
Teresa Koniski RN, Director of Nursing
Sam Farmery, Fiscal Officer in Training
John Carr, PHEP Coordinator

Absent:

Bonnie Snider, Fiscal Officer
Erika Battistel, Environmental Director

Virtual Members Present:

Dr. Dan Jones DO

Adoption of Consent Agenda/Minutes of Previous Meeting:

Jayn Devney asked for a motion to approve the September 21, 2023, BOH meeting consent agenda including the minutes of the August 17, 2023, Harrison County Board of Health meeting and the monthly activity report. Motion to approve moved by Kent Murray and seconded by Melissa Powers. The motion carried with 3 in favor and 0 against.

Financial Reports:

Due to a reporting error last month, the Program Cash Balance Report and Auditor's Financial Report for month ending July 31, 2023 were presented to Board of Health members for discussion and viewing as follows:

1. July 2023 Revenue received totaled: \$48,050.33
 - a. July 2022 Revenue received totaled: \$48,262.27
2. July 2023 Expenses paid totaled: \$94,091.55
 - a. July 2022 Expenses paid totaled: \$115,709.34
3. July 31, 2023 ending balance: \$1,785,818.64
 - a. July 31, 2022 ending balance: \$1,656,863.88



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

Report Period: July 2023

| Program | Carryover Balance | 2023 Current Revenue | | 2022 Revenue | | 2023 Current Expenses | | 2022 Expenses | | 2023 Current Balance | 2022 Current Balance |
|---|-----------------------|----------------------|---------------------|--------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|-----------------------|-----------------------|
| | | MTD | YTD | July | 2022 YTD | MTD | YTD | July | 2022 YTD | | |
| E001-E01 District Health | \$1,389,669.67 | \$1,960.12 | \$50,347.72 | \$7,365.53 | \$39,485.19 | \$48,082.90 | \$359,223.78 | \$68,108.56 | \$428,728.30 | \$1,080,793.61 | \$1,414,382.33 |
| E001-E05 District Health-Property Tax | \$0.00 | \$0.00 | \$538,772.65 | \$0.00 | \$520,922.34 | \$0.00 | \$0.00 | | | \$538,772.65 | |
| E001-E02 Private Water | \$8,853.37 | \$1,856.00 | \$8,974.00 | \$2,505.00 | \$7,737.00 | \$1,635.55 | \$11,558.58 | \$1,804.82 | \$5,768.93 | \$6,268.79 | \$12,099.94 |
| E001-E03 Food Service | \$6,662.34 | \$30.00 | \$22,113.81 | \$60.75 | \$38,892.50 | \$897.29 | \$16,986.78 | \$4,968.65 | \$35,179.07 | \$11,789.37 | \$15,618.88 |
| E001-E04 Pools | \$63.23 | \$0.00 | \$648.00 | \$0.00 | \$632.50 | \$257.34 | \$417.34 | \$5.50 | \$234.07 | \$293.89 | \$978.43 |
| E001-E06 Camps | \$11.28 | \$0.00 | \$5,131.25 | \$0.00 | \$5,231.25 | \$1,825.87 | \$2,375.87 | \$536.54 | \$4,621.55 | \$2,766.66 | \$1,132.58 |
| E001-E07 Tattoo | \$55.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$26.70 | \$360.00 | \$55.00 | \$0.00 |
| E001-E11 Septics | \$4,354.61 | \$3,111.00 | \$21,621.22 | \$3,380.00 | \$18,691.63 | \$2,729.25 | \$19,960.58 | \$3,347.64 | \$10,134.39 | \$6,015.25 | \$9,516.35 |
| E001-E12 RHWP Grant | \$28,202.42 | \$0.00 | \$0.00 | \$20.00 | \$13,345.24 | \$223.78 | \$1,406.40 | \$566.50 | \$6,687.14 | \$26,796.02 | \$30,608.52 |
| E001-E14 PHEP Grant | \$26,938.12 | \$0.00 | \$18,038.00 | \$0.00 | \$0.00 | \$5,529.42 | \$37,619.26 | \$5,557.17 | \$33,798.67 | \$7,356.66 | \$1,776.25 |
| E001-E17 WPCLF Program | \$5,453.45 | \$0.00 | \$0.00 | \$18,899.50 | \$36,713.25 | \$0.00 | \$0.00 | \$1,750.00 | \$50,825.00 | \$5,453.45 | \$23,183.45 |
| E001-E18 WIC Grant | \$6,166.78 | \$10,478.63 | \$56,660.25 | \$6,602.62 | \$47,870.77 | \$7,602.42 | \$54,705.84 | \$11,114.86 | \$53,569.37 | \$8,121.19 | \$4,482.75 |
| E001-E22 Cribs for Kids - MCH | \$17,007.49 | \$0.00 | \$1,899.99 | \$0.00 | \$6,130.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$18,907.48 | \$13,953.16 |
| E001-E24 Veggie U Program - MCH | \$2,483.04 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$461.33 | \$2,483.04 | \$2,483.04 |
| E001-E26 CO20 Covid Response Grant | \$5,300.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,300.00 | \$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 | \$3,697.83 | \$12,572.62 | \$0.00 | \$0.00 | \$18,127.38 | \$30,700.00 |
| E001-E28 Stigma Reduction Initiative | \$51,864.80 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$6,013.02 | \$0.00 | \$3,451.63 | \$45,851.78 | \$56,548.37 |
| E001-E31 Enhanced Operations | \$0.00 | \$1,485.68 | \$14,182.12 | \$5,570.33 | \$53,813.93 | \$5,748.10 | \$19,930.22 | \$11,159.49 | \$64,973.42 | -\$5,748.10 | -\$11,159.49 |
| E001-E33 VE21 Vaccine Equity & Support | \$30,691.81 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,057.82 | \$6,907.27 | \$2,204.81 | \$3,091.96 | \$23,784.54 | \$44,110.02 |
| E001-E34 Transfer In | \$5,707.40 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,973.64 | \$0.00 | \$5,049.71 | \$1,733.76 | \$5,707.40 |
| E001-E35 CN22 Covid19 Vaccination Grant | \$0.00 | \$7,693.41 | \$22,637.88 | \$3,858.54 | \$16,323.93 | \$0.00 | \$22,637.88 | \$4,558.10 | \$20,882.03 | \$0.00 | -\$4,558.10 |
| E001-E36 Public Health Workforce Grant | \$0.00 | \$21,405.49 | \$54,115.49 | - | - | \$13,803.98 | \$67,919.47 | - | - | -\$13,803.98 | - |
| Grand Total | \$1,620,184.81 | \$48,050.33 | \$815,142.38 | \$48,262.27 | \$805,789.53 | \$94,091.65 | \$649,508.65 | \$115,709.34 | \$727,816.57 | \$1,785,816.64 | \$1,656,863.88 |

Motion to approve the **July 2023 Program Cash Balance Report** and that the report be filed for audit moved by Melissa Powers and seconded by Kent Murray. The motion carried with 3 in favor and 0 against.

The Program Cash Balance Report and Auditor's Financial Report for month ending August 31, 2023 were presented to Board of Health members for discussion and viewing as follows:

4. August 2023 Revenue received totaled: \$68,135.95
 - a. August 2022 Revenue received totaled: \$87,542.96
5. August 2023 Expenses paid totaled: \$54,337.07
 - a. August 2022 Expenses paid totaled: \$113,216.83
6. August 31, 2023 ending balance: \$1,759,621.52
 - a. August 31, 2022 ending balance: \$1,631,190.01



HARRISON COUNTY

Public Health

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 538 North Main Street – Suite G
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August 2023

| Program | Carryover Balance | 2023 Current Revenue | | 2022 Revenue | | 2023 Current Expenses | | 2022 Expenses | | 2023 Current Balance | 2022 Current Balance |
|---|-----------------------|----------------------|---------------------|--------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|-----------------------|-----------------------|
| | | MTD | YTD | August | 2022 YTD | MTD | YTD | August | 2022 YTD | | |
| E001-E01 District Health | \$1,389,669.67 | \$12,297.06 | \$62,644.78 | \$4,113.75 | \$43,598.94 | \$47,678.77 | \$406,900.55 | \$64,666.56 | \$493,394.86 | \$1,045,413.90 | \$1,353,829.52 |
| E001-E05 District Health-Property Tax | \$0.00 | \$970.49 | \$539,743.14 | \$0.00 | \$520,922.34 | \$0.00 | \$0.00 | - | - | \$539,743.14 | - |
| E001-E02 Private Water | \$8,853.37 | \$1,767.00 | \$10,741.00 | \$1,542.00 | \$9,279.00 | \$1,168.57 | \$12,725.15 | \$1,295.66 | \$7,064.59 | \$6,869.22 | \$12,346.28 |
| E001-E03 Food Service | \$6,662.34 | \$200.00 | \$22,313.81 | \$0.00 | \$38,892.50 | \$1,002.17 | \$17,998.95 | \$1,933.16 | \$37,112.23 | \$10,987.20 | \$13,685.72 |
| E001-E04 Pools | \$63.23 | \$0.00 | \$648.00 | \$0.00 | \$632.50 | \$0.00 | \$417.34 | \$0.00 | \$234.07 | \$283.89 | \$978.43 |
| E001-E06 Camps | \$11.28 | \$78.00 | \$5,209.25 | \$0.00 | \$5,231.25 | \$1,011.38 | \$3,387.25 | \$1,000.67 | \$5,622.22 | \$1,833.28 | \$131.91 |
| E001-E07 Tattoo | \$55.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$360.00 | \$55.00 | \$0.00 |
| E001-E11 Septics | \$4,354.61 | \$689.00 | \$22,290.22 | \$1,659.25 | \$20,350.88 | \$1,836.43 | \$21,797.01 | \$3,338.95 | \$13,473.34 | \$4,847.82 | \$7,836.65 |
| E001-E12 RHWP Grant | \$28,202.42 | \$0.00 | \$0.00 | \$0.00 | \$13,345.24 | \$182.04 | \$1,588.44 | \$1,515.65 | \$8,202.79 | \$26,613.98 | \$29,092.87 |
| E001-E14 PHEP Grant | \$26,938.12 | \$30,874.00 | \$48,912.00 | \$44,630.00 | \$44,630.00 | \$6,129.35 | \$43,748.61 | \$4,625.44 | \$38,424.11 | \$32,101.51 | \$41,780.81 |
| E001-E17 WPCLF Program | \$5,453.45 | \$0.00 | \$0.00 | \$19,925.00 | \$58,638.25 | \$0.00 | \$0.00 | \$20,075.00 | \$70,900.00 | \$5,453.45 | \$23,033.45 |
| E001-E18 WIC Grant | \$6,166.78 | \$7,476.42 | \$64,136.67 | \$11,114.86 | \$58,985.63 | \$10,947.12 | \$65,652.96 | \$7,654.55 | \$61,223.92 | \$4,650.49 | \$7,943.06 |
| E001-E22 Cribs for Kids - MCH | \$17,007.49 | \$0.00 | \$1,899.99 | \$0.00 | \$6,130.00 | \$136.90 | \$136.90 | \$95.64 | \$95.64 | \$18,770.58 | \$13,857.52 |
| E001-E24 Veggie U Program - MCH | \$2,483.04 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$461.33 | \$2,483.04 | \$2,483.04 |
| E001-E26 CO20 Covid Response Grant | \$5,300.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,300.00 | \$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 | \$5,700.42 | \$18,273.04 | \$0.00 | \$0.00 | \$12,426.96 | \$30,700.00 |
| E001-E28 Stigma Reduction Initiative | \$51,864.80 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$6,013.02 | \$0.00 | \$3,451.63 | \$45,851.78 | \$56,548.37 |
| E001-E31 Enhanced Operations | \$0.00 | \$0.00 | \$14,182.12 | \$0.00 | \$53,813.93 | \$2,083.36 | \$22,013.58 | \$2,646.29 | \$87,619.71 | -\$7,831.46 | -\$13,905.78 |
| E001-E33 VE21 Vaccine Equity & Support | \$30,691.81 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$62.35 | \$6,969.62 | \$1,163.49 | \$4,255.45 | \$23,722.19 | \$42,946.53 |
| E001-E34 Transfer In | \$5,707.40 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,973.64 | \$0.00 | \$5,049.71 | \$1,733.76 | \$5,707.40 |
| E001-E35 CN22 Covid19 Vaccination Grant | \$0.00 | \$0.00 | \$22,637.88 | \$4,558.10 | \$20,892.03 | \$0.00 | \$22,637.88 | \$3,205.77 | \$24,087.80 | \$0.00 | -\$3,205.77 |
| E001-E36 WF22 Public Health Workforce Grant | \$0.00 | \$13,803.98 | \$67,919.47 | - | - | \$16,398.21 | \$84,317.68 | - | - | -\$16,398.21 | - |
| Grand Total | \$1,620,184.81 | \$68,135.95 | \$883,278.33 | \$87,542.56 | \$893,332.49 | \$94,333.07 | \$743,841.62 | \$113,216.83 | \$841,033.40 | \$1,759,621.52 | \$1,631,190.01 |

Motion to approve the August 2023 Program Cash Balance Report and that the report be filed for audit moved by Melissa Powers and seconded by Kent Murray. The motion carried with 3 in favor and 0 against.

Katie presented September 2023 purchase orders in the amount of \$79,686.13 for Board review and approval.

| PO Number | Code | Department | Amount | PO Type |
|-----------|----------|---|-------------|---------|
| 23-319 | E000-E14 | Contingencies: Harrison Cty Ambulance Service | \$155.43 | Regular |
| 23-320 | E000-E14 | Contingencies | \$1,400.00 | Blanket |
| 23-321 | E000-E07 | Mileage/Expenses | \$6,000.00 | Blanket |
| 23-322 | E000-E03 | Equipment | \$10,000.00 | Blanket |
| 23-323 | E000-E06 | Contract Service | \$10,000.00 | Blanket |
| 23-324 | E000-E06 | Contract Service: WPCLF Grant | \$20,000.00 | Blanket |
| 23-325 | E000-E13 | State Fees | \$6,000.00 | Blanket |
| 23-326 | E000-E17 | Insurance/License | \$350.00 | Blanket |
| 23-327 | E000-E22 | Promotional Items | \$2,000.00 | Blanket |
| 23-328 | E000-E14 | Contingencies: Harrison Cty Ambulance Service | \$506.51 | Regular |
| 23-329 | E000-E09 | Advertising/Printing: AloNovus | \$84.64 | T/N |
| 23-330 | E000-E09 | Advertising/Printing | \$1,000.00 | Blanket |
| 23-331 | E000-E09 | Advertising/Printing: Mizer Printing | \$398.74 | T/N |
| 23-332 | E000-E14 | Contingencies: Harrison Cty Ambulance Service | \$732.31 | Regular |
| 23-333 | E000-E09 | Advertising/Printing: The Huntington Nat'l Bank | \$508.50 | T/N |
| 23-334 | E000-E09 | Advertising/Printing: Lamar Companies | \$550.00 | Regular |
| 23-335 | E000-E09 | Supplies | \$15,000.00 | Blanket |
| 23-336 | E000-E09 | Advertising/Printing | \$5,000.00 | Blanket |



HARRISON COUNTY

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Motion to approve the **September 2023 purchase orders** moved by Melissa Powers and seconded by Kent Murray. The motion carried with 3 in favor and 0 against.

A voucher report for period 07/21/2023 – 08/17/2023 was presented to Board members for viewing and approval in the total amount of \$20,962.68 as follows: Supplies: \$4,007.95; Utilities: \$2,015.31; Contract Services: \$9,049.65; Mileage/Expenses: \$2,452.80; Advertising/Printing: \$296.64; State Fees: \$326.00; Contingencies: \$543.83; Insurance/License: \$763.50; and Dues/Fees: \$1,507.00.

Motion to approve the **07/21/2023 – 08/17/2023 voucher report** moved by Melissa Powers and seconded by Kent Murray. The motion carried with 3 in favor and 0 against.

A voucher report for period 08/18/2023 – 09/21/2023 was presented to Board members for viewing and approval in the total amount of \$24,005.20 as follows: Supplies: \$13,181.92; Utilities: \$1,937.82; Contract Services: \$2,455.95; Mileage/Expenses: \$1,105.70; Advertising/Printing: \$3,011.71; State Fees: \$99.00; Contingencies: \$1,977.60; Insurance/License: \$205.50; and Dues/Fees: \$30.00.

Motion to approve the **08/18/2023 – 09/21/2023 voucher report** moved by Melissa Powers and seconded by Kent Murray. The motion carried with 3 in favor and 0 against.

Katie presented **Revenue Allocation Adjustments** in the amount of (\$337.00).

| Fund | Aug-23 | | |
|---|-----------------------|--------------------|------------------------|
| | Budget | Adjustment | Revenue Allocation |
| E001-E01 District Health | \$ 52,930.00 | \$ - | \$ 52,930.00 |
| E001-E05 District Health General Property Tax | \$ 856,200.00 | \$ - | \$ 856,200.00 |
| E001-E02 Private Water | \$ 17,920.00 | \$ - | \$ 17,920.00 |
| E001-E03 Food Service | \$ 35,000.00 | \$ - | \$ 35,000.00 |
| E001-E04 Pools | \$ 680.00 | \$ (32.00) | \$ 648.00 |
| E001-E06 Camps | \$ 5,550.00 | \$ - | \$ 5,550.00 |
| E001-E07 Tattoo | \$ 360.00 | \$ (305.00) | \$ 55.00 |
| E001-E11 Septics | \$ 30,925.00 | \$ - | \$ 30,925.00 |
| E001-E12 RHWP Grant | \$ 425.00 | \$ - | \$ 425.00 |
| E001-E14 PHEP Grant | \$ 75,000.00 | \$ - | \$ 75,000.00 |
| E001-E17 Water Pollution Control Loan, WPCLF | \$ 95,000.00 | \$ - | \$ 95,000.00 |
| E001-E19 WIC Program | \$ 109,310.00 | \$ - | \$ 109,310.00 |
| E001-E22 Cribs for Kids | \$ 4,200.00 | \$ - | \$ 4,200.00 |
| E001-E24 Veggie U Program | \$ - | \$ - | \$ - |
| E001-E26 CO20 Crisis Response Grant | \$ - | \$ - | \$ - |
| E001-E27 CT20 Contact Tracing Grant | \$ - | \$ - | \$ - |
| E001-E28 Stigma Reduction Initiative | \$ - | \$ - | \$ - |
| E001-E29 CO21 Covid Response Supplemental | \$ - | \$ - | \$ - |
| E001-E30 Vaccine Needs Assessment | \$ - | \$ - | \$ - |
| E001-E31 Enhanced Operations | \$ 48,000.00 | \$ - | \$ 48,000.00 |
| E001-32 CT21 Contact Tracing Grant | \$ - | \$ - | \$ - |
| E001-E33 VE21 Vaccine Equity & Support | \$ - | \$ - | \$ - |
| E001-E34 Transfer In | \$ - | \$ - | \$ - |
| E001-E35 Covid-19 Vaccination CN22 Grant | \$ 45,000.00 | \$ - | \$ 45,000.00 |
| E001-E36 WF22 Public Health Workforce Grant | \$ 180,000.00 | \$ - | \$ 180,000.00 |
| E001-E37 WF23 Public Health Workforce Grant | \$ 20,000.00 | \$ - | \$ 20,000.00 |
| Total | \$1,576,500.00 | \$ (337.00) | \$ 1,576,163.00 |



HARRISON COUNTY

Public Health

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Motion to accept the **Revenue Allocation Adjustments in the amount of (\$337.00)** moved by Kent Murray and seconded by Melissa Powers. The motion carried with 3 in favor and 0 against.

Katie presented a letter the Fiscal division sent to the Harrison County Commissioners dated August 29, 2023, requesting appropriation increases/decreases (letter attached).

To Harrison County Board of Health

County Expenditure Report

Board of Health Meeting Date: September 21, 2023

General Health

| <u>Account</u> | | <u>Allocation</u> | <u>Adjustments</u> | <u>Approved</u> |
|----------------|----------------------|-------------------|--------------------|-----------------|
| E000-E01 | Salaries | \$983,276.22 | \$854.99 | \$984,131.21 |
| E000-E02 | Supplies | \$99,009.27 | \$16,850.00 | \$115,859.27 |
| E000-E03 | Equipment | \$55,899.79 | -\$10,125.00 | \$45,774.79 |
| E000-E05 | Utilities | \$22,980.00 | \$0.00 | \$22,980.00 |
| E000-E06 | Contract Services | \$207,286.97 | \$0.00 | \$207,286.97 |
| E000-E07 | Mileage/Expense | \$32,138.00 | -\$217.00 | \$31,921.00 |
| E000-E09 | Advertising/Printing | \$13,000.00 | \$0.00 | \$13,000.00 |
| E000-E10 | PERS | \$136,850.00 | -\$423.28 | \$136,426.72 |
| E000-E11 | Workers Compensation | \$7,707.40 | -\$2,000.00 | \$5,707.40 |
| E000-E12 | Medicare | \$14,210.23 | \$150.01 | \$14,360.24 |
| E000-E13 | State Fees | \$26,072.00 | \$0.00 | \$26,072.00 |
| E000-E14 | Contingencies | \$15,000.00 | \$11,000.00 | \$26,000.00 |
| E000-E15 | Health Insurance | \$175,983.00 | -\$16,456.72 | \$159,526.28 |
| E000-E16 | Life Insurance | \$950.00 | \$0.00 | \$950.00 |
| E000-E17 | Insurance/License | \$5,100.00 | \$2,000.00 | \$7,100.00 |
| E000-E34 | Accreditation Fees | \$5,600.00 | \$0.00 | \$5,600.00 |
| E000-E37 | Eye Insurance | \$1,700.00 | \$0.00 | \$1,700.00 |
| E000-E40 | Dues/Fees | \$5,400.00 | \$0.00 | \$5,400.00 |
| E000-E41 | Promotional Items | \$4,000.00 | -\$2,000.00 | \$2,000.00 |
| Grand Totals | | \$1,812,162.88 | -\$367.00 | \$1,811,795.88 |

IHAC Expense Summary (Program, Dept.) Adjustment Report

| <u>E01 District Health</u> | | <u>Allocation</u> | <u>Adjustment</u> | <u>New Allocation</u> |
|----------------------------|----------------------|-------------------|-------------------|-----------------------|
| E000-E01 | Salaries | \$600,000.00 | -\$15,000.00 | \$585,000.00 |
| E000-E02 | Supplies | \$20,000.00 | \$17,000.00 | \$37,000.00 |
| E000-E03 | Equipment | \$40,000.00 | -\$11,000.00 | \$29,000.00 |
| E000-E05 | Utilities | \$10,000.00 | \$0.00 | \$10,000.00 |
| E000-E06 | Contract Services | \$87,333.52 | \$0.00 | \$87,333.52 |
| E000-E07 | Mileage/Expense | \$7,000.00 | \$0.00 | \$7,000.00 |
| E000-E09 | Advertising/Printing | \$4,000.00 | \$0.00 | \$4,000.00 |
| E000-E10 | PERS | \$84,000.00 | \$0.00 | \$84,000.00 |
| E000-E11 | Workers Compensation | \$2,000.00 | -\$2,000.00 | \$0.00 |
| E000-E12 | Medicare | \$8,700.00 | \$0.00 | \$8,700.00 |
| E000-E13 | State Fees | \$17,000.00 | \$0.00 | \$17,000.00 |
| E000-E14 | Contingencies | \$15,000.00 | \$11,000.00 | \$26,000.00 |
| E000-E15 | Health Insurance | \$117,666.48 | \$0.00 | \$117,666.48 |
| E000-E16 | Life Insurance | \$950.00 | \$0.00 | \$950.00 |
| E000-E17 | Insurance/License | \$4,000.00 | \$2,000.00 | \$6,000.00 |
| E000-E34 | Accreditation Fees | \$5,600.00 | \$0.00 | \$5,600.00 |
| E000-E37 | Eye Insurance | \$1,700.00 | \$0.00 | \$1,700.00 |
| E000-E40 | Dues/Fees | \$5,000.00 | \$0.00 | \$5,000.00 |
| E000-E41 | Promotional Items | \$4,000.00 | -\$2,000.00 | \$2,000.00 |
| Grand Totals | | \$1,033,950.00 | \$0.00 | \$1,033,950.00 |



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

| | | Allocation | Adjustment | New Allocation |
|---|------------------|--------------|---------------------|----------------|
| <u>E04 Pools</u> | | | | |
| E000-E02 | Supplies | \$150.00 | -\$150.00 | \$0.00 |
| E000-E07 | Mileage/Expense | \$400.00 | \$88.00 | \$488.00 |
| E000-E13 | State Fees | \$160.00 | \$0.00 | \$160.00 |
| Grand Totals | | \$710.00 | -\$62.00 | \$648.00 |
| <u>E07 Tattoo</u> | | | | |
| E000-E07 | Mileage/Expense | \$360.00 | -\$305.00 | \$55.00 |
| Grand Totals | | \$360.00 | -\$305.00 | \$55.00 |
| <u>E36 WF22 Public Health Workforce Grant</u> | | | | |
| E000-E01 | Salaries | \$110,000.00 | \$15,854.99 | \$125,854.99 |
| E000-E02 | Supplies | \$8,645.21 | \$0.00 | \$8,645.21 |
| E000-E03 | Equipment | \$6,249.79 | \$875.00 | \$7,124.79 |
| E000-E05 | Utilities | \$600.00 | \$0.00 | \$600.00 |
| E000-E07 | Mileage/Expense | \$12,640.00 | \$0.00 | \$12,640.00 |
| E000-E10 | PERS | \$15,400.00 | -\$423.28 | \$14,976.72 |
| E000-E12 | Medicare | \$1,631.48 | \$150.01 | \$1,781.49 |
| E000-E15 | Health Insurance | \$24,833.52 | -\$16,456.72 | \$8,376.80 |
| Grand Totals | | \$180,000.00 | \$0.00 | \$180,000.00 |

| | |
|--|-----------------------|
| 01/01/2023 Temp. Expense Allocation Total | \$1,812,162.88 |
| 09.21.23 Expense Allocation Adjustment Total | -\$367.00 |
| Grand Total Approved 09.21.23 | \$1,811,795.88 |

Motion to accept the **appropriation increases/decreases in General Fund Line Item E000** moved by Melissa Powers and seconded by Kent Murray. The motion carried with 3 in favor and 0 against.

Old Business:

- **Mobile Trailer Storage Update:** Megan informed the Board that she talked with staff about the current storage location and where the mobile clinic trailer should be stored. Megan stated the airport price remains at \$900.00 per year and she is calling around for storage pricing for locations other than the airport and will report back to the Board during the October meeting.
- **Tick Presentation:** Megan stated the date of the tick presentation was changed and will now take place on Tuesday, October 3rd at 6:00 PM inside the Cadiz Puskarich Public Library's theatre room.

New Business:

- **Environmental Resolution:** Megan presented **Resolution 2023-147** whereas the Harrison County Board of Health Board awards contract #2022-01 Mark Flowers (Soil Scientist) for the proposal(s) submitted and accepted for the repair and/or replacement of residential sewage treatment systems: homeowner Joseph Fluharty of 38788 Tappan Scio Rd. Scio, OH 43988 with funding tier 100% - total contract \$675.00 and portion funded \$675.00.



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Motion to approve **Resolution 2023-147** moved by Kent Murray and seconded by Melissa Powers. The motion carried with 3 in favor and 0 against.

- Accreditation Update: Megan announced that the department received its final ACAR document from PHAB. The department improved on 26 measures which out of those, 24 moved to largely/fully demonstrated. The department successfully met the foundational measures that PHAB takes a closer look at when determining accreditation status. November 2nd PHAB will meet, and the department should receive an accreditation status update within two weeks of PHAB’s meeting date.
- Policy Revisions: Megan presented five policies to the Board for review: Sick Leave, Vacation Leave, Bereavement Leave, Hours of Operation, and Weather Closure.
 - Bereavement: The Board reviewed the Bereavement policy and suggested the Policy Review Committee draft a policy statement to go along with the presented procedure and bring the revised Bereavement policy back to the Board next month.

Motion to approve the **Bereavement Procedure** moved by Melissa Powers and seconded by Kent Murray. The motion carried with 3 in favor and 0 against.

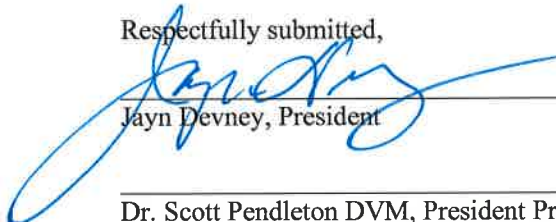
- Weather Closure: After review, the Board advised Megan to bring the Weather Closure policy back next month after revisions occur.
- Vacation Leave: The Board again advised the Policy Review Committee to draft a policy statement to go along with the presented procedure and bring the revised Vacation Leave policy back to the Board next month.

Motion to approve the **Vacation Leave Procedure** moved by Kent Murray and seconded by Melissa Powers. The motion carried with 3 in favor and 0 against.

- Sick Leave: After review, the Board advised Megan to bring the Sick Leave policy back next month after revisions occur.
- Hours of Operation: After review, the Board advised Megan to bring the Hours of Operation policy back next month after revisions occur.

With no further discussion or business brought before the board, motion to adjourn at 2:38 PM moved by Kent Murray and seconded by Melissa Powers. The motion carried with 3 in favor and 0 against.

Respectfully submitted,


 Jayn Devney, President

 Dr. Scott Pendleton DVM, President Pro Tempore

Date: 10-12-2023

Date: _____



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Chairperson Pro Tempore

Megan Smolenak

Mrs. Megan Smolenak, Health Commissioner

Katie E. Norris

Mrs. Katie Norris, Deputy Health Commissioner

Date: _____

Date: 10/12/2023

Date: 10/12/2023