



Hancock Public Health

Board of Health

Regular Meeting Agenda

April 19th, 2019 at 7:30AM



Member Attendance:

- X Nancy Moody-Russo, RN, JD (President)
- X William Alge, Esq.
- X Karen Jones, MSN, RN
- X Michael Lindamood, M.D.
- X Larry Lovell
- X Robin Spoons
- X Barbara J. Pasztor, MSN, RN

- X Karim Baroudi, MPH, Health Commissioner
- X Nathaniel Ratnasamy, M.D., Medical Director

Staff:

- X Lindsay Summit, EH Director
- X Shannon Chamberlin, Nursing Director
- X Craig Niese, IT/Data Manager
- X Chad Masters, Health P&P Director

1.0 CONVENTION

1.1 Call to Order

Board President Moody-Russo called the April 2019 regular meeting to order at 7:30 a.m.

1.2 Guests

Commissioner Baroudi explained that Bill Ruse, President Emeritus, BVHS, could not be present at current meeting due to scheduling issues; however, Mr. Ruse wanted to relay to the Board the importance of establishing 501(c)(3) status, which will help HPH tap into more expansive grants/funds, especially in regards to the mobile health clinic. Mr. Baroudi stated that he would like the blessing of the HPH Board to research paperwork and establish a 501(c)(3).

Mr. Baroudi announced two other guests: 1) Alexa Heacock, Help Me Grow Nurse, who will be acting as interim Nursing Director during Ms. Chamberlin's upcoming leave, and 2) Krista Pruitt, Injury Prevention Coordinator, who was in attendance for her harm reduction presentation for the members of the Board.

2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION

2.1 Approval of Agenda Items

President Moody-Russo requested motion to approve the 4/19/19 meeting agenda as presented in the Board packet of information distributed earlier in the week.

Ms. Spoons moved to approve the Agenda of the April 19th, 2019, Regular Board of Health meeting. Seconded by Ms. Jones. Motion carried 7-0.

2.2 Approval of March 15th, 2019, Board Meeting Minutes

President Moody-Russo noted that the minutes from the March 15, 2019, meeting were attached to the Board packet and asked for changes based on Board members' review; requested motion to approve the February 2019 minutes.

Dr. Lindamood moved to approve the minutes of the March 15th, 2019, Board of Health meeting as transcribed. Seconded by Mr. Lovell. **Motion carried 7-0.**

2.3 Approval of March 2019 Bill Schedule

President Moody-Russo requested a motion to approve the bill schedule as presented. A copy of which was in the meeting packet sent out earlier in the week.

Mr. Alge moved to approve the bill schedule for March 2019. Seconded by Dr. Lindamood. **Motion carried 7-0.**

2.4 Approval of Increase to Annual Appropriation Resolution, to the following fund:

2.4.1 8008 \$10,000.00 (ODH Lead Poisoning Prevention Grant Awarded)

Commissioner Baroudi explained that Kayla Demuth, Health Educator, was awarded the lead grant since the last Board meeting. President Moody-Russo requested motion for approval of the increase to the annual appropriation resolution for fiscal year ending 12/31/19.

Mr. Lovell moved to approve the Annual Appropriation Resolution, as detailed. Seconded by Dr. Lindamood. **Motion carried 7-0.**

2.5 Third/Final Reading on Proposed \$80.00 Fee for Out-of-County HIPS Trailer Demonstrations

President Moody-Russo requested motion for approval of an \$80.00 fee for out-of-county HIPS Trailer demonstrations.

Ms. Pasztor moved to approve the Out-of-County \$80.00 HIPS Trailer Demonstration Fee, as detailed. Seconded by Ms. Spoor. **Motion carried 7-0.**

3.0 SPECIAL REPORT

3.1 Harm Reduction Initiative: Bloodborne Infectious Disease Prevention Program (BIDPP)

President Moody-Russo introduced guest speaker Krista Pruitt, Injury Prevention Coordinator, HPH. Ms. Pruitt discussed multiple aspects of harm reduction programs with focus on service to the substance abuse community. Benefits to the public of such an approach include decreased blood-borne illness/death (i.e., hepatitis B/C, perinatal hepatitis C, HIV), reduced crime rate, increased employment. Ms. Pruitt is in regular communication with other active BIDPP program leaders in Ohio (Lucas and Montgomery counties). Dr. Lindamood asked about cost; Mr. Baroudi stated syringe service programs (harm reduction) are very low cost and can be funded with grants and potential help from ADAMHS. Dr. Lindamood suggested that in order to have positive community support, HPH will need to present harm reduction with a measurement-based approach. Ms. Jones asked about concern for negative responses from community; Ms. Pruitt stated that each community presentation will be focused on statistical back-up to help community members understand the positive impacts of harm reduction on

the public as a whole. Dr. Lindamood opined that first there will need to be baseline statistics in order to demonstrate future progress. Mr. Alge and Ms. Jones suggested that presenting successful testimonials may be influential. Finally, Ms. Pruitt stated that seeking support from Lucas Co. Sheriff Tharp may be helpful in gaining support from Hancock Co. law enforcement. Mr. Baroudi stated the Board will be updated on community response to harm reduction services as we move closer to implementation phase of the project.

4.0 STAFF REPORTS

4.1 Medical Director

Dr. Ratnasamy presented an Oregon case report of tetanus in a 6-year-old child whose family chose self-suturing of a wound over vaccination; months of medical treatment and bills could have been prevented with a \$20.00 vaccination. Discussion ensued on tetanus vaccination update recommendations; Dr. Ratnasamy informed that generally adult tetanus should be updated every 10 years. Dr. Ratnasamy stated that tetanus can be fatal, and one of the highest risk groups is the elderly population secondary to failure to update vaccines.

4.2 Financial Report

Commissioner Baroudi presented 2019 first-quarter revenue trends from Board packet and slide presentation. Expenses since 2016 are increasing, but at a lower rate than Revenues' increases and he would like to keep it that way; no urgent trends identified since 2016 or predicted through 2019. The Board was invited to communicate HPH budget questions at any time. Mr. Lovell asked about revenue spikes in February/March; Mr. Baroudi explained that this was due to service-related trends, i.e., food licensing fees.

4.3 Health Planning & Promotion Services

Mr. Masters presented timeline for updating accreditation domain changes: 5/3/19 deadline to address re-opened domains; 5/6/19 meeting to upload changes; date of mock site visits 5/29-5/30/19. Mr. Masters stated he plans to reach out to President Moody-Russo, Dr. Lindamood, and Ms. Jones to meet regarding Board of Health governance involvement.

Mr. Masters further updated the Board on other two issues: 1) Communication with hospital staff for the car seat consultation program led by Kayla Demuth, and 2) Measles trend information with focus on increased incidence among Jewish populations in New York. Commissioner Baroudi added that there may be additional scholarship award available from the Community Foundation in collaboration with the hospital for Ms. Demuth's certified health educator training. The Board will receive updates on all these updates as available.

4.4 Personal Health Services

Ms. Chamberlin reported no major changes in nursing programs. The school nurse returned from leave. There was good feedback about the school nurse substitute, thus she is being kept on payroll to be used as a temporary fill-in as needed for nursing absences. An update on meetings with school superintendents was given by Ms. Chamberlin, with a report that Liberty Benton is planning on increasing their hours; however, nothing substantial at this time.

Communicable Disease Update by Ms. Chamberlin: There are two perinatal hepatitis C cases being followed in the community. There is a later peak than normal with Influenza A this year; Dr. Ratnasamy concurred that this is the latest Influenza A peak he has observed. Ms. Pasztor noted that the hospital conducts flu shots in September, but may need to change to October; Dr. Ratnasamy agreed that initiating shots in October may provide more thorough coverage throughout the season, although due to nature of antigen change there is about a 50-60% coverage success rate overall. Dr. Ratnasamy also stated that there are talks of developing a 10-year flu vaccine in the future. Mr. Alge inquired about measles issues; Ms. Chamberlin reported no great increase in measles (1-2 calls for vaccination requests).

Ms. Chamberlin updated on special trainings for all staff at HPH, including a recent training in Human Trafficking and in future Basic Self Defense. Discussion ensued regarding nurses having some concerns with potentially unsafe situations during visits. Suggestions were given: Mr. Baroudi noted that two nurses may go together on visits; Mr. Alge offered that the Sheriff's Auxiliary may be good contact for added protection.

Commissioner Baroudi gave a brief update on school contract re-negotiation, which involves 6% increase over two years. Larry Busdeker, ESC, appears open to discussing a draft contract.

4.5 Environmental Health Services

Ms. Summit discussed quarterly analysis of environmental service trends. Food complaints demonstrate consistent rising trend, due in part to increasing electronic communication regarding poison reports (website, "I Was Poisoned"). Food operators are being educated about these issues by HPH.

The Ohio EPA Mosquito Grant was again received, this year for \$21,190.00, totaling over four years combined \$84,140.00. Trae Gulgin, University of Findlay student, is now on staff assisting with the mosquito project.

The sewage Operation and Maintenance Program is growing faster than anticipated. EH now has two sanitarians managing this program due to increased growth (Ryan Sendelbach and Ashley Winters).

4.6 IT/Data Systems Services

Mr. Niese updated the Board on new building progress, which is 1-1/2 weeks ahead of schedule. Interior walls and electrical are finished, drywall is being installed, and paint/carpet are being chosen. Discussion ensued regarding installation of a fiber loop system as best option for connection and phone system in new building. It is a major project with cost involved, options are being considered. Estimated cost for paying ten years up front is \$40,000; paid monthly the ten-year cost would be double; thus, paying up front would be most economical. Selling point in connecting to fiber is that HPH could serve as disaster relief location for other county buildings.

4.7 Health Commissioner/Legislative Updates

Public Health Week was celebrated in the first week of April with a luncheon provided to HPH staff; also 100 years of public health is being celebrated this year. Commissioner Baroudi passed historical documents to the Board members for personal interest.

Legislative update: Commissioner Baroudi initiated discussion regarding House Bill 466, with emphasis on increased importance of home visiting programs, which correlates with trends in HPH service focus. A second update explained by Mr. Baroudi was the immunization bill exemption, which has very limited sponsorship due to much negative push-back by the House.

The 2018 Community Health Assessment (CHA) is finalized, with press released on 4/22/19. A community event will be held at the end of June 2019, when all significant information from the CHA and the complete Health Improvement Plan will be released.

Commissioner Baroudi offered update on various events recently attended by HPH staff:

- 1) No Wrong Door – community social service awareness, Mr. Baroudi gave presentation (well attended);
- 2) Box City at University of Findlay - Habitat for Humanity homelessness awareness (poorly attended), HPH may collaborate in future to seek better attendance;
- 3) Health Coalition Meeting – HPH in position to apply for larger grants for type 2 diabetes prevention;
- 4) Health Informatics Class, U of F - Mr. Baroudi was the guest speaker on data collection;
- 5) Meeting with Mayor Muryn and Safety Director Paul Schmelzer – Mr. Baroudi and Ms. Summit discussed acquisition of \$80,000.00 for W. Main Cross building and revisited financing for new building. No final answers. City waiting to sell W. Main Cross property. City considering plan to advance money for new building to HPH, will be presented to City Counsel at end of May 2019.
- 6) Meeting with Commissioners – Mr. Baroudi and Health Educator Kayla Demuth discussed wellness initiative for county employees. Commissioners confirmed commitment to help HPH with upcoming site visit building readiness costs (signage, door repair). Mr. Baroudi applied for \$62,000.00 grant through Community Foundation to help with other new building costs (i.e., furniture); Community Foundation Committee scheduled for new building site visit on 5/2/19 before approval.

Commissioner Baroudi presented an update regarding the Child Fatality Review Board (CFR). Purpose of CFR was to review recorded deaths over the last ten years and determine if/how these deaths could have been prevented. CFR report will be published.

A tour of the new building for Board members is planned for June 2019, per Mr. Baroudi and Mr. Niese.

5.0 BOARD REPORTS

5.1 Board Personnel Committee: Health Commissioner and Medical Director Annual Evaluations

Ms. Jones spoke about passing out evaluations for the Health Commissioner and Medical Director. Due date for completed evaluations is 5/3/19. Mr. Baroudi stated that a private drop-off box in the Health Department may be used for submission of evaluations, or evaluations may be given to Ms. Jones personally.

6.0 EXECUTIVE SESSION

President Moody-Russo asked for a motion for the Board to move into an executive session to discuss a personnel matter as it pertains to negotiation of the Health Commissioner contract. HPH Staff were dismissed.

Ms. Jones moved for the Board to recess into Executive Session, to discuss a personnel matter of negotiating employment terms of a public employee at 9:18 am.

Seconded by Ms. Spoons.

Roll call vote; Mrs. Spoons; Yes, Mr. Lovell; Yes, Dr. Lindamood; Yes, Ms. Jones; Yes, Ms. Pasztor; yes; Ms. Moody-Russo; yes, and Mr. Alge; Yes. Motion carried 7-0

At 9:40 am, Dr. Lindamood motioned to move the meeting out of executive session.

Seconded by Ms. Spoons. **Motion carried 7-0**

Coming out of Executive Session, the Board of Health took the following actions:

Ms. Pasztor made a motion to approve the renewal terms of the contract for employment of Mr. Karim Baroudi as the Health Commissioner for Hancock Public Health. The final contract to be reviewed by the prosecutor's office prior to President Moody-Russo signing on behalf of the Board. Seconded by Ms. Jones. **Motion carried 7-0**

7.0 OLD/NEW BUSINESS

7.1 Personnel – Commissioner Baroudi stated that there was NO hiring or separations during the month of March 2019

7.2 Facility Update: New facility remodeling update was done earlier in the meeting as part of Mr. Niese's report.

8.0 CONTINUING EDUCATION

Due to time constraints there was no group Continuing Education presentation at this meeting. Board members were urged to complete CE credits on their own.

9.0 NEXT MEETING

9.1 Friday, May 17, 2019 @ 7:30 a.m., Hancock Public Health Offices at 7748 Co. Road 140

10.0 ADJOURNMENT

Ms. Spoons motioned to adjourn the meeting at 9:43 am. Seconded by Ms. Jones. **Motion carried 6-0**



Nancy Moody-Russo, RN – Board President



Karim Baroudi, MPH – Board Secretary