



Hancock Public Health

Board of Health

Regular Meeting Minutes

April 16th, 2021 at 7:30AM



MEMBER ATTENDANCE:

- X Barbara J. Pasztor, MSN, RN (President)
- X William Alge, Esq.
- X Brian Edler (Vice President)
- X Karen Jones, MSN, RN
- X Michael Lindamood, M.D.
- X Nancy Moody-Russo, RN, JD
- X Robin Spoons (exited meeting at 8:28 a.m.)

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

STAFF:

- X Shannon Chamberlin, Nursing Director
- X Chad Masters, Health P&P Director
- X Craig Niese, IT/Data Manager
- X Lindsay Summit, Environmental Health Director
- X Alexa Heacock, Help Me Grow Director

1.0 CONVENTION

1.1 Call to Order

Board President Pasztor called the April 2021 regular virtual meeting to order at 7:30 a.m.

1.2 Introduction of Public Guests and Employees:

Commissioner Baroudi introduced one guest to the meeting, new HPH associate, Julie Robinson, Help Me Grow Home Visitor.

2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION

2.1 Approval of April 16th, 2021 Agenda Items

President Pasztor requested motion to approve the 4/16/21 meeting agenda as presented in the Board information packet.

Dr. Lindamood moved to approve the Agenda of the April 16th, 2021, Regular Board of Health meeting. Seconded by Ms. Spoons. Motion carried 7-0.

2.2 Approval of March 19th, 2021 Board Meeting Minutes

President Pasztor requested motion to approve the 3/19/21 meeting minutes as presented.

Ms. Jones moved to approve the minutes of the March 19th, 2021, Board of Health meeting as transcribed. Seconded by Ms. Spoons. Motion carried 7-0.

2.3 Approval of March 2021 Bill Schedule

President Pasztor requested motion to approve the bill schedule as presented.

Dr. Lindamood moved to approve the bill schedule for March 2021. Seconded by Mr. Edler. Motion carried 7-0.

2.4 Board of Health to RECOGNIZE Revenue for fiscal year ending 12/31/21:

- 2.4.1 PHEP FY'21 Grant (Preparedness Grant) in the amount of **\$1,456.28**
- 2.4.2 Mobile Health Clinic in the amount of **\$118,569.89**
- 2.4.3 COVID-19 Enforcement Award in the amount of **\$40,000.00**

President Pasztor requested motion to approve Board recognition of revenue.

Ms. Nancy Moody-Russo moved to approve the Board Recognition of Revenue, as presented.
Seconded by Mr. Alge. **Motion carried 7-0.**

2.5 Board of Health to Approve Appropriations INCREASE for fiscal year ending 12/31/21:

- 2.5.1 PHEP FY'21 Grant to Utilities, Notes Interest/Notes Principal line items in the amount of **\$1,934.11**
- 2.5.2 Mobile Health Clinic in the amount of **\$392,890.25**

President Pasztor asked Commissioner Baroudi to delineate all funds for the Mobile Health Clinic (MHC). Commissioner Baroudi stated that all MHC funds listed in Item 2.5.2 are donations from various community agencies; Mr. Baroudi announced each community agency name with its respective donation amount to HPH for the MHC. Mr. Edler asked when the MHC would be in place. Commissioner Baroudi reported that the bus would be delivered to HPH in the next two weeks, staffing for the bus is currently being worked out, with plans for an unveiling event, and hopes for being operational by mid-late May 2021.

Ms. Pasztor requested motion to approve appropriations increase.

Mr. Edler moved to approve the Appropriations Increase, as presented. Seconded by Ms. Jones. **Motion carried 7-0.**

2.6 Board of Health to Approve Two New LaRiche Toyota Car Leases

Commissioner Baroudi stated one of the new car leases will replace an existing Environmental Health car lease, and the other new car lease is an additional vehicle being added for Help Me Grow Program use. Lease cost is \$250/month/lease.

President Pasztor requested motion to approve two new HPH vehicle leases.

Mr. Edler moved to approve Two New LaRiche Toyota Car Leases, as presented. Seconded by Ms. Spoons. **Motion carried 7-0.**

3.0 STAFF REPORTS ON PUBLIC HEALTH RESPONSE TO COVID-19 PANDEMIC

3.1 Medical Director – Dr. Ratnasamy

Dr. Ratnasamy stated the incidence of COVID cases in Hancock Co. is still running high, in part due to the UK variant, which is highly contagious, however, Hancock Co. is no longer #1 in COVID cases and Dr. Ratnasamy stated hopefully numbers will continue to decrease with time. Another issue surrounding current pandemic concerns is the Johnson & Johnson (J&J) vaccine and its role in causing cerebral vein sinus thrombosis (blood clots). Dr. Ratnasamy cited 6 cases in 7 million administered J&J doses were found to have clots caused by the vaccine, thus the CDC, FDA and Advisory Council on Immunization Practices announced a pause from J&J administration in order to more carefully evaluate. Dr. Ratnasamy explained that the chances

of a person being affected by a blood clot due to the J&J vaccine are very small when compared to blood clots from smoking, use of birth control, and blood clots directly from contracting the COVID virus (16% chance of blood clots from COVID). He went on to explain that other vaccines have presented with concerns in the past (i.e., immune thrombocytopenic purpura [ITP] from Moderna, Pfizer, and MMR), however, overall the complications from vaccines are small and this break from J&J vaccine administration is simply to remain on the safe side.

3.2 February 2021 Financial Report and Analysis – Karim Baroudi

Commissioner Baroudi reported revenue trends continue to be slightly lower in Environmental Health due to ODH extension of fee due dates for selected licenses, but overall revenue is inflated compared to previous years mainly secondary to monies donated for the Mobile Health Clinic. Expenses are stable when compared to the previous six years. Mr. Edler made note that the revenue cushion from the MHC donations would be an advantage in the coming months with expected increases in labor wages potentially affecting HPH. Commissioner Baroudi stated HPH currently has competitive wages and expressed his opinion that the fiscal policies have remained stable for HPH and he expects that stability to continue. No other comments or concerns were voiced by the Board regarding the current financial report.

3.3 Health Planning & Promotion Services – Chad Masters

Mr. Masters updated the Board on accreditation documents submission, which occurred 4/7/21. The PHAB consultant reported to Mr. Masters she expects to be able to submit HPH accreditation documents to the PHAB review board meeting on 5/14/21; if not 5/14, the documents will be submitted in August 2021. Other grant updates were reviewed by Mr. Masters, all of which were detailed in the Board Packet for 4/16/21. Mr. Masters reported that the health educators have been busy implementing their Balance My Day Nutrition Program in five different school systems. In terms of a BIDPP Program update, Jamie Decker has been spending most his time doing outreach for the program while Gary Bright is focusing on grant management activities. Gary Bright has opined that Mr. Decker's outreach services are crucial to BIDPP Program, and without those assistantship activities Mr. Bright believes the program could not be successfully managed.

3.4 Health Services – Shannon Chamberlin

Non-COVID Clinic Update: Health Services report was verbal for the 4/16/21 meeting, no written report on file. Ms. Chamberlin reported Nursing Department activities are status quo, which has allowed staff to focus on covering Communicable Disease Nurse absence and grant deliverables. Ms. Chamberlin stated Allison Pickens, new clinical RN to HPH, has integrated into the nursing team successfully and is doing a great job covering in many different areas. Ms. Chamberlin announced Carrie Widman, LPN, submitted her resignation early to give HPH time for hiring and training nursing staff to take her place. The school nurses are currently wrapping up their duties for the school year and making plans for their Mid-Del Training.

COVID Clinic Update: Ms. Chamberlin reported that COVID vaccination clinics are beginning to plateau, thus Nursing Dept. is looking for ways to reach out to the public and fill the gaps of those residents who have not been vaccinated (particularly homebound and/or school aged residents). A walk-in vaccination clinic was held on 4/14/21 at 50-North, which served 60 residents for vaccines. Ms. Chamberlin opined walk-in clinics may be better managed in the

HPH building in the future. Nursing is also reaching out to smaller local factories and distribution centers to provide on-site vaccination clinics for employees.

Finally, Ms. Chamberlin voiced her appreciation for Dr. Ratnasamy's gift of providing lunch for all HPH employees during Public Health Week and also thanked all COVID vaccination clinic volunteers. The Board voiced no questions regarding the Health Services verbal report. Commissioner Baroudi stated the Health Services written report as of the 5/21/21 BOH meeting would be comprehensive to include April and May 2021.

3.5 Help Me Grow (HMG) Program – Alexa Heacock

Ms. Heacock gave update coinciding with her written Board report, including introduction of new HMG home visitor, Julie Robinson. Ms. Robinson stated she had been with Allen Co. HMG Program as a home visitor for 11 years and will soon finish her Parents as Teachers Training with HPH. Ms. Heacock explained that the HMG program has been able to increase its service capacity by 15 extra families since Ms. Robinson's arrival (now serving 95 enrolled families, with only 3 on waiting list). Ms. Heacock stated that home visit statistics may appear inflated recently due to including "drop-off" visits when material items are dropped to participating families. However, ODH recently approved in-person outdoor home visits, thus the home visit numbers will return to a more normal statistic, as materials are able to be delivered during the actual on-site visits.

Finally, Ms. Heacock concluded by expressing her appreciation to the entire Board of Health for their leadership role with HPH and for their volunteer commitments during the pandemic.

3.6 Environmental Health Services – Lindsay Summit

Ms. Summit reported most EH staff are still spending a majority of their time on COVID question/complaint calls and vaccine scheduling, with assistance on these calls from the Health Education team.

A new undertaking in Environmental Services has been demanding more time from the sanitarians, which is a sanitary sewer connection mandate for some residents of the street regions of Blue Bonnet and Bittersweet in Findlay. Ms. Summit stated she anticipates residents to call with concerns; the Board was encouraged to forward all voiced concerns regarding this sewer connection project to herself (Ms. Summit) or Craig Krajeski, Registered Sanitarian. Mr. Edler voiced concern that one year may not be enough time for residents to respond to getting their sanitary sewer connections completed, especially given the potentially limited availability of sewage contractors. Ms. Summit acknowledged Mr. Edler's concerns and agreed there are many potentially limiting factors, including contractor availability, the weather, and other environmental conditions/concerns; however, Ms. Summit stated HPH must at least institute a timeline for finishing the project, and all difficulties will be discussed personally with residents who reach out with concerns regarding the timeline.

Ms. Summit reported there has been an increase in Public Records Requests by attorneys regarding COVID complaints in the last year, specifically employees voicing concerns about how employers were following COVID protocol within the workplace. HPH Environmental staff are responding to those records requests, and Ms. Summit stated she is thankful for the detailed

log of COVID business complaints which has been kept since the beginning of the pandemic by EH staff in this matter.

Finally, Ms. Summit thanked the Board for reaching out to all HPH staff with positive comments and messages during Public Health week.

3.7 IT & Health Data Management Services – Craig Niese

Mr. Niese reported most of his time in the last month has been spent working on new IT purchase installations and projects. The new server and storage network for the server are now installed. The next step is rolling out new computers that were purchased with COVID grant funds. The current computers at HPH are approximately five years old (purchased around the time of the merger), and this is the time at which replacements should be made. Following computer replacements, Mr. Niese announced he will be implementing a new document management system, which will benefit all HPH programs going forward with paperwork organization and access, including contact tracing, COVID response, Environmental Services, Clinical, and Health Education. Mr. Niese will update the Board on additional upcoming IT projects as they are implemented.

3.8 Health Commissioner Remarks – Karim Baroudi

Legislative Update: Commissioner Baroudi reported on a webinar regarding House Bill 22 and its effect on public health. The link for this webinar will be shared with Board members for CEUs. Otherwise, no formal legislative updates were available on which to report currently.

COVID Update: Commissioner Baroudi discussed COVID trends in Hancock Co. using Board report slides. Hancock Co. has recently gone down from #1 to #2 for COVID incidence rate in Ohio. Although overall the outlook for COVID trends is improving, with fewer infections in vaccinated individuals and people 70+, decreased hospitalizations, death rates, and per capita cases, Mr. Baroudi stated it will be some time before Hancock Co. goes from RED to ORANGE incidence status. Regarding vaccine statistics, 33.71% of Hancock Co. residents have been vaccinated, and Mr. Baroudi stated the demand for the vaccine is now decreasing. Because of the decreased vaccine demand, strategies for motivating residents to receive the vaccine will need to change, such as targeting smaller groups of people who might change their minds about receiving the vaccine with easier access or positive reminders. HPH and partners are currently making plans for new vaccination outreach efforts. Mr. Alge asked for elaboration on people who receive their first COVID vaccine but choose not to come back for their second dose. Commissioner Baroudi answered that second-dose cancellations are not as widespread of a problem in Hancock Co. Mr. Baroudi stated there have been a couple cases of residents cancelling second doses due to travel, but HPH was able to successfully reschedule their second dose appointments. The message to all Hancock Co. residents currently is to receive the second COVID vaccine dose even if it is later than the recommended timeline.

Health Assessment Update: Commissioner Baroudi announced the need for HPH to begin working on a new Health Assessment and resultant Community Improvement Plan (with the last cycle being in 2018, and requirement to be completed in 3-year cycles). Hospital Consultants of NW Ohio have been contacted, and the total cost from survey implementation to the improvement plan communication is \$50,000. Because this survey is a requirement not

only for HPH, five partners will work together and each contribute \$10,000 to survey cost, with those partners including Hancock Public Health, Blanchard Valley Hospital, ADAMHS Board, the Community Foundation, and the United Way of Hancock Co. The 2021 survey will not be as extensive due to inability to get into schools to conduct youth surveys, thus only adults will be surveyed, which is set to begin late September/early October 2021. Focus groups and exact timelines for meetings will occur soon, about which the Board will receive regular updates.

4.0 BOARD COMMITTEES

4.1 Personnel

Commissioner Baroudi announced the need to reorganize Board of Health positions and special committee participants every two years with formal nominations and stated because President Pasztor is in her second year as President of the Board it is time for these nominations to occur.

President Pasztor requested open nomination recommendations for Vice President of the Hancock County Board of Health, to serve as Vice President until March 2022, at which time the nominated Vice President will assume position as President of the Board for a two-year term. No nominations were immediately voiced. Commissioner Baroudi stated Board members were permitted to nominate themselves. Ms. Jones nominated self and Mr. Edler nominated self as willing to serve as Vice President until March 2022.

President Pasztor requested motion to close nominations for Vice President of the Hancock County Board of Health.

Mr. Alge moved to close BOH Vice President nominations. Seconded by Ms. Spoons. Motion carried 7-0. Ms. Summit read roll call.

Roll Call: Ms. Pasztor (BJ): <u>MR. EDLER</u>	Ms. Spoons (Robin): <u>MR. EDLER</u>
Ms. Moody-Russo (Nancy): <u>MR. EDLER</u>	Mr. Alge (Bill): <u>MS. JONES</u>
Ms. Jones (Karen): <u>MR. EDLER</u>	Mr. Edler (Brian): <u>MS. JONES</u>
Dr. Lindamood: <u>MR. EDLER</u>	

Commissioner Baroudi announced Brian Edler as the Vice President of the Hancock County Board of Health, based on 6:2 roll call, to serve as Vice President until March 2022, at which time Mr. Edler will assume the position as President of the Hancock County Board of Health.

Commissioner Baroudi reviewed all other Board Committee assignments:

Personnel Committee: Karen Jones and Robin Spoons

Environmental Health Committee: Dr. Mike Lindamood and BJ Pasztor

Finance Committee: Bill Alge and Brian Edler

No Committee members voiced opposition to continuing their current special committee participation. Nancy Moody-Russo announced she was not currently involved in a Committee due to her past Presidency status. Ms. Moody-Russo stated she would be willing to serve on any special committee with the most need or as recommended by the Board. Commissioner Baroudi opined that HPH would benefit most from Ms. Moody-Russo's expertise on the Finance Committee, and Ms. Moody-Russo accepted. No opposition voiced by other Board members.

5.0 OLD/NEW BUSINESS

5.1 Personnel: Julie Robinson, hired Monday 3/20/21, as an additional HMG Home Visitor.

6.0 CONTINUING EDUCATION

6.1 No CEUs were offered at the current meeting; links will be provided for individual completion.

7.0 NEXT MEETING

7.1 Friday, 5/21/21, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

8.0 ADJOURNMENT

President Pasztor requested motion for adjournment of the 4/16/21 Board of Health meeting.

Ms. Moody-Russo motioned the Board of Health to adjourn the regular (virtual) meeting of 4/16/21 at 8:46 a.m. Seconded by Mr. Edler. Motion carried 6-0.



Barbara J. Pasztor, RN, MSN Board President



Karim Baroudi, MPH, Board Secretary

