



# Hancock Public Health

## Board of Health

### Regular Meeting Minutes

February 17<sup>th</sup>, 2023, 7:30 a.m.



#### **BOARD MEMBER ATTENDANCE:**

- X Brian Edler, Board President (arrived 8:20 a.m.)
- X William Alge, Esq.
- X Karen Jones, MSN, RN
- X Michael Lindamood, M.D.
- X Nancy Moody-Russo, RN, JD
- X Barbara J. Pasztor, MSN, RN
- X Robin Spors
  
- X Karim Baroudi, MPH, Health Commissioner
- X William Kose, M.D., Medical Director

#### **STAFF:**

- X Shannon Chamberlin, Nursing Director
- X Alexa Heacock, Help Me Grow (HMG) Director
- X Chad Masters, Health P&P Director
- X Cheryl Miller, PR/Marketing Coordinator
- X Craig Niese, IT/Data Manager
- X Laura Reinhart, Mobile Health Clinic (MHC) Coordinator
- X Lindsay Summit, Environmental Health (EH) Director

## **1.0 CONVENTION**

### **1.1 Call to Order**

In absence of President Edler (arrived 8:20 a.m., 2/17/23), past Board President Ms. Pasztor called the Regular Board of Health meeting to order at 7:35 a.m.

### **1.2 Introduction of Public, Guests, and Staff**

There were no guests at the 2/17/23 meeting.

## **2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION**

### **2.1 Approval of 2/17/23 Agenda Items**

Ms. Pasztor invited the Board to voice corrections/changes to the 2/17/23 Agenda. Ms. Spors noted a correction needed in Section 5.0, Item 5.1: Correct the date for “No CEUs will be offered at today’s meeting, 1/20/2023” to No CEUs will be offered at today’s meeting, 2/17/2023.” Correction duly noted.

Ms. Pasztor requested motion to approve the 2/17/23 meeting agenda as presented in the Board information packet distributed earlier in the week and with Ms. Spors noted correction above.

**Ms. Jones moved to approve the agenda of the 2/17/23 Regular Board of Health meeting.**  
Seconded by Ms. Spors. **Motion carried 6-0.**

### **2.2 Approval of 1/20/23 Board Meeting Minutes**

Ms. Pasztor requested motion to approve the 1/20/23 BOH meeting minutes.

**Mr. Alge moved to approve the minutes of the 1/20/23 Board of Health meeting.** Seconded by Ms. Moody-Russo. **Motion carried 6-0.**

### 2.3 Approval of January 2023 Bill Schedule

Mr. Alge asked for clarification of bill schedule line entitled “Help Me Grow (HMG) Family Retention Items.” Ms. Heacock explained this line item is refunded through the Ohio Children’s Trust Fund Grant. Parents involved in the HMG Program receive education and safety instruction within their homes, parents are then permitted to choose from a list of safety supports, thereafter HMG purchases the chosen safety items for each family. Mr. Alge asked if the amounts listed under HMG Family Retention Items are all included under the grant; Ms. Heacock answered yes that all the items are eventually refunded by the Ohio Children’s Trust Fund Grant. Commissioner Baroudi explained that the Trust Fund Grant purchases are expensed through HPH, hence the reason same purchases are reported in the regular bill schedule.

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

**Dr. Lindamood moved to approve the bill schedule for January 2023.** Seconded by Ms. Spoons. **Motion carried 6-0.**

### 2.4 Board of Health to **APPROVE and RECOGNIZE REVENUE** for Fiscal Year ending 12/31/23.

**2.4.1** Safe Communities in the amount of **\$2,500.00**

**2.4.2** State Opiate Stimulant (SOS) 3.0 in the amount of **\$62,102.79**

Mr. Alge asked if Item 2.4.2 was awarded by grant monies; Commissioner Baroudi answered yes that Item 2.4.2, SOS, is pertaining to a grant.

Ms. Pasztor requested motion to approve and recognize revenue as in Items 2.4.1 and 2.4.2 above. **Ms. Jones moved to Approve and Recognize Revenue for Fiscal Year ending 12/31/23, as detailed.** Seconded by Ms. Spoons. **Motion carried 6-0.**

### 2.5 Board of Health to **APPROVE APPROPRIATION DECREASE** for Fiscal Year ending 12/31/23.

**2.5.1** Food Program Revenues in the amount of **\$6,781.77**

Ms. Pasztor requested motion to approve an appropriation decrease as in Item 2.5.1 above.

**Ms. Moody-Russo moved to Approve Appropriation Decrease, as detailed.** Seconded by Dr. Lindamood. **Motion carried 6-0.**

### 2.6 Board of Health to **APPROVE APPROPRIATION INCREASES** for Fiscal Year ending 12/31/23.

**2.6.1** Harm Reduction in the amount of **\$2,918.44**

**2.6.2** Enhanced Operation in the amount of **\$9,415.64**

**2.6.3** Balance My Day in the amount of **\$10,500.00**

**2.6.4** Safe Communities in the amount of **\$2,500.00**

**2.6.5** State Opiate Stimulant (SOS) 3.0 in the amount of **\$62,102.79**

**2.6.6** State Opiate Response (SOR) 2.0 NCE in the amount of **\$44,407.66**

Commissioner Baroudi explained that Item 2.6.6 is unused or “extra” money appropriated from the SOR Grant (“NCE” meaning no cost-extension). Mr. Masters explained this carry-over money from ADAMHS (Item 2.6.6) will need to be used during 2023 and is advised by the State to be used before using funds 3.0 funds.

Ms. Pasztor requested motion to approve appropriation increases as in Items 2.6.1 through 2.6.6 above. **Dr. Lindamood moved to Approve Appropriation Increases, as detailed.** Seconded by Ms. Moody-Russo. **Motion carried 6-0.**

## **2.7 Board of Health to APPROVE SECOND READING of Proposed 2023 CPR Fees**

**2.7.1 American Heart Association’s (AHA) HeartSaver® Training at \$100.00**  
(Book & E-card included)

**2.7.2 AHA’s Basic Life Support® (BLS) Training at \$100.00** (Book & E-card included)

**2.7.3 AHA’s Recertification Training at \$50.00**

**2.7.4 AHA’s certification for K-12 Schools at \$5.00** (E-card included)

Ms. Jones asked if the CPR fees are comparable to fees being charged by other CPR educational services. Commissioner Baroudi stated most other CPR educational service fees are in the \$150.00 plus range, so the HPH training fees are a savings in comparison, even for individual vs. corporate/group registrants.

Ms. Pasztor requested motion to approve the Second Reading of Proposed 2023 CPR Fees, as in Items 2.7.1 through 2.7.4 above. **Ms. Jones moved to Approve the Second Reading of the Proposed 2023 CPR Training and Certification Fees, as detailed.** Seconded by Ms. Spoons. **Motion carried 6-0.**

Commissioner Baroudi conducted roll call related to Items 2.7.1 through 2.7.4 above:

**Roll Call: Mr. Alge (Bill): YES**

**Ms. Moody-Russo (Nancy): YES**

**Mr. Edler (Brian): ABSENT**

**Ms. Pasztor (BJ): YES**

**Ms. Jones (Karen): YES**

**Ms. Spoons (Robin): YES**

**Dr. Lindamood: YES**

## **3.0 STAFF REPORTS ON PROGRAMS & SERVICES TO THE COMMUNITY**

### **3.1 January 2023 Financial Report and Analysis – Karim Baroudi**

Commissioner Baroudi summarized his prepared financial report for the Board, including revenue trends in January 2023 and a seven-year balance comparison. No questions or concerns voiced by the Board.

### **3.2 Medical Director – Dr. William Kose**

Referred to the most recent influenza report provided in the Board packet earlier in the week, with special note made regarding decreased incidence of and hospitalizations for influenza, COVID and RSV across the board in Hancock County recently, stating that influenza spiked earlier than usual this season. On another note, Dr. Kose stated the CHIP, Health Needs Assessment, and Health Equity Report will be discussed at meeting’s end (2/17/23) with request for Board feedback at that time.

### **3.3 Mobile Health Clinic (MHC) Update – Laura Reinhart**

Ms. Reinhart provided a comprehensive written report summarizing all MHC activity in January 2023, with the central focus being City Mission visits and community wellness events planning/outreach.

Regarding the Dexcom (continuous glucose monitor) study, Ms. Reinhart summarized her written Board report, making special note that the initial goal for the Dexcom study of registering the first 300 study participants has been met (300 patients total), with a second wave of participants beginning soon using a small monitor device that may be easier to use the new generation of devices (G7). Ms. Reinhart described a Dr. Polonsky from University of California, San Diego, who has initiated contact with HPH to conduct a behavioral study of Dexcom participants. The study will involve patient interviews focusing on patient subjective self-report regarding behavioral changes made as a result of Dexcom study participation. Long-term results of such studies could eventually impact insurance coverage of continuous glucose monitor treatment for insulin-dependent and possibly non-insulin-dependent diabetic patients. Graphics were presented to the Board regarding encouraging health/lab/weight progress of Dexcom participants.

### **3.4 Health Planning & Promotion/Accreditation – Chad Masters**

Mr. Masters summarized his detailed printed report provided in the Board packet earlier in the week. No significant concerns or questions from Board members.

### **3.5 Health Services – Shannon Chamberlin**

Ms. Chamberlin summarized her detailed printed Board report, clarifying questions from Mr. Alge regarding immunization rate trends. No other questions from Board members.

### **3.6 Help Me Grow (HMG) Program – Alexa Heacock**

Ms. Heacock summarized her printed Board report provided in the Board packet earlier in the week, with a focused discussion on Governor DeWine’s potential new initiative to develop a “Department of Youth and Children.” No details yet known regarding this new department, but Ms. Heacock stated she believes it will affect Help Me Grow in some way. More updates as information allows.

Ms. Heacock made mention of her efforts exploring language translation services for HPH customers by connecting with other community organizations and researching their translation services. Commissioner Baroudi emphasized that translation services are needed not only for HPH customers but community wide. Mr. Baroudi described his most recent proposal to the Community Foundation for a 6-month pilot study whereby the Foundation provides \$10,000.00 for 2500 minutes of translation services and 5 IPADS to assess translation needs trends at HPH; he is awaiting a response from the Community Foundation. It is hoped that once the 6-month translation service pilot is complete, there may be consideration given for a community-wide language translation service. Mr. Alge asked if people who speak Portuguese could benefit from other-than-Portuguese-language translators. Ms. Heacock stated Portuguese-speaking people can understand some Spanish, but they are two different languages. Commissioner Baroudi opined translation services need to be provided for the exact language of the customer due to the often-complex nature of the service being provided and potential legality issues related to those services (paternity affidavits/birth records).

### **3.7 Environmental Health (EH) Services – Lindsay Summit**

Ms. Summit summarized her written Board report, explaining that Plumbing Program numbers have decreased due to Eric Helms, HPH Plumbing Inspector, being out for an extended period of time since 12/2022 until current. The coverage plumbing inspector from Ottawa County comes in one day per week to conduct Hancock County plumbing inspections, thus severely reducing the usual time spent on plumbing inspections (Mr. Helms normally available five days per week). Ms. Summit stated it is hoped Mr. Helms will be released to full work schedule in March 2023. Food inspection completions are currently stable.

Discussion ensued regarding the continued vacant REHS (Registered Environmental Health Specialist) position in EH. There have been cancelled interviews and some preliminary phone interviews, but per Ms. Summit the most difficult aspect of filling this position is finding an appropriately qualified candidate. President Edler asked about exact qualifications and how HPH reimburses Sanitarians-In-Training (REHSIT) for the test to become an REHS. Ms. Summit and Commissioner Baroudi clarified for the Board qualifications of an REHSIT and REHS and stated the REHS test is reimbursed for an REHSIT if the test is passed.

Ms. Jones asked why Hancock County food inspection reports are not routinely publicized in the Courier. Ms. Summit stated food inspection reports are public record and freely accessible for the Courier and private residents. Commissioner Baroudi stated food inspection report publication is up to Courier protocol.

Ms. Chamberlin addressed and asked for clarification regarding the EH report on increased Smoke-Free-Ohio complaints, where citizens can call a 1-800 number and report smoking in public places. Ms. Summit stated all those complaints were related to cigarette use and not vaping.

Mr. Alge asked if the reduced plumbing inspection trends are a result of a workforce issue. Ms. Summit stated inspections are on target for January of 2023, but there have been reductions in inspections due to the COVID peak in 2021 which was considered normal per the pandemic. Ms. Summit stated, due to the vacant REHSIT position and the currently decreased availability of the Plumbing Inspector, some EH tasks/inspections have needed to be put on hold in order to prioritize more time-sensitive tasks/inspections; however, there are no significantly alarming workforce issues currently indicated.

### **3.8 IT & Health Data Management Services – Craig Niese**

Mr. Niese reported the Board progress related to the recent electronic medical record (EMR) project, stating the data migration from HDIS (previous system) to ECW (new system, EMR) was successful as of 2/16/2023. There were some failed data exportation issues, but these issues did not interfere with the planned staff training to occur the week of 2/20/23.

Mr. Niese also reported on a recent problem occurring in organizations other than HPH related to email hacking activities with significant computer viruses resulting. Taking a preventative approach, Mr. Niese has been working to educate HPH staff on vigilance with scam emails.

### **3.9 Health Commissioner Remarks & Legislative Update – Karim Baroudi**

#### Legislative:

--Senate Bill 9, Medical Marijuana Law Revision: Most significant change is moving the medical marijuana oversight from Pharmacy Boards to the Department of Commerce, possibly in preparation for legalization.

--Senate Bill 16, Perishable Food Donation Liability: Gives immunity from liability for perishable food donation illnesses and extends this immunity to food banks.

-- Department of Youth and Children, as proposed in Governor DeWine's new budget: Governor's intention is to move youth programs into this newly created department at a cabinet level which will have its own budget. Early intervention has already been moved. HPH and Help Me Grow are taking a wait-and-see approach.

--Increased State Budget investment in Public Health: Governor DeWine's new budget proposes increasing public health State monies from the current total distribution amount of 2.5 million to 20 million. Governor is proposing possibly making this part of a subsidy and tying it closely to accreditation, which would make HPH well positioned to get a decent subsidy.

--House Bill 558, Narcan Liability/Good Samaritan: Protects people who administer Narcan to another individual from any liabilities associated with administering Narcan.

--Establishment of Suicide/Overdose Fatality Review Board: ORC calls for the County Commissioners to authorize the Health Commissioner to create said Board. Commissioner Baroudi presented to County Commissioners on 2/14/23, they authorized for Mr. Baroudi to create said Board, and Mr. Baroudi appointed Brittany Nye, HPH, as Board Chairperson.

Commissioner Baroudi updated the Board on a Community Health Improvement Plan release event held on 2/16/23. Most community partners were in attendance. Emphasis during the meeting was on promoting involvement of all community partners for optimum success versus sole involvement of Public Health or BVH (i.e., Housing, Transportation, Behavioral Health organizations, etc.). During the meeting, Mr. Baroudi spoke about the direct link between increased disparities in social determinants of health and poor health measures in individuals, groups of individuals, and community regions. There was discussion of the creation of a Community Health Navigator position, who would connect all involved organizations and community partners. Mr. Baroudi reviewed in more detail the list of proposed health initiatives. Part of the presentation included information on the dashboard created by Jessica Shrake, CDC epidemiologist, which will be used to demonstrate progress within each health initiative. It was also proposed that workgroups will form to represent each involved community organization.

## **4.0 OLD/NEW BUSINESS**

### **4.1 Personnel – No hiring or separations since the January Board of Health meeting.**

**4.2 Annual HDAC (Health District Advisory Council) Meeting, Monday, 3/6/23, 5-7 p.m.**  
Dinner from 5-6 p.m., Business Meeting to start at 6 p.m.

**4.3 Update: Establishing Academic Public Health Department at HPH**  
Commissioner Baroudi has met with Dean Richard States, Health Sciences, University of Findlay. There was some discussion about needing a coordinator for this project. More updates will be provided to the Board as available.

**4.4 Update: Champion of Public Health Nominations**  
The Board will make final nominations in the 3/17/23 BOH meeting. Discussion ensued with recommendations made for more than one public health award each year, with a total of three awards recommended in total: Annual Champion of Public Health Individual Award, Annual Lifetime Achievement Champion of Public Health Award, and Annual Agency Champion of Public Health Award.

**5.0 EXECUTIVE SESSION**

Commissioner Baroudi requested motion to move the 2/17/23 Regular Board of Health Meeting into Executive Session at 9:25 a.m. to discuss a Personnel Matter as it pertains to Employee Retention.

**Ms. Pasztor moved to approve the request for an Executive Session of the BOH 2/17/23 Meeting to discuss a Personnel Matter and Employee Retention.** Seconded by Mr. Alge. **Motion carried 7-0.**

Commissioner Baroudi conducted roll call related to motion in consideration, above:

<b>Roll Call: Mr. Alge (Bill): YES</b>	<b>Ms. Moody-Russo (Nancy): YES</b>
<b>Mr. Edler (Brian): YES</b>	<b>Ms. Pasztor (BJ): YES</b>
<b>Ms. Jones (Karen): YES</b>	<b>Ms. Spoons (Robin): YES</b>
<b>Dr. Lindamood: YES</b>	

Ms. Jones motioned for the Board to move out of Executive Session at 9:57 a.m. Seconded by Ms. Moody-Russo. Motion carried 7-0.

**Exiting Executive Session, The Board considered the following Action:**

President Edler requested motion for the Board to approve new hours of operation of Hancock Public Health from 8:00a-4:00p Tuesday through Friday, and from 9:00a-4:00p on Mondays, including employees having a working lunch.

**First: Ms. Pasztor and Second: Ms. Moody-Russo Roll Call VOTE: 7-0**

Commissioner Baroudi conducted roll call related to Board action above:

<b>Roll Call: Mr. Alge (Bill): YES</b>	<b>Ms. Moody-Russo (Nancy): YES</b>
<b>Mr. Edler (Brian): YES</b>	<b>Ms. Pasztor (BJ): YES</b>
<b>Ms. Jones (Karen): YES</b>	<b>Ms. Spoons (Robin): YES</b>
<b>Dr. Lindamood: YES</b>	

**6.0 CONTINUING EDUCATION**

6.1 No CEU's were offered during the 2/17/23 BOH meeting.

**7.0 NEXT MEETING**

7.1 Friday, 3/17/23, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

**8.0 ADJOURNMENT**

President Edler requested motion for adjournment of the Regular 2/17/23 Board of Health meeting.

**Ms. Pasztor motioned the Board of Health to adjourn the Regular Meeting of 2/17/23 at 9:59 a.m.**

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



Brian Edler, Board President



Karim Baroudi, MPH, Board Secretary