



Hancock Public Health

Board of Health

Regular Meeting Agenda

February 21st, 2020 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 Brian Edler
- X Robin Spoons
- X Barbara J. Pasztor, MSN, RN (arrived at 7:42 a.m.)

- X Karim Baroudi, MPH, Health Commissioner
- A 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 February 2020 regular meeting to order at 7:29 a.m.

1.2 Guests

Commissioner Baroudi announced the presence of one new associate, Ryan Burks, Sanitarian Technician, who began employment with Hancock Public Health on 2/3/20.

2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION

2.1 Approval of 2/21/20 Agenda Items

President Moody-Russo requested motion to approve the 02/21/20 meeting agenda as presented in the Board packet of information distributed earlier in the week.

Ms. Spoons moved to approve the Agenda of the February 21st, 2020, Regular Board of Health meeting. Seconded by Ms. Jones. Motion carried 7-0.

2.2 Approval of 1/17/20 Board Meeting Minutes

President Moody-Russo requested motion to approve the 1/17/20 Board meeting minutes.

Dr. Lindamood moved to approve the minutes of the January 17th, 2020, Board of Health meeting as transcribed. Seconded by Mr. Edler. Motion carried 7-0.

2.3 Approval of January 2020 Bill Schedule

President Moody-Russo requested motion to approve the bill schedule as presented.

Mr. Alge moved to approve the bill schedule for January 2020. Seconded by Dr. Lindamood. Motion carried 7-0.

2.4 Approval of Second Reading to Establish Temporary Tattoo/Body Art License Fee

Commissioner Baroudi explained at the 1/17/20 Board meeting that a First Reading was approved for establishing a \$100 temporary tattoo/body art vendor license fee for an upcoming body art multi-vendor event in Hancock County.

President Moody-Russo requested motion to approve the establishment of a temporary tattoo/body art license vendor fee for an upcoming multi-vendor event.

Commissioner Baroudi Conducted Roll Call at 7:50 a.m.:

President Moody-Russo: X

Mr. Alge: X

Ms. Jones: X

Dr. Lindamood: X

Mr. Edler: X

Ms. Spoor: X

Ms. Pasztor: X

Mr. Edler moved to approve the temporary body art license fee, as detailed. Seconded by Dr. Lindamood. **Motion carried 7-0.**

2.5 Approval to Waive Habitat to Humanity Plumbing Permit Fee

President Moody-Russo requested motion to approve waiving the \$200.00 plumbing permit fee for Habitat for Humanity at 831 Putnam Street in Findlay, Ohio.

Dr. Lindamood moved to approve waiving the plumbing fee, as above. Seconded by Ms. Jones. **Motion carried 7-0.**

2.6 Approval of BOH Resolution Recognizing Revenues for Fiscal Year ending 12/31/20:

2.6.1 \$11,000.00 (Balance My Day – Community Foundation Grant awarded)

2.6.2 \$ 500.00 (Immunization Clinic awarded funding for supplies/freezer)

Commissioner Baroudi summarized purpose of Item 2.6.1 above, with the Balance My Day grant money to go toward Health Educator initiative geared toward elementary school student school visits for health choice/healthy eating teaching. Mr. Baroudi pointed out that the Health Educators had lost state funding for the Balance My Day program for fiscal year 2019. Mr. Baroudi explained details of Item 2.6.2 above, with \$500.00 funding being granted based on Immunization Nurse, Tatum Weber, submitting statistics to the State, which will go toward purchasing a new and more functionally efficient freezer for the Nursing Clinic. Mr. Edler inquired about back-up sources for power for the HPH building; Mr. Baroudi answered that there is a generator for the entire HPH building; Ms. Chamberlin added there is a back-up alarm system plan in the event cold storage vaccines need to be temporarily transferred/stored.

President Moody-Russo requested motion to recognize revenue Items 2.6.1 and 2.6.2 above.

Ms. Jones moved to approve BOH Resolution recognizing revenues, as detailed. Seconded by Ms. Spoor. **Motion carried 7-0.**

3.0 STAFF REPORTS

3.1 Medical Director

Commissioner Baroudi presented Medical Director's report, in Dr. Ratnasamy's absence. Aside from Dr. Ratnasamy being busy with increasing flu incidence, the coronavirus (COVID-19) has been getting more attention in medical communities and the media, with 76,000 cases worldwide and 16 cases in the United States as of 2/21/20. Mr. Baroudi reported that the virus does not appear to have rapid spread in the U.S. yet and it appears to be stabilizing in China. The Public Health Leadership team members have been active in preparation for potential incidence of COVID-19 in Hancock Co., working closely with Blanchard Valley Hospital, University of Findlay staff, and local schools. Ms. Jones inquired about pro-active measures taken regarding coronavirus surveillance; Mr. Masters answered that many agencies are still asking about travel history, however, no other standard pro-active surveillance has been initiated yet. Ms. Jones asked if Hancock Public Health has had communication with companies whose employees travel abroad frequently; Mr. Baroudi stated Hancock Public Health is awaiting formal communication from the Centers for Disease Control (CDC) and Ohio Department of Health (ODH) before making public statements to the business community. At this time, travel in and out of the U.S. is being handled at the borders rather than at local levels. Mr. Baroudi noted a rising concern of potential discrimination against Asian populations related to coronavirus originating in China. Mr. Baroudi reported that so far it is believed COVID-19 cannot be transmitted through packaged foods monitored by the FDA. Ms. Jones stated that there is a level of hysteria on social media regarding COVID-19 spread and perhaps HPH might consider published statement.

3.2 Financial Report

Commissioner Baroudi stated the leadership team is preparing a summary report of 2019 fiscal year for presentation to the District Advisory Council (DAC). Although there was a spike in expenses due to new building costs, HPH ended with a positive balance of \$24,000.00, thus marking the third year in a row that HPH has ended in the black.

Commissioner Baroudi presented the January financial information in paper and slide form. There was discussion regarding how to present budget issues moving forward in the next DAC meeting. Ms. Jones stated there is intent on the county side that Hancock Public Health would be self-sustaining five years after the merge. Ms. Pasztor suggested it would be helpful to present benchmarking data pertaining to other health departments in terms of financial support in order to compare to HPH. Mr. Baroudi stated that he does have per capita calculations and plans on presenting to the DAC. Although Mr. Baroudi does not expect any great fiscal changes from current, it is expected that HPH will continue to need support from the community. Mr. Edler commented to gather data on how many services HPH offers versus the services of other health departments as an explanation for funding needs. Mr. Alge suggested HPH could explain some of our increased funding needs due to the accreditation process. Ms. Pasztor stated that, during past DAC meetings, it did not appear to be a promise that the Health Department would not require funding beyond the five-year merge, it was more a goal that there may not be as much financial need. Commissioner Baroudi stated that

regardless of all these issues, Hancock Public Health will continue to require community leadership support going forward. Mr. Baroudi announced more updates will be provided after the next DAC meeting, which is scheduled for March 4, 2020, at 6:30 p.m. Ms. Pasztor asked if participants could use a call line for participation in the next DAC meeting; Mr. Baroudi stated he would provide this information to Board members.

3.3 Health Planning & Promotion Services

Mr. Masters announced that Hancock Wood Electric did not provide as much money for the Safe Sleep program as anticipated (HPH asked for \$8,000, but received \$3,200); however, this will still be enough funding to provide #30 safe sleep kits to community members. The Health Educators are actively seeking out other funding opportunities for the Safe Sleep Program.

Commissioner Baroudi added information regarding the Infectious Disease Prevention Program, initiated by Gary Bright, Injury Prevention Coordinator, who is putting together a summary of the program. So far HPH is receiving positive responses from the community leaders and District Advisory Council, however, Mr. Baroudi forewarned the Board that is anticipated potential push-back from Hancock County residents as this program becomes more publicized. Part of the Infectious Disease Program will entail a half-day clinic with wrap-around safe-space services, with a start date of 3/20/20. Mr. Edler asked how the Infectious Disease Program is being advertised; Mr. Baroudi stated the goal is not to widely publicize, but instead to target stakeholders whose clients might benefit from the service in hopes that word-of-mouth will serve as the main informational/referral source.

Mr. Alge opined that the plan for the Infectious Disease Prevention Program is good, however, he is worried that it might create an issues similar to the development of a recovery home in the past in Hancock County, where information was thought to be withheld from the public. Mr. Baroudi explained that no information is being withheld about the Infectious Disease Prevention Program, the public will be fed information regularly and HPH has already met with the Courier Editor Board about publicity efforts; however, initially we are going to rely on word of mouth for referral sources. Mr. Baroudi clarified that the focus on information given to public is that the new program is based on science/research and 100% covered by grants, thus will be no cost to the community.

Ms. Jones asked if there are concerns for security of HPH employees. Mr. Baroudi stated there will be three staff present for all the half-day clinics, including a hopeful part-time hire of a Peer Support Specialist, Gary Bright, and a Nurse. A plan is in place for communicating with the Police Department in the event of security issues. Law enforcement officials have already requested that all supplies given to clients participating in this new program be provided in clear containers/bags in order to avoid suspicious activity and unnecessary searches.

Dr. Lindamood advocated for a pro-active response to the public regarding the new Infectious Disease Prevention Program. He stated he understands choosing not to publicize details of the program at initial onset, but stressed that at any hint of negative publicity or public concern (i.e., Letters to the Editor), Hancock Public Health should have a plan in place on how to respond publicly.

3.4 Personal Health Services

Ms. Chamberlin reported that data collection will be an essential piece of the new Infectious Disease Prevention Program and welcomed Board members' suggestions on ideas for data collection. Ms. Chamberlin forewarned a predicted rise in hepatitis C numbers at the beginning of the program, mainly due to HPH being able to test and treat previously completely untested/untreated individuals. It is hoped that as the program continues, this initial rise in hepatitis C cases will decrease. It is anticipated that Hancock Public Health might receive clients from neighboring counties in Ohio, as only Lucas County has a similar program. Clients participating in the Infectious Disease Prevention Program will be asked to fill out a form for data collection, including items such as county of residence (zip code), number of times using drugs per week, etc. Mr. Edler asked if the Board could view this form; Ms. Chamberlin answered she would make this form available for Board members once the form is created.

Mr. Alge asked what would happen in the new Prevention Program if a client tested positive for an infectious disease such as hepatitis C. Ms. Chamberlin stated that HPH staff would educate the client on rehabilitative treatment options for sober living and staff would attempt to vaccinate the client for hepatitis A/B vaccinations. For HIV positive tests, the client would be referred to a disease intervention specialist through Allen County.

Mr. Edler asked how long it would take to gather results on the new Infectious Disease Prevention Program. Commissioner Baroudi answered that pertinent data would be gathered quarterly, but the Board will be receiving regular monthly updates.

Mr. Alge asked about the value of reaching out to local mental health clinics as potential referral sources to the new Infectious Disease Prevention Program. Mr. Baroudi answered that collaborative professional relationships between mental health providers/agencies and Hancock Public Health are expected to naturally occur. Mr. Masters stated that Gary Bright has met with Blanchard Valley Hospital and many other community agencies about potential referrals going both ways – clients referred to Hancock Public Health Disease Prevention Program and clients referred from HPH to local health providers. Mr. Masters commended Mr. Bright's efforts to make solid connections which he believes will be very beneficial for the new program.

Ms. Chamberlin continued her Personal Health Service Board report by announcing a new vaccine, HEPLISAV-B, a two-dose hepatitis B vaccine used only for adult patients (18+-year-olds), which would provide equal or better CPT reimbursement. It is the goal of Nursing Program to add the HEPLISAV-B to the vaccination program.

Ms. Chamberlin noted that the Nursing Clinic is almost out of available flu vaccines. Mr. Alge asked if there has been an increase in demand for flu vaccinations; Ms. Chamberlin answered there has been no increased demand, the walk-in clinics have been steady but will soon be discontinued once the vaccines are out.

Per the Board Agenda, it was announced that there will be two new Nursing personnel beginning at Hancock Public Health the week of January 20, 2020: 1) Nursing Receptionist, who will help at Nursing Clinic front desk, and 2) Communicable Disease Nurse, who will take the place of Tyler Alt.

Ms. Chamberlin gave an update on the ongoing vaccine education campaign at HPH. There will be a vaccine educational session (community meeting) open to public, the first will occur February 27, 2020, at 4:30 p.m., in the HPH Conference Room. There will be two other educational sessions for the public in the near future and most of the county schools are allowing educational sessions to occur during school visits by the Nursing staff.

3.5 Environmental Health Services

Ms. Summit reported on the status of the food license renewal season, keeping all Environmental Health staff busy. She commended the three food sanitarians, Kurt Schroeder, Heidi Phillips, and Craig Krajeski, on the successful and timely completion of all their necessary food facility inspections. Ms. Summit reported the continued open position for a Registered Sanitarian. The position has been consistently posted, but no applications have been submitted as of 2/2020. Ms. Summit and Mr. Burks, Sanitarian Technician attended a T-21 Compliance Check Program on 2/20/20. Mr. Burks has reach out to Ohio Department of Health for funding for the tobacco compliance program. Otherwise, Environmental Services is status quo. Commissioner Baroudi added to the Environmental Health Service report with an announcement of an upcoming meeting with the Mayor's Office and Zoning Department, with an attempt to organize/clarify the increasing nuisance complaints received by Hancock Public Health. Currently the City of Findlay has been referring condemned housing issues to HPH, and Mr. Baroudi stated we need to potentially involve the Fire Department and/or other governing bodies in this matter. Commissioner Baroudi suggested how a city-wide garbage pick-up program with cost incorporated into water bills (such as exists in Sylvania) might be beneficial in reducing garbage nuisances. Regardless of potential solutions, however, a complete responsibility on HPH to condemn houses would be a significant burden on the Board of Health in the long run, thus an attempt will be made to resolve these issues and updates will be given to the Board when available.

3.6 IT/Data Systems Services

Mr. Niese commented on a report compiled by Dan Klein, Vital Statistics Registrar, on Hancock County death data for 2019 (presented in slides and BOH packet). Mr. Klein is in the process of compiling birth record data, which will be presented to the Board when available.

From a security standpoint with data services, Mr. Niese has been working on a lot of testing throughout the building to ensure functionality for HPH staff.

Mr. Niese announced the necessity of replacing a south side of building door due to increased staff use. During the building move, Garlock Brothers had stated that door was oversized and may shift with increased use, thus a new, smaller door has been ordered and is scheduled to be installed in February. Commissioner Baroudi informed the Board of a potential roof leak that

was noted in January 2020. The original roofers of the building made repairs, and HPH leaders will be assessing the outcome of that repair during the next couple downpours to ensure proper repair.

3.7 Health Commissioner/Legislative Updates

Legislative Updates: No active discussions about gun control of late. Most the focus at the legislative level has been on funding of public health in general, trying to find more sustainable funding for public health departments instead of local communities bearing all fiscal responsibility.

3.7.1 Performance Management Report Summary: Commissioner Baroudi presented previous performance data for 2019. Mr. Baroudi announced that HPH is in the process of revising performance measurement indicators, especially since there will be access to ClearView, the new performance measurement system through the State. Performance measurement updates to the Board of Health will now occur quarterly. The Board will be encouraged to provide suggestions on performance measure indicators as the new system, ClearView, is initiated.

3.7.2 Commissioner Baroudi discussed one agenda item planned for the District Advisory Council meeting on March 4, 2020, at 6:30 p.m. in the Hancock Public Health Conference Room. Two Board of Health members are up for reappointment: Mr. Alge is expected to be reappointed by the City, and Ms. Jones has verbalized her willingness to serve another term; their five-year nominations will be taken care of at the DAC meeting.

4.0 OLD/NEW BUSINESS

4.1 Personnel

Laura Courtad, Epidemiologist/Emergency Planner: Separated during probation period.

Jane Catlett, RN: Will join the team to fill the Communicable Disease Nurse position, 2/25/20.

Elisa Dyer, MA: Will join the team to fill the Clinic's Receptionist position, 2/26/20.

4.2 Mobile Health Clinic

Commissioner Baroudi reported that the Mobile Health Clinic work group meeting had poor attendance in January 2020 due to ice storm weather conditions. Mr. Baroudi expressed that HPH is struggling to keep with fundraising efforts by the committee at Rotary, as Rotary recently announced they are ready to give another \$15,000.00. Ms. Pasztor asked where the funds are being applied; Mr. Baroudi explained that all the previous Rotary funding has been applied to operation budget, hiring staff and operation of the actual clinic. Bill Ruse has pledged \$25,000.00 toward the capital/purchase of the bus. Commissioner suggested that the group is reconsidering purchase of a smaller bus or look at different ways to raise money for the bus, perhaps teaming with the University of Findlay on a federal grant.

4.3 Unconscious Bias Training, University of Findlay

Commissioner Baroudi briefly reported on a training attended by HPH Leadership team with focus on unconscious bias in the workplace. The training was so well received that leadership is considering possibly seeking a joint training session of a similar topic with hospital and HPH staff together to reduce cost for speaker.

4.4 Ohio Department of Health Survey on Merged Health Departments

Ms. Jones reported on her participation in a survey conducted by ODH on health department merge experiences (10-11 different health departments). There were no significant differences noted by Ms. Jones in the HPH merge compared to other health department merge experiences. One common problem cited by Ms. Jones among all health department merge experiences was the smaller workspace available following the merge. Ms. Jones stated she feels the merge has allowed opportunity for a broader range of public health services which may not have been possible at a smaller-scale level. Ms. Summit stated she felt that the largest reward from the HPH merge was having a full-time Health Commissioner. Ms. Jones will share the complete ODH report release with the Board when complete.

5.0 CONTINUING EDUCATION

5.1 No CEU's will be offered at current meeting; links will be provided to complete individually.

6.0 NEXT MEETING/S

6.1 Friday, March 20th, 2020, at 7:30 a.m., Hancock Public Health, 2225 Keith Parkway.


6.2 DAC Annual Meeting, March 4th, 2020, at 6:30 p.m., HPH, 2225 Keith Parkway.

7.0 ADJOURNMENT

President Moody-Russo asked if there was additional business to address before Board adjournment; no further business was voiced by Board members.

Ms. Spoors motioned to adjourn the Board of Health meeting at 9:19 a.m. Seconded by Mr. Edler. **Motion carried 7-0.**


Moody-Russo, RN, Board President


Karim Baroudi, MPH, Board Secretary