



Hancock Public Health

Board of Health

Regular Meeting Minutes

January 17th, 2020 at 7:30AM



Member Attendance:

- A Nancy Moody-Russo, RN, JD (President)
- X William Alge, Esq.
- A Karen Jones, MSN, RN
- X Michael Lindamood, M.D.
- X Brian Edler
- X Robin Spoor
- 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

In absence of President Moody-Russo, Ms. Pasztor called the January 2020 regular meeting to order at 7:32 a.m.

2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION

2.1 Approval of Agenda Items

Ms. Pasztor requested motion to approve the 1/17/20 meeting agenda as presented in the Board packet of information distributed earlier in the week.

Ms. Spoor moved to approve the Agenda of the January 17th, 2020, Regular Board of Health meeting. Seconded by Mr. Edler. Motion carried 5-0.

2.2 Approval of December 2019 Board Meeting Minutes

Ms. Pasztor requested motion to approve the 12/20/19 Board Meeting Minutes as presented.

Dr. Lindamood moved to approve the minutes of the December 20th, 2019, Board of Health meeting as transcribed. Seconded by Mr. Edler. Motion carried 5-0.

2.3 Approval of December 2019 Bill Schedule

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

Ms. Spoor moved to approve the bill schedule for December 2019. Seconded by Dr. Lindamood. Motion carried 5-0.

2.4 Approval of Emergency Resolution to establish a \$100 Fee for Temporary Tattoo & Body Art Operation license in our jurisdiction, First Reading.

Ms. Summit reported on a multi-day, multi-vendor tattoo event scheduled for July 2020. Hancock Public Health has the authority to establish a license fee for this event category, however, has not in the past been presented with this type of event, hence the request for Board approval to establish individual temporary license tattoo fee of \$100.00 for multi-vendor body art event. Mr. Edler asked if the temporary fee is being established per each individual artist or per booth; Ms. Summit answered the \$100.00 fee would be per booth. Commissioner Baroudi that each booth will be inspected by registered sanitarians. Mr. Alge asked for clarification of temporary vs. permanent tattoo license. Ms. Summit explained that a temporary license will entail vendors using a make-shift space limited to amount of time of the multi-vendor event versus a permanent tattoo license entailing an artist working in a permanent business space/address. Mr. Edler asked how HPH would be handling out-of-state licenses; Ms. Summit and Mr. Baroudi answered that HPH will require each vendor to show proof of out-of-state license, but Ohio law will be enforced during the event in Hancock County. Ms. Pasztor requested motion to approve \$100 body art vendor license fee for multi-vendor event.

Commissioner Baroudi Conducted Roll Call:

President Moody-Russo: X

Mr. Alge: YES

Ms. Jones: X

Dr. Lindamood: YES

Mr. Edler: YES

Ms. Spoors: YES

Ms. Pasztor: YES

Commissioner Baroudi announced passing of **Emergency Resolution to establish a \$100 Fee for Temporary Tattoo & Body Art Operation license in our jurisdiction. First Reading**
Motion carried 5-0.

2.5 Approval of BOH Resolution Recognizing the Revenues for Fiscal Year ending 12/31/20
2.5.1 \$15,000.00 (ADAMHS Board Grant Awarded BIDPP Clinic Supplies)

Ms. Pasztor requested motion for approval of BOH Resolution as listed above.

Dr. Lindamood moved to approve the BOH Resolution for Fiscal Year ending 12/31/20, as detailed. Seconded by Mr. Edler. **Motion carried 5-0.**

3.0 STAFF REPORTS

3.1 Medical Director

Dr. Ratnasamy stated Influenza B is having a longer than normal season, with a current 58% match rate for the vaccine. Report was given on a new virus originating in China, believed to be animal-to-human contact, "Wuhan" (coronavirus) , currently with one case in Japan, one case in Thailand. Flu severity this season included one hospitalization in Hancock Co., and Dr. Ratnasamy stated that the flu trend this season is increased incidence in children.

3.2 Financial Report

Commissioner Baroudi stated that 2020 projection monitoring went smoothly, and the current goal is to perform monthly monitoring the budget that was approved by the Board. Revenue trends of HPH in 2019 were reviewed/presented in slide/Board report; Mr. Baroudi reported that HPH broke even in 2019 except for cash put toward the new building. Mr. Baroudi addressed lower revenue seen in December 2019; stated this was due to pay system shut-down for an extended period of time around holidays.

3.3 Health Planning & Promotion Services

HIPPS event at Bowling Green High School: Mr. Masters and Commissioner Baroudi recognized Ms. Kayla DeMuth for her successful and well-attended presentation with the HIPPS event. There were over 300 participants and parents appeared to be highly engaged. Since the event, HPH has gotten increased number of requests for HIPPS presentations throughout NW Ohio. Universities have been requesting HIPPS presentations for selective education of social work students.

Grant Update (Cribs for Kids): Grant being submitted to Hancock Wood Electric for two-year funding amount for Cribs for Kids Program. HPH will attempt to purchase all supplies needed and funding for health educators.

Outbreak Updates: Mr. Masters detailed two outbreaks occurring, first outbreak on 1/4/20 – wedding reception. Food testing was negative for bacteria. Stool samples tested positive for Norovirus. No food service workers were reported ill. Notably, the venue with outbreak in 1/2020 had a similar outbreak (same venue, same food service) four months prior. Mr. Masters and Ms. Summit explained the difficulty in finding exact cause of outbreaks, with limitations including only being able to analyze already cooked food, that food/utensil sources brought from outside could also be contaminated, limited access to guest lists, and that transmission can include many different routes. Commissioner Baroudi stated this should prompt increased HPH efforts at outbreak education/food safety. Mr. Edler asked about HPH stance on air dryers for hand washing; Commissioner Baroudi stated HPH discourages use of air dryers alone, better to provide air dryers and paper towels. Mr. Masters stated there would be further update on these outbreaks in February or March 2020.

Second outbreak occurred at a long-term care facility; 16 people ill, 13 were residents, 3 were staff members, including staff being from dietary. All three stool samples tested were positive for Norovirus. There was very good cooperation from long-term care providers in this case, per Mr. Masters.

As recently as 1/16/20, there have been increasing reports from day-care facilities of children testing positive for Influenza B; Mr. Masters currently determining outbreak status.

Accreditation Update: Waiting on feedback from submitted measures/documents.

Car Seat Program Update: HPH hoping to reach out to Blanchard Valley Hospital Foundation about potential reimbursement/funding agreement. Ms. Pasztor suggested contact person, Marie Swaisgood.

3.4 Personal Health Services

Ms. Chamberlin reported that Lisa Barth, newly hired, is now fully credentialed as a Help Me Grow home visitor and is beginning to conduct independent visits. State reimbursement for Ms. Barth's training is expected.

Regarding flu, HPH still has small number of vaccine doses left (approx. 40 doses). There was only one case of hospitalization from flu this season, but Ms. Chamberlin was unsure if the patient was a Hancock county or out-of-county resident, and also unsure of patient age. HPH staff have had difficulty motivating families to attend.

BCMH: Now up to date on billing cycle due to Quadex® training for Ms. Chamberlin and Ms. Leigh Ann Wright.

Mr. Alge commended Ms. Chamberlin on apparent success of holiday party client participation organized by Help Me Grow staff.

3.5 Environmental Health Services

Ms. Summit referred to Board packet and slide presentation to discuss trends in EH activity in the last three years:

- 1) Significant increase in animal bite reports in 2019, which take more time from sanitarians.
- 2) Backflow inspections have shown substantial decrease due to transfer of program to Findlay City Water, however, that will pick back up as the plumbing inspector becomes more involved with backflow inspections.
- 3) Swimming Pool Inspections are decreased from 2018, as EH chose to decrease inspections per compliance with state regulations, in order to focus time on animal bites.
- 4) Sewage inspections will continue to grow due to Regional Planning new regulations for lot splits and Operation & Maintenance inspections.
- 5) Food inspections are currently delayed due to increased activity in other EH areas and also EH being short one full-time registered sanitarian.

A Sanitarian Technician has been hired and will begin 2/3/20. The "San Tech" will be helping more in the septic, tobacco, animal bite, and nuisance programs, which will hopefully provide the current registered sanitarians more time in other programs needing more attention currently.

EH Audit Updates: Ms. Summit announced good news regarding two recent audits of the Retail Food and Solid Waste Programs. Written approval has been received from Department of Agriculture regarding a recent retail food program audit in EH; no action plans are required. EH has received written approval from the EPA for the Solid Waste Program, as well.

3.6 IT/Data Systems Services

Mr. Niese stated he has been busy implementing increased security measures for the new building in the last couple months, in part due to the new server purchased through a Community Foundation grant. New televisions, projectors, and other media equipment have arrived for the Board and Conference rooms, which will keep Mr. Niese busy with installation.

Mr. Niese announced a water leak that was detected in the front West hallway of the HPH building in January 2020; a contractor is scheduled to assess/repair. Commissioner Baroudi stated our budget has included item for building maintenance, which hopefully will take care of this issue.

3.7 Health Commissioner/Legislative Updates

3.7.1 BOH Summary Report of 2019

Commissioner Baroudi presented a compiled report included in the Board packet summarizing all actions taken by the Board in 2019. Mr. Baroudi expressed thanks to Board members for completing the required CEUs, their engagement, their attendance and for achieving quorum throughout 2019.

District Advisory Council Meeting scheduled for 3/4/2020. Mr. Alge and Ms. Jones are up for re-nomination; both appear to be interested in a second term.

No major legislative updates due to House/Senate recess.

All Staff Retreat Update (1/10/20): Commissioner Baroudi reported on wellness theme of the retreat, including how we can keep our HPH workforce healthy and happy. He stated that retreat presentations/activities were well received by staff and stated it was a successful day of team building.

Health Commissioner Community Participation:

---Dr. Martin Luther King, Jr., Unity March in downtown Findlay.

---American Heart Association Meeting, which will include assistance with organization of the Heart Walk in April 2020.

In the 02/2020 Board meeting, Commissioner Baroudi stated he would give report on agency performance in 2019.

4.0 OLD/NEW BUSINESS

4.1 Personnel

Tyler Alt, RN, Communicable Disease Nurse, resigned effective 1/17/2020. HPH is actively recruiting to replace his position. Mr. Edler asked about annual HPH staff turnover statistics. Commissioner Baroudi stated there is a report planned regarding staff turnover in the February 2020 Board meeting.

4.2 Mobile Health Clinic – Workgroup Update

The mobile health clinic group is scheduled to meet in February 2020. Commissioner Baroudi stated he met with Paul Worstell from the YMCA. HPH is still seeking guidance from the Board on this project and also seeking potential new funding sources.

Mr. Edler asked if HPH is still seeking 501(c)(3) status. Commissioner Baroudi stated HPH has started working on seeking 501(c)(3) status, but paperwork has not yet been submitted. Mr. Baroudi requested Board member suggestions for members of the 501(c)(3) Board; HPH needs three total members who could serve on this Board, with probable 5-year term. Ms. Pasztor asked if the Foundation [501(c)(3)] Board will be responsible for fundraising. Mr. Baroudi answered that the Foundation Board will have the responsibility to assess need for funding in each department and review funding/grant requests from public health staff. Ms. Chamberlin added that with the establishment of a Foundation Board there will be significantly increased options for federal and state revenue sources. Mr. Alge asked if potential Foundation Board members should have working knowledge of the grant-seeking process. Mr. Baroudi stated that it would be helpful for a

Foundation Board member to be aware of fundraising efforts and grant processes, however, HPH staff/leadership would participate in communication with a Foundation Board about funding needs and potential resources. Mr. Alge stated that he would not want to see annual sustainability of the mobile health clinic be the responsibility of the Board of Health. Mr. Alge also stated that he feels the commitment from University of Findlay is inadequate. Commissioner Baroudi agreed and explained that HPH is seeking out many outside sources from the Board of Health to participate in the sustainability of the mobile health clinic.

5.0 CONTINUING EDUCATION

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

6.0 NEXT MEETING

6.1 Friday, February 21, 2020 at 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.


7.0 ADJOURNMENT

Ms. Pasztor asked if there was business to address before Board adjournment; no further business was voiced by Board members.

Ms. Spoor motioned to adjourn the Board of Health meeting at 8:33 a.m. Seconded by Mr. Edler.

Motion carried 5-0.


Moody-Russo, RN, Board President


Karim Baroudi, MPH, Board Secretary