



# Hancock Public Health

## Board of Health

### Regular Meeting Minutes

January 21<sup>st</sup>, 2022, 7:30 a.m.



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

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

#### **STAFF:**

- A Shannon Chamberlin, Nursing Director
- A 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

- X Karim Baroudi, MPH, Health Commissioner
- X Nathaniel Ratnasamy, M.D., Medical Director (joined virtually at 8:10 a.m.)

## **1.0 CONVENTION**

### **1.1 Call to Order**

In President Pasztor's absence, Vice President Brian Edler officiated the January 2022 regular Board of Health meeting. Mr. Edler called the meeting to order at 7:33 a.m.

### **1.2 Introduction of Public, Guests and Employees:**

Commissioner Baroudi announced the following guests:

- 1.2.1** Sara Arthurs - Journalist/Health Reporter, The Findlay Courier Newspaper
- 1.2.2** Paul Worstell – Principal, Lead.Learn.Coach, LLC
- 1.2.3** Jessica Shrake, MPH – CDC Foundation Epidemiologist, assigned to HPH and working remotely from Columbus for HPH (attended meeting virtually)
- 1.2.4** Jannie Derstine – New Hire, Home Visitor I, Help Me Grow Program, HPH
- 1.2.5** Cheryl Miller – New Hire, Public Relations and Marketing Coordinator, HPH (attended meeting virtually)
- 1.2.6** Sharona Bishop – New Hire, Peer Support Specialist, Harm Reduction Program, HPH

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

### **2.1 Approval of January 21<sup>st</sup>, 2022, Agenda Items**

Vice President Edler requested motion to approve the 1/21/22 meeting agenda as presented in the Board information packet.

**Ms. Moody-Russo moved to approve the Agenda of the January 21<sup>st</sup>, 2022 Regular Board of Health meeting. Seconded by Mr. Alge. Motion carried 4-0.**

### **2.2 Approval of December 17<sup>th</sup>, 2021, Board Meeting Minutes**

Commissioner Baroudi noted a copy/paste error in the 12/17/21 Board Minutes on Page 2, Section 2.4.1, Drug Overdose FY'22 in the amount of \$32,700.53. The amount \$32,700.53 was in error and will be corrected to reflect the correct amount of \$11,477.03. Vice President Edler requested motion to approve the corrected 12/17/21 meeting minutes, correction as described above.

**Mr. Alge moved to approve the corrected minutes of the December 17<sup>th</sup>, 2021 Board of Health meeting.** Seconded by Ms. Spoons. **Motion carried 4-0.**

### **2.3 Approval of December 2021 Bill Schedule**

Vice President Edler requested motion to approve the bill schedule as presented.

**Ms. Spoons moved to approve the bill schedule for December 2021.** Seconded by Mr. Alge. **Motion carried 4-0.**

### **2.4 Board of Health to APPROVE APPROPRIATION INCREASE for fiscal year ending 12/31/21:**

#### **2.4.1 Drug Overdose '22 project workers comp line in the amount of \$279.19**

Mr. Alge asked for clarification of the appropriation increase. Commissioner Baroudi explained the need to estimate grant line-item costs before monies are received, and in this case the workers comp line item had been underestimated by \$279.19. Vice President Edler described Item 2.4 as cleaning up books to avoid carryover into new fiscal year.

Vice President Edler requested motion to approve appropriation increase, as above.

**Ms. Moody-Russo moved to approve the Appropriation Increase, as presented.** Seconded by Mr. Alge. **Motion carried 4-0.**

### **2.5 Board of Health to RECOGNIZE REVENUE DECREASE for fiscal year ending 12/31/21:**

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

**2.5.2 Integrated Naloxone FY'23 in the amount of \$14,750.00**

**2.5.3 Workforce Development project in the amount of \$16,271.58**

**2.5.4 Children's Trust Fund project in the amount of \$25,000.00**

**2.5.5 PHEP project in the amount of \$19,061.00**

Mr. Alge asked why 2.5.2 was for year 2023. Commissioner Baroudi explained the fiscal year of some grants (i.e., July 2022 to July 2023) creates an overlap of time with the HPH budget, which is based on a calendar year (December to December), thus six months of the grant is accounted for in 2022 and six months in 2023.

Vice President Edler requested motion to approve Board recognition of revenue decrease.

**Ms. Spoons moved to approve Board recognition of Revenue Decrease, as presented.** Seconded by Ms. Moody-Russo. **Motion carried 4-0.**

### **2.6 Board of Health to APPROVE APPROPRIATION DECREASE for fiscal year ending 12/31/21:**

- 2.6.1 Prevent T2 Health Initiative project in the amount of **\$30,109.76**
- 2.6.2 Balance My Day project in the amount of **\$9,368.18**
- 2.6.3 Integrated Naloxone FY'23 project in the amount of **\$6,912.23**
- 2.6.4 Workforce Development project in the amount of **13,271.58**
- 2.6.5 Children's Trust Fund project in the amount of **13,112.45**
- 2.6.6 PHEP project in the amount of **\$5,404.64**

Vice President Edler requested motion to approve appropriation decrease, as above.

**Ms. Moody-Russo moved to approve the Appropriation Decrease, as presented.** Seconded by Ms. Spoons. **Motion carried 4-0.**

### **2.7 Board of Health to Approve Final Subdivision Plat for Best Liberty Addition**

Ms. Summit presented to the Board the request for approval of a subdivision plat proposed in Liberty Township, named "Best Liberty Addition, 1<sup>st</sup>." All homes within said new addition will utilize sanitary water and sewer.

Vice President Edler requested motion to approve Best Liberty 1<sup>st</sup> Subdivision plat addition.

**Ms. Moody-Russo moved to approve Best Liberty 1<sup>ST</sup> Subdivision Plat Addition.** Seconded by Ms. Spoons. **Motion carried 4-0.**

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

### **3.1 Medical Director – Dr. Ratnasamy**

Dr. Ratnasamy discussed the COVID Omicron continuing spike in Hancock County, but reported some regions are showing downtrends (i.e., New York), which is encouraging. A Denmark study demonstrated Omicron variant having a much higher rate of transmission and being more resistant to vaccination and other treatments. Dr. Ratnasamy stated, despite hospital rates increasing with Omicron, more people contracting Omicron than did Delta, and more breakthrough Omicron cases seen in vaccinated individuals, fewer people are going to the hospital than did during the Delta variant surge.

CDC slides were presented to the Board on new treatments for Omicron, including a different monoclonal infusion (sotrovimab), and two oral medications - PAXLOVID from Pfizer and molnupiravir from Merck. So far there are minimal adverse reactions with these medications, with PAXLOVID being the oral med demonstrating the most significant reduction in hospitalizations/death. Commissioner Baroudi asked if the new medications are being available locally; Dr. Ratnasamy stated there are currently only a few doses currently in the hospital pharmacy used for developing protocol, hopeful for delivery the week of 1/24/22.

Mr. Alge asked how health care professionals distinguish between Omicron and Delta infections in patients; Dr. Ratnasamy answered that testing for COVID variants is done by sequencing the RNA of the virus, an expensive procedure not available in most normal hospital lab settings, including not being available at BVH. Mr. Alge asked how doctors know which method of treatment to use if unable to sequence for Omicron or Delta; Dr. Ratnasamy answered that the medical community is assuming almost all cases currently are Omicron, and

that medications used to treat Omicron also successfully treat the Delta variant. Commissioner Baroudi asked if there are differentiating symptoms between Omicron and Delta variants; Dr. Ratnasamy stated with Omicron there is generally mild sore throat and upper respiratory/nasal congestion, with Delta the symptoms are more severe, with coughing, shortness of breath and lower respiratory issues.

Vice President Edler asked if there is a predicted timeframe when newer medications mentioned above would be available on a more widespread basis. Dr. Ratnasamy stated availability of medications will depend on manufacturing and distribution, and he has no window of projection.

Mr. Alge asked for a comparison of breakthrough cases between Omicron and Delta variants. Dr. Ratnasamy stated breakthrough cases continue to occur with the Omicron variant, however, the number of unvaccinated people in the hospital is higher than the number of breakthrough cases in vaccinated people, thus continuing to justify COVID vaccination efficacy.

### **3.2 December 2021 Financial Report and Analysis – Karim Baroudi**

Commissioner Baroudi reviewed 2021 finances along with a six-year merger comparison, concluding the budget remains in the black with a \$100,000 cash balance increase in 2021. Mr. Baroudi noted that, although 2020 and 2021 were unusual years due to the pandemic response, there have been many services and staff added during 2021, with HPH currently having the highest number of full-time staff in its history at 31 associates.

Mr. Alge asked for clarification of the stability of grant-funded positions. Commissioner Baroudi stated most HPH grants are sustainable for approximately three years, and the hope is that the grant services provide seed money which will allow those programs to be incorporated into the operating budget in the future.

Vice President Edler noted that most expenses appear to be labor and asked if there is a way to track and/or demonstrate labor expense percentages, not only for a historical perspective but also in anticipation of potential issues related to inflation. Mr. Edler stated overall HPH revenues appear to be up-trending, however, it may be useful to understand details regarding load of labor. Commissioner Baroudi agreed and stated, starting with the 2/2022 Financial Report, expense percentages including labor will be presented to the Board.

### **3.3 Health Planning & Promotion Services – Karim Baroudi, for Chad Masters**

Commissioner Baroudi referred to Mr. Masters' December 2021 Board packet report. Due to the significant expansion of the Injury Prevention (IP) Program, Mr. Baroudi reported that IP staff would be presenting to the Board at the 2/2022 BOH meeting to discuss expansion of services and state funding updates. Mr. Alge asked if Cheryl Miller in PR would be involved with IP; Mr. Baroudi answered yes, but Ms. Miller's current training focus is with Help Me Grow.

### **3.4 Health Services – Karim Baroudi and Alexa Heacock, for Shannon Chamberlin**

Ms. Heacock summarized the current COVID vaccination clinic scheduling and announced HPH began billing for an administrative fee with every COVID vaccine (no patients are turned away for vaccine and no patient receives a direct bill; only insurance is billed for administrative fee).

The adult COVID vaccines are now given at walk-in clinics throughout the week and pediatric COVID vaccines are per appointment only to avoid confusion. Ms. Heacock stated Ms. Chamberlin will give detailed update at the next Board meeting regarding Back-To-School Clinics and school screenings. Mr. Alge and Vice President Edler asked about vaccine booster brands. Ms. Heacock stated patients are able to choose any COVID vaccine brand, hence HPH has all three brands available.

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

Ms. Heacock summarized her Board report, announcing that HMG visits have gone back to virtual only, upon Commissioner Baroudi's staff directive during the Omicron surge to better protect staff and clients. There are 115 HMG families being served currently, with no families on a wait list. Ms. Heacock discussed a new grant through the Community Foundation in cooperation with Findlay Digital Academy with a focus on teen mental health and substance abuse, which may be beneficial, as most the HMG clients are teen mothers.

Mr. Alge asked how HMG families are receiving services if they contract COVID. Ms. Heacock answered currently all visits are through phone or video visits to increase safety for all involved.

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

Ms. Summit reported the Registered Sanitarian position is still open, with a potential good-fit candidate turning down an offer from HPH recently. State Health Department Food Survey, which was scheduled for 1/24 and 1/25/22, was postponed due to the recent COVID surge; rescheduled for 2/7/22. Ms. Summit announced the Ohio EPA Mosquito grant was recently submitted, which will generate another internship opportunity at HPH, with consideration to accept schoolteachers and/or retiree candidates for the Mosquito Grant position, as well as traditional students. Ms. Summit summarized continuation of the Water Pollution Control Loan Fund (septic grant opportunity for Hancock Co. residents) in the amount of \$150,000, in coordination with the County Commissioners and overseen by Regional Planning Commission, \$75,000 of which can be used for assisting sanitary sewer connections (i.e., Bittersweet/Bluebonnet project).

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

Mr. Niese updated the Board on progress with ongoing IT projects. Back ordered IT equipment due to supply chain issues finally arrived to HPH, which allowed for installment of a backup firewall/router. There was a minor setback with failed networking issues, but Mr. Niese was able to successfully install a new network switch with minimal staff downtime. Mr. Niese announced the upcoming replacement of the centralized copier unit at HPH, being purchased with grant monies; previously the centralized copiers have been leased for five years at a time).

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

COVID Update: Commissioner Baroudi summarized Hancock Co. COVID trends, as presented in the Board packet. The Omicron variant is still surging throughout Hancock Co., with 95% of positive cases assumed to be Omicron variant, based on symptomatology and surveys. Mr. Baroudi further reported the Omicron variant appears to be affecting younger populations, mean age of 37 in adults (compared to mean age of 68 for past variants). Hancock County vaccination statistics were presented and discussed.

Mr. Alge asked if the term “infusion” for COVID is interchangeable with receiving “monoclonal antibodies;” Dr. Ratnasamy answered yes, these terms are interchangeable. Mr. Alge asked if there is an ideal timeframe for receiving monoclonal antibodies; Dr. Ratnasamy answered that monoclonals are most effective when given within the first five days of COVID symptomatology. However, currently due to shortage of monoclonals, the high-risk patients are prioritized for monoclonal treatment (i.e., obese and immune-compromised individuals). Mr. Alge asked if a person would be advised to call his/her physician upon having a positive COVID test; Dr. Ratnasamy answered yes, that a person with a positive test could ask his/her physician for eligibility to receive monoclonal antibodies. Dr. Ratnasamy emphasized the medical community is being careful currently with med administration for COVID due to limited availability, however, a protocol is currently being established for prescribing said medications.

School Update: Commissioner Baroudi described a Van Buren School Board Community Forum meeting which was attended by Commissioner and Dr. Bill Kose. Questions were answered regarding COVID/Omicron by the Board of Education and residents. Public Health representatives attending the meeting encouraged mask wearing and getting COVID vaccinations for prevention; no decisions were made by the School Board.

DAC Health District Funding Update: Commissioner Baroudi reported on a special DAC session with attendees Bill Alge and Karen Jones, for purpose of requesting of the District Advisory Council on behalf of the Board of Health at the March 2022 DAC meeting that the DAC move from a five-year renewal agreement with Public Health (as was established during merger) to an open, continuous agreement with no timed renewals. Mr. Alge asked for clarification regarding determining how the Health District is paid, population or property valuation. Commissioner Baroudi answered that the determinant for the City is by population, whereas the determinant for villages/townships is by property valuation conducted by Auditor. Mr. Baroudi stated there would be a more detailed update during the February BOH meeting regarding the proposal being presented to the DAC at the March 2022 DAC meeting.

YMCA Board: Commissioner Baroudi announced that he was nominated to serve on the Findlay YMCA Board. Mr. Baroudi expressed to the BOH members that this would be a great opportunity to build this natural partnership between the YMCA and HPH, with both entities focused on healthy living/activities, community health education, health assessment/goals, and even environmental operations/issues.

## **4.0 OLD/NEW BUSINESS**

### **4.1 Personnel**

There were no HPH separations in December 2021, and four new HPH associates:

- 4.1.1** Jannie Derstine – Home Visitor I, Help Me Grow Program, hired effective 12/1/21
- 4.1.2** Cheryl Miller – Public Relations & Marketing Coordinator, hired effective 1/10/22
- 4.1.3** Sharona Bishop – Peer Support Specialist, Harm Reduction, hired effective 1/10/22

### **4.2 Strategic Planning 2022-2024 Session Deliverables – Paul Worstell**

Commissioner Baroudi introduced Paul Worstell, Principal at Lead.Learn.Coach and consultant to HPH for the 2022-2024 Strategic Plan. Mr. Worstell presented the strategic plan proposal to

the Board and announced the four identified strategic initiatives identified during the special Board strategic planning session: 1) Improving Communication, 2) Increasing Mobile Health Clinic Utilization, 3) Going Paperless, and 4) Keeping Staff and Customers Safe. Mr. Worstell further explained the software dashboard tool which will be used for the purpose of monitoring agency strategic initiative success and will help with populating long-term strategic planning.

Mr. Alge asked how, with the use of the new dashboard tool, the Board of Health will be informed about strategic planning progress in the future. Mr. Worstell answered that Board members could receive quarterly or even monthly dashboard reviews on goal progress during Board meetings or otherwise. With the dashboard, time will be maximized for staff and Board members (estimated 5-minute update per meeting). Commissioner Baroudi stated Mr. Worstell's proposal will expedite strategic planning reviews for the Board significantly.

Vice President Edler requested motion to approve the 2022-2024 Strategic Plan, as described and presented by Paul Worstell. **Ms. Spors moved to approve the 2022-2024 Strategic Plan.** Seconded by Ms. Moody-Russo. **Motion carried 4-0.**

## 5.0 CONTINUING EDUCATION


- 5.1 No CEUs were offered at the current meeting.
- 5.2 4.0 Continuing BOH Education hours completed on 12/2/21.

## 6.0 NEXT MEETING

- 6.1 Friday, 2/18/22 at 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

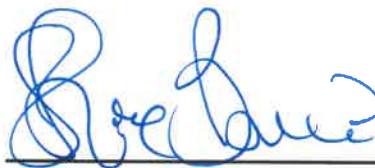
## 7.0 ADJOURNMENT

Vice President Edler requested motion for adjournment of the 1/21/22 Board of Health meeting. **Ms. Spors motioned the Board of Health to adjourn the regular meeting of 1/21/22 at 9:34 a.m.** Seconded by Mr. Alge. **Motion carried 4-0.**



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Barbara J. Pasztor, RN, MSN Board President



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Karim Baroudi, MPH, Board Secretary