



Hancock Public Health

Board of Health

Regular Meeting Minutes

July 15th, 2022, 7:30 a.m.



BOARD MEMBER ATTENDANCE:

- X Brian Edler (President)
- X William Alge, Esq. (exited 8:30 a.m.)
- X Karen Jones, MSN, RN
- X Michael Lindamood, M.D.
- X Nancy Moody-Russo, RN, JD
- X Barbara J. Pasztor, MSN, RN
- X Robin Spoons

- X Karim Baroudi, MPH, Health Commissioner
- X William Kose, M.D., Medical Director (exited 8:10 a.m.)

STAFF:

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

1.0 CONVENTION

1.1 Call to Order

President Edler called the meeting to order at 7:30 a.m.

1.2 Introduction of Public, Guests, and Staff

Commissioner Baroudi announced the following guests for the 7/15/22 meeting:

1.2.1 Cheryl Miller – PR/Marketing Coordinator, Hancock Public Health (HPH)

1.2.2 Sara Arthurs – Journalist/Health Reporter, The Findlay Courier Newspaper

2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION

2.1 Approval of 7/15/22 Agenda Items

President Edler requested motion to approve the 7/15/22 meeting agenda as presented in the Board information packet distributed earlier in the week.

Ms. Moody-Russo moved to approve the agenda of the 7/15/22 Regular Board of Health meeting. Seconded by Ms. Spoons. Motion carried 7-0.

2.2 Approval of 6/17/22 Board Meeting Minutes

President Edler requested motion to approve the 6/17/22 meeting minutes.

Ms. Jones moved to approve the minutes of the 6/17/22 Board of Health meeting. Seconded by Ms. Pasztor. Motion carried 7-0.

2.3 Approval of June 2022 Bill Schedule

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

Mr. Alge asked for clarification regarding the bill schedule items entitled Accreditation and EPA Fees. Commissioner Baroudi explained the Accreditation Fee is an annual standing fee for

purpose of accreditation status maintenance. Ms. Summit explained the EPA Fees are paid monthly for transmittal construction/demolition of debris. Mr. Alge requested explanation of bill schedule item entitled Julian & Grobe; Commissioner Baroudi stated Julian & Grobe is an accounting firm contracted by HPH for development and submission of an annually required State balance document. Mr. Alge requested distinction of two budget items listed as Billboard Fee (\$400.00) and Electronic Billboard Fee (\$3,780.00). Mr. Baroudi explained the \$400 Billboard Fee is for the Injury Prevention Program and 100% grant funded; Ms. Summit explained the \$3,780.00 Electronic Billboard Fee is for the Mosquito Program, will run for three months, located at Beverage Barn in Findlay, and is 100% grant funded. Commissioner Baroudi stated there have been no changes in the standing bill schedule.

Dr. Lindamood moved to approve the bill schedule for June 2022. Seconded by Ms. Moody-Russo. **Motion carried 7-0.**

2.4 Board of Health to RECOGNIZE REVENUE for Fiscal Year Ending 12/31/22

2.4.1 Work Force Development Grant in the amount of \$129,909.85

2.4.2 State Opiate Response Grant in the amount of \$50,999.00

President Edler requested motion to approve recognition of Work Force Development Grant revenue (Item 2.4.1), as above. **Ms. Spors moved to approve recognition of Work Force Development Grant revenue, as above.** Seconded by Ms. Jones. **Motion carried 7-0.**

President Edler requested motion to approve recognition of State Opiate Response Grant revenue (Item 2.4.2), as above. **Mr. Alge moved to approve recognition of State Opiate Response Grant revenue, as above.** Seconded by Ms. Moody-Russo. **Motion carried 7-0.**

2.5 Board of Health to APPROVE APPROPRIATION INCREASE for Fiscal Year Ending 12/31/22

2.5.1 State Opiate Response Grant in the amount of \$50,999.00

President Edler requested motion to approve appropriation increase (Item 2.5.1), as above. **Mr. Alge moved to approve the appropriate increase, as above.** Seconded by Dr. Lindamood. **Motion carried 7-0.**

2.6 Board of Health to APPROVE SECOND READING of Proposed CPR Training/Certification Fees

2.6.1 American Heart Association HeartSaver® Training at \$40.00 (Book & E-card included)

2.6.2 AHA Basic Life Support® (BLS) Training at \$75.00 (Book & E-card included)

President Edler requested motion to adopt proposed CPR Training/Certification Fees, as above. **Dr. Lindamood moved to approve adoption of Proposed CPR Training/Certification.**

Seconded by Mr. Alge. **Motion carried 7-0.**

Commissioner Baroudi conducted roll call related to the above motion (2.6.1 and 2.6.2):

Roll Call: Mr. Alge (Bill): YES

Ms. Moody-Russo (Nancy): YES

Mr. Edler (Brian): YES

Ms. Pasztor (BJ): YES

Ms. Jones (Karen): YES

Ms. Spors (Robin): YES

Dr. Lindamood: YES

3.0 STAFF REPORTS ON PROGRAMS & SERVICES TO THE COMMUNITY

3.1 Medical Director – Dr. Kose

Dr. Kose addressed three main issues with the Board: Mobile Health Clinic (MHC), COVID, and Community Health Needs.

Mobile Health Clinic: Dr. Kose reported the MHC is scheduled today, 7/15/22, to visit the Findlay City Mission. He emphasized that the MCH is currently a work in progress but will become more organized with scheduling when Laura Reinhart, NP, begins full time at HPH (which is set for beginning of August 2022). Dr. Kose emphasized the focus of the MHC now and in its future is to provide health education for community members and function as a gateway to other more permanent health providers. Ms. Reinhart will be working in a collaborative role with Dr. Kose and other health agencies. Mr. Alge asked if there is a regular MHC service schedule. Commissioner Baroudi answered currently the MHC is visiting the Findlay City Mission every other week and will attend various community events, including the Hancock Co. Fair 2022. Dr. Kose stated it is important for the MHC to start slowly in order to ensure all formalized paperwork and protocols are in place and also to shape and adapt the MHC scope of practice, including how to handle customers with potential behavioral issues. Dr. Kose stated, although MHC staff are prepared to handle behavioral escalation situations with patients, there has been discussion of involving Family Resource Center with the provision of counseling staff availability. Mr. Alge asked, once an MHC schedule is more formalized, will the future schedule be publicized; Commissioner Baroudi and Dr. Kose answered, yes, that advertisement for the MHC will be crucial to increase awareness of services for hard-to-reach community members.

COVID: Dr. Kose summarized Hancock County has had an uptick in positive cases, however, a more worrisome issue is long-COVID management. New vaccinations are being developed and HPH will continue to encourage vaccinations and prevention. Ms. Pasztor asked if HPH would have access to the newly approved Novavax vaccine in the future. Commissioner Baroudi reported Novavax has been FDA approved and FDA recommended to the CDC. The next step is for the CDC to meet (week of 6/20/22). As soon as the CDC approves, Novavax will be available (including at HPH). Mr. Baroudi stated Novavax has been found to be effective not only at preventing disease but also lessening serious COVID symptoms, with a reported 90% efficacy. Ms. Pasztor asked if there is a COVID outbreak wave anticipated in Fall 2022. Commissioner Baroudi answered that the State is preparing for a Fall '22 COVID wave. ODH is recommending all health departments develop an outbreak response plan for the fall. Dr. Lindamood asked what HPH could be doing differently compared to what has already been done; Commissioner Baroudi answered the role of HPH will remain the same: To ensure that COVID vaccines and boosters are readily available to all community members and to continue providing education regarding COVID prevention. Dr. Kose asked how school systems are preparing for Fall 2022; Mr. Baroudi answered that HPH has been meeting with University of Findlay and has scheduled meetings the first week of August with local schools to provide guidance for COVID protocols.

Mr. Alge asked about the possibility of a combination flu/COVID vaccine. Ms. Pasztor stated a dual vaccine is anticipated possibly in Fall 2023. Commissioner Baroudi opined currently the most crucial message for the public is to get all recommended booster shots and not necessarily wait for dual vaccine availability.

Community Health Needs Assessment: Dr. Kose reported on the importance of following up with the Community Health Needs Assessment in identifying prevalent health issues affecting Hancock County. He stated some of the information from the needs assessment will determine the MHC scope of practice. Board members were encouraged to watch the needs assessment summary video online and respond to the survey provided.

3.2 June 2022 Second Quarter Financial Report and Analysis – Karim Baroudi

Commissioner Baroudi discussed revenue trends using slides and Board packet information, including detailed line-item summary of all programs for Board review. No worrisome financial trend issues were identified. Mr. Baroudi reported the HPH budget is growing quickly due to the increasing number of programs with grant awards, increasing range of services, and general HD expansion, with an anticipated double in the 2022 budget compared to 2016. Commissioner Baroudi further noted that HPH accreditation status has doubled HPH-awarded State subsidy from \$10,000.00 to \$20,000.00. No questions or concerns voiced by the Board regarding the June 2022 Second Quarter Financial Report.

President Edler pointed out HPH salaries, severances, and benefits are at 71%, and asked if this percentage is considered high or low for the region. Commissioner Baroudi answered he has been participating in an in-depth salary survey to determine norms for health departments in the region, which will provide useful data for the Board to discuss closer to the end of 2022.

3.3 Health Planning & Promotion – Karim Baroudi (in Chad Masters' absence)

Commissioner Baroudi announced Mr. Masters successfully submitted the first accreditation report to PHAB, with subsequent PHAB Board approval. The Injury Prevention and Health Education Programs have been busy with continued outreach services. Hannah Plumley, HPH Epidemiologist, has been working with Hancock County school systems to keep superintendents engaged regarding COVID issues for school year 2023. There has been good feedback from superintendents so far, with willingness verbalized to participate in absenteeism surveys in conjunction with HPH and Nursing involvement during the 2023/24 school year. Commissioner emphasized the importance of identifying COVID school issues ahead of time and having Ms. Plumley guide school leaders through any necessary interventions. Mr. Baroudi mentioned Cheryl Miller, PR/Marketing Coordinator, has been spending time getting familiarized with and assisting each HPH Department.

Commissioner Baroudi reported on the Solar Eclipse Task Force, which involves EMA, Blanchard Valley Hospital, and potentially in the future local hotels/motels due to the spill-over of visitors from Forest, OH, during the upcoming eclipse event on 4/8/24. The Task Force will focus on environmental safety issues with large crowds. President Edler recounted his experiences traveling to view solar eclipses and advised the Board the April 2024 event may draw much larger crowds than anticipated.

3.4 Health Services – Shannon Chamberlin

Ms. Chamberlin summarized her printed Board report, making special note of the Help Me Grow Program doubling in growth of service to families and revenue compared to previous years. Jayne Catlett, Infectious Disease Nurse, will be assisting more with the School Nursing Program this year and has been working closely with the Injury Prevention team to increase infectious disease testing/prevention services. Efforts have been increased working with the press to publicize vaccine information to improve school vaccination recent decline and continue encouraging COVID prevention. No other major changes from the Health Services Board report.

3.5 Help Me Grow (HMG) Program – Alexa Heacock

Ms. Heacock announced capacity for HMG family services are 130 slots - 120 slots for families in Hancock County and now 10 slots in Southern Wood County. New recruitment of families needing services are planned for the Hancock Co. Fair this year, as fair leadership has allowed HMG space for a breast feeding/baby changing station in the Old Millstream Building. HMG will be working in association with other agencies at the Hancock Co. Fair (WIC, Women's Resource Center, and Head Start) to increase distribution of community resources to families. Ms. Heacock summarized the HMG official State Audit with the Board, stating almost all feedback from the audit was positive, with one suggestion for improvement to increase graduation rates of families receiving HMG services. Ms. Heacock opined the aforementioned State audit suggestion may become obsolete as the number of years to treat families possibly increases to five years in the future. Commissioner Baroudi commended the HMG service expansion and requested Board members to acknowledge the significant growth occurring in the HMG Program.

3.6 Environmental Health (EH) Services – Lindsay Summit

Ms. Summit announced Andrew Lehman successfully received his Registered Environmental Health Specialist-In-Training (REHSIT) card, which will increase his involvement with Food Program duties, including much-needed assistance with weekend food events. President Edler asked when Mr. Lehman can test to become a Registered Environmental Health Specialist (REHS). Ms. Summit explained that, with the exception of candidates who have master's degrees, SITs must wait two years before RS testing eligibility. Ms. Summit stated she encourages SITs to wait at least 1-3/4 years before testing.

Ms. Summit addressed discussion regarding possible economic recession affecting EH Program. She reported currently the Plumbing and Sewage Program services have been slowing down, thought to be due to recession, which will be monitored closely.

Ms. Moody-Russo requested update on Preteroti's Restaurant (5/20/22 Board approval of a proposed action plan for Preteroti's Restaurant to comply with food safety standards). Commissioner Baroudi followed up by noting that the establishment have been in substantial

compliance with Ohio Food Safety standards since the 5/20/22 Board meeting decision. No further action Board action with Preteroti's required at this time.

Ms. Jones requested clarification regarding frequency of mobile food truck inspections. Ms. Summit stated mobile food trucks receive an initial inspection for licensing at the beginning of each new licensing year, and Sanitarians then perform regular spot inspections at large food events throughout the year. President Edler asked for the percentage of local versus state licensed mobile food trucks at any given large food event; Ms. Summit answered this depends upon each event. Licensed food trucks are permitted to do business throughout the entire state of Ohio, which makes data tracking difficult.

3.7 IT & Health Data Management Services – Craig Niese

Mr. Niese updated the Board on three IT-related projects in progress at HPH:

1) Moving offices to make room for HMG Program expansion, which has required many IT modifications and has so far gone smoothly; Commissioner Baroudi added that Friends Office Supplies will be installing new HMG staff desks in one centralized office space on 7/18/22; 2) Successful repairing/resealing/repainting of HPH parking lot 6/25/22 - project complete; 3) Successful installment of new front-entrance doors to increase customer ease of use – project complete; 4) Initial set-up of Paperless Document Management System complete, now piloting use with EH and Fiscal Programs; 5) Initial trial of a more organized fleet vehicle schedule complete using white board calendar and centralized vehicle key station, trialing for one month, then will make improvements as necessary.

3.8 Health Commissioner Remarks & Legislative Update – Karim Baroudi

Commissioner Baroudi announced HPH has grown from 30 to 35 full-time staff in 2-3 months, which has created many new projects and planning, but he stated he believes all staff and leadership team members are coping well with these changes.

Mobile Health Clinic Update: See Section 3.1 above.

Budget Commission Meeting: Commissioner Baroudi attended the annual June meeting with purpose of presenting projected revenues and discussing financial outlook to a panel consisting of Treasurer, Auditor, and Prosecutor representatives. The panel overall expressed they were pleased with results from HPH audits and with the Board's appropriation of funds.

Child Fatality Review Board: After a two-year hiatus due to COVID issues, this panel consisting of Karen Jones (Board member), Dr. Kose (Medical Director), Dr. Grace (Pediatric Specialist), Shannon Chamberlin (HPH Nursing), Dan Klein (HPH Vital Statistics), Alexa Heacock (HMG), and representatives from the ADAMHS Board, Prosecutor's office, Police and Sheriff's Departments, and Children's Services reconvened. The panel will likely be meeting more than once per year due to the increasing case reviews needed. A formal report will be shared with the BOH when available.

House Bill 463 (proposed elimination of DAC): Although current status remains in committee, a majority of Commissioners, Township Trustees, BOH members, and other appointed officials

across Ohio oppose HB 463, as evidenced by 4 proponents and 37 opponents were identified after two recently held hearings. Mayor Muryn and the Hancock Co. Commissioners also support the HPH stance of opposing HB 463, with the mayor writing letters of opposition to State Representatives and Senator McColley and the Commissioners expressing willingness to write letters. Legislature is currently in recess, but HPH and affiliates are watchful.

Community Assessment Report: Results were press released, but no significant feedback yet received from community members. Lack of general community response is typical considering the academic nature of the report's content, which is why Commissioner Baroudi emphasized the importance of creating the summary video as a more user-friendly medium. The next step is for the partners to convene and begin developing a plan.

Commissioner Baroudi Recognition: Mr. Baroudi received special recognition by the District Governor of Rotary for serving as their COVID Officer from 2020-2022. Commissioner Baroudi stated this type of regional recognition is a result of having a supportive Board of Health and HPH associates.

4.0 OLD/NEW BUSINESS

4.1 **Personnel**: No hiring or separation in June 2022.

4.2 **Overdose Fatality Review (OFR) Manager**: Commissioner announced HPH being awarded a grant through the ADAMHS Board for hiring an OFR Manager. Position was posted, a few interviews were held, and the position has been filled with starting date of 7/25/23. Formal introduction to the Board is planned for the 8/19/22 meeting.

5.0 CONTINUING EDUCATION

5.1 No CEUs were offered at the current meeting of 7/15/22.

6.0 NEXT MEETING

6.1 **Friday, 8/19/22, 7:30 a.m.**, Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

7.0 ADJOURNMENT

President Edler requested motion for adjournment of the 7/15/22 Board of Health meeting.

Ms. Spoons motioned the Board of Health to adjourn the Regular Meeting of 7/15/22 at 9:02 a.m.

Seconded by Ms. Jones. Motion carried 6-0.



Brian Edler, Board President



Karim Baroudi, MPH, Board Secretary