



# Hancock Public Health

## Board of Health

### Regular Meeting Agenda

July 16<sup>th</sup>, 2021, at 7:30AM



#### **MEMBER ATTENDANCE:**

- X Barbara J. Pasztor, MSN, RN (President) (exited at 9:15 a.m.)
- X William Alge, Esq. (exited at 9:35 a.m.)
- X Brian Edler (Vice President)
- X Karen Jones, MSN, RN
- X Michael Lindamood, M.D.
- X Nancy Moody-Russo, RN, JD
- X Robin Spors

- X Karim Baroudi, MPH, Health Commissioner
- X Nathaniel Ratnasamy, M.D., Medical Director

#### **STAFF:**

- X Shannon Chamberlin, Nursing Director
- X 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

## **1.0 CONVENTION**

### **1.1 Call to Order**

Board President Pasztor called the July 2021 regular meeting to order at 7:30 a.m.

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

Commissioner Baroudi announced three guests: City of Findlay Mayor, Christina Muryn; City of Findlay Service-Safety Director, Rob Martin; and newly hired HPH Clinic RN, Lisa Jolliff.

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

### **2.1 Approval of July 16<sup>th</sup>, 2021, Agenda Items**

President Pasztor requested motion to approve the 7/16/21 meeting agenda as presented in the Board information packet.

**Ms. Spors moved to approve the Agenda of the July 16<sup>th</sup>, 2021, Regular Board of Health meeting.** Seconded by Mr. Alge. **Motion carried 7-0.**

### **2.2 Approval of June 18<sup>th</sup>, 2021, Board Meeting Minutes**

President Pasztor requested motion to approve the 6/18/21 meeting minutes as presented.

**Dr. Lindamood moved to approve the minutes of the June 18<sup>th</sup>, 2021, Board of Health meeting as transcribed.** Seconded by Ms. Jones. **Motion carried 7-0.**

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

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

**Ms. Moody-Russo moved to approve the bill schedule for June 2021.** Seconded by Ms. Spors. **Motion carried 7-0.**

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

- 2.4.1 PHEP in the amount of \$13,387.13**
- 2.4.2 CO21 in the amount of \$15,000.00**
- 2.4.3 Drug Overdose Prevention in the amount of \$8,000.00**
- 2.4.4 Mobile Health Clinic in the amount of \$11,512.42 (Rotary)**
- 2.4.5 Harm Reduction in the amount of \$3,571.43.**

President Pasztor requested motion to approve Board recognition of revenue items, as above.

**Vice President Edler moved to approve the Board Recognition of Revenue, as above.**

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

**2.5 Board of Health to Approve APPROPRIATION INCREASE for fiscal year ending 12/31/21:**

- 2.5.1 PHEP Grant – Salary line item \$13,526.39 (adjusting salaries)**
- 2.5.2 General Fund – Supply line item in the amount of \$1000.00**
- 2.5.3 Harm Reduction in the amount of \$3,571.43**
- 2.5.4 General Fund – Contract Services line item in the amount of \$7,125.00**

President Pasztor requested motion to approve appropriation increase items, as above.

**Dr. Lindamood moved to approve the Appropriations Increase, as presented.** Seconded by

Vice President Edler. **Motion carried 7-0.**

**2.6 Board of Health to approve Revised 2021 Paid Holiday Schedule**

Commissioner Baroudi reported proposal to observe the newly established Federal holiday, June 19 (“Juneteenth”), at a date later than 6/19/21 due to the holiday being approved without adequate advanced notice for year 2021. Proposed date to observe Juneteenth in 2021 was stated as Friday, 11/12/21. Mr. Baroudi further proposed a change in observation of the two paid Christmas holidays, as Christmas Day falls on a Saturday in 2021. Proposed observation dates for Christmas Eve and Christmas Day were stated as Friday 12/24/21 and Monday 12/27/21. President Pasztor requested motion to approve the revised holiday schedule.

**Ms. Jones moved to approve the Revised 2021 Paid Holiday Schedule, as presented.**

Seconded by Vice President Edler. **Motion carried 7-0.**

**2.7 Board of Health to Authorize Purchase of Emergency Response Logistics Vehicle**

Commissioner Baroudi explained proposal for purchase of a pickup truck (as it relates to the COVID-19 pandemic) in amount not to exceed \$50,000.00 (with current quote consideration of \$45,304.00). Mr. Alge asked if one of the leased HPH vehicles was going out of service; Mr. Baroudi answered it is the intention to discontinue the “red Cruze” lease in 8/2021, the new vehicle would act as replacement. Mr. Alge asked if decisions have been made regarding purchase of the new vehicle; Mr. Baroudi answered he wishes for Board approval before decisions are made. Mr. Alge asked for clarification regarding purchase of truck vs. car; Mr. Baroudi answered a truck provides significantly more versatility for all HD programs. President Pasztor requested motion to approve purchase of emergency response vehicle.

**Dr. Lindamood moved to approve the Purchase of an Emergency Response Logistics Vehicle, as presented.** Seconded by Ms. Moody-Russo. **Motion carried 7-0.**

## **2.8 Board of Health to authorize Shared Service Agreement with BVHS**

Commissioner Baroudi reported on a proposal for a contract between HPH and Blanchard Valley Health System (BVHS) for the purpose of expediting the process of staffing the Mobile Health Clinic (MHC) with a Licensed Nurse Practitioner (LNP). President Pasztor stated she has inquired about potential conflict of interest for herself with this matter as President of the BOH and with BVHS affiliation; BVHS has not yet approved said shared service agreement, pending final decision regarding conflict of interest. Commissioner Baroudi requested motion to table authorization of Shared Service Agreement with BVHS, pending BVHS approval and possibly with future special meeting to move things forward as quickly as possible.

**Mr. Alge moved to postpone the authorization of a Shared Service Agreement between HPH and BVHS, as presented.** Seconded by Vice President Edler. **Motion carried 7-0.**

## **2.9 Board of Health to consider City of Findlay Public Sewer Project Variance Request**

Referring to the 7/16/21 Board packet and her attached 7/7/21 letter to the Board, Mayor Muryn presented reasons why she would like to allow Hancock County residents involved in the Bittersweet/Bluebonnet city sewer project more time than the customary one year deadline to plan/prepare/save money for transferring their sewage disposal systems from private system to city tap. Mayor Muryn requested that the Board allow deadline flexibility in the amount of five years for residents to comply. Ms. Summit stated although there are no policies for strict compliance timelines, standard practice is to allow one year for private to city sewer transfers. Ms. Summit explained she is aware of challenges which could interfere with meeting the deadline of one year, including personal finances, weather, contractor issues, estate/legal matters, supply limitations, and land/soil problems, but that residents have the opportunity to apply for septic grants and receive timeline extensions with extenuating circumstances. However, residents with failing septic systems that could cause public health concerns would need to comply with the initial minimum deadline. Ms. Summit further voiced her concern in the event old septic tiles collapse, which would create a much more urgent public health action to cost each resident significantly more time and money. Mr. Edler suggested to educate the involved residents about Ms. Summit's voiced concerns. Ms. Summit stated Mr. Craig Krajieski, HPH Registered Sanitarian, has been working closely making property visits and speaking with owners who reach out for educational opportunities. Ms. Summit and Commissioner Baroudi opined that a five-year timeline is too long and may create problems with efficient project monitoring/compliance.

Mr. Baroudi suggested to maintain the initial one-year deadline but allow for a one-year variance (total two years), with reevaluation on a case-by-case basis annually. Mayor Muryn stated she is comfortable with Mr. Baroudi's suggestion for an added one-year variance with annual case review. Ms. Summit stated letters would be sent to all involved residents with explanation of the added one-year variance. President Pasztor requested motion for approval of a one-year deadline with opportunity for an additional one-year variance and case-by-case review for residents needing to comply with the Bluebonnet/Bittersweet City of Findlay Public Sewer Project.

**Ms. Moody-Russo moved to approve the City of Findlay Public Sewer Project Variance Request, as detailed above.** Seconded by Vice President Edler. **Motion carried 7-0.**

### **3.0 STAFF REPORTS ON PUBLIC HEALTH RESPONSE TO COVID-19 PANDEMIC**

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

Dr. Ratnasamy used slides from his Board report to discuss concerns surrounding COVID variants, with the most predominant variant of concern consequence in the U.S. identified as Delta, although there are many other variants of interest which are being monitored. Dr. Ratnasamy reported that, although the total Delta variant cases are currently low, studies in the UK and Israel have shown the potential for Delta to become a variant of high consequence, even among vaccinated individuals. The good news, however, is that the number of deaths and hospitalizations from Delta variant among vaccinated individuals are not significantly increasing. Currently, 50% of cases in the U.S. are Delta variant, with hospitalizations for unvaccinated people increasing, thus any new variants are not to be taken lightly.

Mayor Muryn asked if there has been an increase in childhood cases; Dr. Ratnasamy answered that no states have reported a significant childhood increase, but there is potential, as there have been some camp outbreaks with children bringing the virus home to their unvaccinated families. Multiple Board members inquired about social gathering transmission. Dr. Ratnasamy reported that unvaccinated people tend to be within the same households and are exposed to like-minded anti-vax individuals, thus the trend for transmission is currently more common among unvaccinated household members rather than mass social gatherings.

Mayor Muryn asked how long unvaccinated people maintain their natural immunity. Dr. Ratnasamy and Commissioner Baroudi concurred that natural immunity from contracting the COVID virus is limited to approximately 90 days, per research. Immunity for fully vaccinated people is much longer, and even immunity for persons who contracted COVID but only got one shot is longer than strictly natural immunity.

Ms. Chamberlin asked how to respond to families who call in asking if one vaccination is enough for children. Dr. Ratnasamy stated research is inconclusive, and for full protection one should seek out full vaccination status. Mr. Edler asked if there will be a COVID vax booster required. Dr. Ratnasamy stated Pfizer has already approached the FDA with a potential booster, but no definitive guidelines are out yet.

#### **3.2 June 2021/Quarter 2 Financial Report and Analysis—Karim Baroudi**

Using Board packet information, Commissioner Baroudi presented a six-month financial analysis. Mr. Baroudi reported that, although revenue gaps from COVID-impacted service programs are still being filled with COVID grant funds, there are no significant budget pattern changes and ending cash balance for the half year mark is stable. No HPH financial hardships are expected, however, leadership team and Commissioner will be monitoring very closely for possible drying out of funds in COVID-impacted programs. No questions or concerns were voiced by the Board regarding financial report.

### **3.3 Health Planning & Promotion Services—Chad Masters**

Mr. Masters announced the accreditation plaque and official letter from PHAB arrived. The plaque will be displayed in the HPH lobby. Mr. Masters reviewed the accreditation requirements for year one, including CQI project involving electronic filing and increased storage space in HPH building, and also first-year report submission.

Mr. Masters stated the car seat program is opened back up for direct visits again. Although that program has one less staff member working within (Kayla DeMuth, Health Educator), the program is still a great need in Hancock Co. and Jessica Halsey has been working on restructuring with Blanchard Valley Hospital to maximize staff time.

Mr. Alge asked for a definition of “failed vision goggles” from Mr. Masters’ report. Mr. Masters stated that failed vision goggles are used in Health Education for alcohol effects awareness and alcohol abuse prevention. The goggles mimic the feeling of varied levels of vision difficulty secondary to alcohol ingestion.

### **3.4 Personal Health Services—Shannon Chamberlin**

Ms. Chamberlin summarized her Board report, announcing that Cory-Rawson (C-R) Schools notified HPH they were not interested in HPH RN consultation services for hearing/vision screens. Ms. Chamberlin and Commissioner Baroudi explained to the new C-R Superintendent that their newly hired Medical Assistant may not be able to conduct full screenings due to ODH requirements. Mr. Baroudi announced he will send a follow-up letter to the C-R Superintendent and encourage utilization of HPH RN to assist with screenings. In the meantime, Commissioner and Ms. Chamberlin are not worried about the lost time spent with C-R Schools, as Tonya Tracy, HPH School RN, is a certified CPR Trainer, and there is an identified need of her services in that educational area in the Hancock Co. community. Further, Cory-Rawson is only school system in Hancock Co. declining HPH RN services.

Ms. Chamberlin briefly reported on the potential for Nursing to be able to bill for the administration fee related to COVID vaccinations in the near future. President Pasztor asked about amount of admin. fee return; Ms. Chamberlin stated the return fee is dependent on insurance company, with some companies paying back \$100.00 per vaccine in admin. fees.

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

Ms. Heacock announced HMG Program continued stability with 100 families being served and always researching community engagement opportunities to generate new referrals to the program. Currently there are delays with the Home Visiting Contract and awaiting final word on the Ohio Childhood Safety Initiative Grant (anticipated to begin in August), but the HMG Program is experiencing excellent attendance and educational opportunities at all group events, with recent ODH approval to serve families with children up to 5 years old (from 3 years).

Ms. Heacock brought up the subject of storage space limitation for HMG as a whole within the HPH building, including 5 staff in 1 office space and significant grant deliverables taking up space in spillover HPH offices (diapers, etc.). The HMG team has discussed alternative/varied

time schedules to increase productivity/decrease distractibility for staff. Commissioner Baroudi stated he and HMG staff have been brainstorming about creative use of space or possibly looking for new space for the entire program or at least for storage (Findlay Mall as a potential).

### **3.5 Environmental Health (EH) Services—Lindsay Summit**

Ms. Summit stated EH is trending back to normal in many service areas. Food licensing and campgrounds are finished for year 2021, with only five food establishments with late fees and no closings. Regarding the mosquito program, Ms. Summit updated the Board on an digital billboard being displayed near the Findlay Village Mall created for public education about mosquito issues. Ms. Summit summarized Trae Gulgin’s mosquito report on mosquito trapping/spraying, with the highest mosquito trap locations being Portage Township and Swale Park in Findlay; plans are to focus on spraying in these high incident areas.

Discussion ensued regarding proposed solar projects in the Hancock Co. area, specifically Cass and Washington Townships. Ms. Summit will be sending letters to affected residents to increase awareness/education surrounding solar projects and plans on attending meetings about same in future. Mr. Alge compared the solar project to wind turbine issues and discussed there has been state legislature creating statutory provisions to cancel unused turbine leases. Ms. Summit stated Governor DeWine has signed for County Commissioners to have more power in ceasing similar projects. Commissioner Baroudi stated that the current solar project looks very different from the turbines in its comprehensiveness, directly affecting many residents and their septic systems. Ms. Summit stated her biggest concern involves the potential installation of solar panels above existing septic system tile outlets and the potential resultant inability to repair septic outlet systems and/or landlock occurrences where there will be limited septic outlet options. Ms. Summit and Mr. Baroudi expressed that the primary focus is to protect Hancock Co. residents’ public health, thus more detailed information is needed regarding the solar proposal before any decisions are made. Further information will be provided to the Board as available.

### **3.7 IT/Data Systems Services—Craig Niese**

Mr. Niese presented a detailed report on current IT projects being worked on in various stages, all of which are funded by COVID grant monies, including purchasing new computers for HPH office, updating IT management from locally based control to cloud based which allows for more remote work options, purchasing remote VPN for increased security with service connectivity, installing a more permanent air conditioning system for IT room cooling needs, resolving network issues with a new router through CentraCom, and finally starting plans for a document management solution system with digitalized filing.

### **3.8 Health Commissioner/Legislative Updates—Karim Baroudi**

Legislative: Commissioner Baroudi gave updates on the Budget Bill which was recently signed. Written summary was provided for the Board. Will allow for Help Me Grow home visits to continue through children up to 5 years old. Will potentially generate increased state subsidy for health departments for certification. Regarding health district mergers, Commissioner Baroudi reported health districts less than 50,000 residents and receiving certification before 2025 would be exempt from merging, which makes Putnam County exempt, but Hardin County

still questionable. Governor DeWine signed the Vaccination Bill, barring anyone being required to receive a vaccine or provide information about their vaccination status when the vaccine has not been FDA approved. Ms. Chamberlin asked timeline for FDA vaccine approval or required timeframe for research studies. Ms. Jones stated she heard at least six months of data required, but more information is needed.

Mobile Health Clinic (MHC): The MHC has been well received in the July 4<sup>th</sup> Parade and at two Findlay Farmer's Markets, although at the second market fewer residents were vaccinated. Commissioner Baroudi reported there is a request in to the Fair Board to have the MHC and HPH presence during the entire Hancock Co. Fair, 2021. Schedules are being finalized.

Community Health Assessment (CHA) Survey: Commissioner Baroudi will attend meeting with all CHA partners on 7/28/21 to select questions for survey in Fall 2021. There is no anticipation of significantly changed survey questions, other than possibly adding questions that are COVID related.

Regional Transportation Meeting: Commissioner Baroudi attended recently and expressed the importance of residents having access to reliable transportation in the matter of accessibility to public health services.

COVID Vaccination Administration: HPH continues to provide walk-in clinics, with overall low turnout. Governor is pushing for more state incentives for people receiving the vaccine, as local districts are limited in the type of incentives offered (no cash, no gift cards, etc.).

Commissioner Baroudi updated Board on COVID trends in Hancock Co., which were reviewed previously in Section 3.1. Mr. Alge asked if Hancock Co. is at risk for changing color risk status; Mr. Baroudi stated the color-coding system is no longer in effect. Emergency status has been lifted at local and state levels, although there is rising concern regarding the Delta variant.

Ms. Jones asked if HPH should go back to reporting COVID trends on a dashboard for the public, as was done during the height of the pandemic. Commissioner Baroudi stated a public dashboard COVID update will probably be reinstated on a daily or weekly basis. Ms. Jones stated this may help to increase public awareness and vaccination rates.

## **4.0 OLD/NEW BUSINESS**

### **4.1 Personnel**

Commissioner Baroudi announced one new HPH associate: Lisa Jolliff, Full-Time Clinic Nurse, Date of Hire: 7/12/21.

## **5.0 EXECUTIVE SESSION**

### **5.1 Personnel: Staff Compensation Review**

Commissioner Baroudi requested Board executive session regarding staff compensation review. Vice President Edler requested motion for the Board of Health to move into executive session.

**Ms. Moody-Russo moved for the Board to recess into executive session at 9:41 a.m. for discussion regarding Hancock Public Health personnel compensation.** Seconded by Ms. Jones. Ms. Summit read roll call.

Roll Call: Ms. Pasztor (BJ): ABSENT                      Ms. Spoor (Robin): YES  
Ms. Moody-Russo (Nancy): YES                      Mr. Alge (Bill): ABSENT  
Ms. Jones (Karen): YES                      Mr. Edler (Brian): YES  
Dr. Lindamood: YES

**At 9:54 a.m., Ms. Jones motioned to move the meeting out of executive session.**  
Seconded by Ms. Spoor. **Motion carried 5-0.**

#### 6.0 CONTINUING EDUCATION

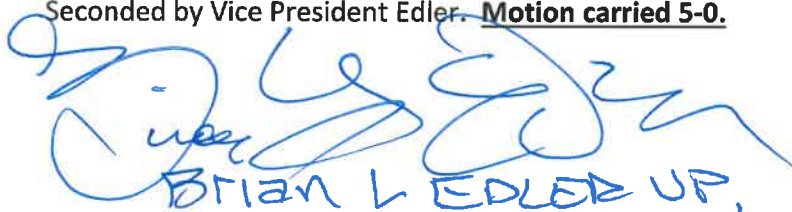
6.1. No CEUs were offered at the current meeting; links will be provided for individual completion.

#### 7.0 NEXT MEETING

7.1 Friday, 8/20/21, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

#### 8.0 ADJOURNMENT

**Ms. Spoor motioned the Board of Health to adjourn its regular meeting of 7/16/21 at 9:57 a.m.**  
Seconded by Vice President Edler. **Motion carried 5-0.**



BRIAN L EDLER VP.

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Barbara J. Pasztor, RN, MSN Board President



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Karim Baroudi, MPH, Board Secretary