



Hancock Public Health

Board of Health

Regular Meeting Agenda

November 19th, 2021, 7:30 a.m.



BOARD MEMBER ATTENDANCE:

- X Barbara J. Pasztor, MSN, RN (President)
- X William Alge, Esq.
- X Brian Edler (Vice President) (virtual attendance)
- 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 (arrived 8:45 a.m.)

STAFF:

- X 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

1.0 CONVENTION

1.1 Call to Order

President Pasztor called the November 2021 regular virtual meeting to order at 7:36 a.m. Vice President Edler participated in the meeting virtually via web-conference and was considered absent for the purposes of voting and quorum.

1.2 Introduction of Public, Guests and Employees:

Commissioner Baroudi announced one guest, Sara Arthurs, Journalist, The Findlay Courier.

2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION

2.1 Approval of November 19th, 2021, Agenda Items

President Pasztor requested motion to approve the 11/19/21 meeting agenda as presented in the Board information packet.

Ms. Moody-Russo moved to approve the Agenda of the November 19th, 2021 Regular Board of Health meeting. Seconded by Mr. Alge. **Motion carried 6-0.**

2.2 Approval of October 15th, 2021, Board Meeting Minutes

President Pasztor requested motion to approve the 10/15/21 meeting minutes.

Ms. Jones moved to approve the minutes of the October 15th, 2021, Board of Health meeting as transcribed. Seconded by Ms. Spors. **Motion carried 6-0.**

2.3 Approval of October 2021 Bill Schedule

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

Ms. Spors moved to approve the bill schedule for October 2021. Seconded by Dr. Lindamood. **Motion carried 6-0.**

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

- 2.4.1 Integrated Naloxone FY'23 project in the amount of \$14,750.00**
- 2.4.2 Early Childhood Safety Initiative FY'22 project in the amount of \$25,000.00**
- 2.4.3 Public Health Workforce FY'22 project in the amount of \$28,714.08**

Mr. Alge asked for confirmation as to whether Items 2.4.1, 2.4.2, and 2.4.3 were all related to grant funds; Commissioner Baroudi confirmed.

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

Ms. Moody-Russo moved to approve Board Recognition of Revenue, as presented. Seconded by Mr. Alge. **Motion carried 6-0.**

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

- 2.5.1 Integrated Naloxone FY'23 project in the amount of \$14,750.00**
- 2.5.2 Early Childhood Safety Initiative FY'22 project in the amount of \$25,000.00**
- 2.5.3 Public Health Workforce FY'22 project in the amount of \$28,714.08**
- 2.5.4 General Fund Contract Services line item in the amount of \$12,000 (Help Me Grow Retention)**
- 2.5.5 General Fund line items for severance, advertising/printing and contract services in the amount of \$20,445.00**
- 2.5.6 Safe Communities project contract services line item in the amount of \$5,000.00**
- 2.5.7 General Fund line items other expense and postage in the amount of \$795.49**
- 2.5.8 General Fund line items salary, insurance and PERS in the amount of \$236,500.00**

Mr. Alge asked if for confirmation as to whether Items 2.5.4 through 2.5.8 are already included in the budget; Commissioner Baroudi confirmed, adding that the purpose of Item 2.5 is essentially to communicate movement of funds from one line item to another to enable appropriate spending.

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

Dr. Lindamood moved to approve the Appropriation Increase, as presented. Seconded by Ms. Jones. **Motion carried 6-0.**

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

- 2.6.1 Safe Communities project in the amount of \$26,991.68**

President Pasztor 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 6-0.**

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

- 2.7.1 Safe Communities project in the amount of \$26,991.68**

President Pasztor requested motion to approve appropriation decrease, as above.

Mr. Alge moved to approve the Appropriation Decrease, as presented. Seconded by Ms. Jones. **Motion carried 6-0.**

2.8 Board of Health to approve Reappointment of Poly Sandhu to Sewage Appeals Board

Ms. Summit explained the Sewage Appeals Board, stated it has never needed activation, one member is appointed by a Probate Judge and the other member appointed by the Board of Health. Ms. Summit reported that Ms. Poly Sandhu has agreed to serve another two-year term from 12/16/21 through 12/15/23.

President Pasztor requested motion to reappoint Poly Sandhu to the Sewage Appeals Board for a two-year term, as detailed above.

Ms. Moody-Russo moved to approve Reappointment of Poly Sandhu to the Sewage Appeals Board. Seconded by Dr. Lindamood. **Motion carried 6-0.**

2.9 Second Board Reading of the Proposed 2022 Environmental Health Fees

Commissioner Baroudi stated Ms. Summit recalculated fee changes for second reading based more realistically on upcoming HPH pay scale adjustments. Ms. Summit stated the recalculation created a slight increase (range of \$1.00-\$10.00 per license fee) from the first reading figures, but there will still be a substantial cut in fee revenue. A complete list of second reading fees was provided for Board review in the 11/19/21 packet.

President Pasztor requested motion to approve Second Reading of Fees, as presented.

Dr. Lindamood moved to approve the Second Reading of the Proposed 2022 Environmental Fees, as above. Seconded by Ms. Jones. **Motion carried 6-0.**

2.10 Board of Health to approve Cost-of-Living Adjusted Pay Scale for Year 2022

Commissioner Baroudi referred to the Board packet with 2022 pay scale increases, which included a 5% increase in pay and an additional increase to next pay step as of 1/1/21 for all HPH associates. Mr. Baroudi stated although the proposed increase is still not competitive with private sector, it is now considered competitive with other local Ohio health departments.

President Pasztor requested motion to approve 2022 Pay Scale Increase.

Ms. Moody-Russo moved to approve the Cost-of-Living Adjusted Pay Scale for Year 2022, as presented. Seconded by Ms. Spoons. **Motion carried 6-0.**

2.11 Board of Health to approve Health District Operating Budget for Year 2022

Commissioner Baroudi reviewed the detailed information provided to the Board regarding HPH 2022 budget. Mr. Baroudi expressed appreciation to Ms. Summit and Ms. Chelsi Frankforther for their preparation of the 2022 Operating Budget.

President Pasztor requested motion to approve the 2022 Operating Budget.

Ms. Jones moved to approve the Health District Operating Budget for Year 2022, as detailed. Seconded by Ms. Spoons. **Motion carried 6-0.**

Commissioner Baroudi read roll call:

Roll Call: Ms. Pasztor (BJ): <u>YES</u>	Ms. Spoons (Robin): <u>YES</u>
Ms. Moody-Russo (Nancy): <u>YES</u>	Mr. Alge (Bill): <u>YES</u>
Ms. Jones (Karen): <u>YES</u>	Mr. Edler (Brian): <u>(Virtual)</u>
Dr. Lindamood: <u>YES</u>	

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

3.1 Medical Director – Dr. Ratnasamy

Dr. Ratnasamy stated COVID trends continue to be concerning and presented slides to Board members. Worldwide, there have been five million deaths due to COVID, with 700,000 of those deaths being in the U.S. The U.S. is currently peaking with over 1000 deaths per day. The most current worldwide hotspot for COVID is Europe (especially Germany and the Netherlands), and U.S. hot spots include NW Ohio and Michigan. Dr. Ratnasamy reported on a new class of medications - protease inhibitors - which are in approval stages and purportedly reduce hospitalizations and deaths due to COVID in the early/high risk treatment of affected adults. Monoclonal antibodies continue to be used to reduce hospitalizations/deaths, and in Hancock Co. there has been a recently significant increase in the request of monoclonal antibodies due to the current surge.

President Pastzor asked for clarification on who will be able to prescribe the new protease inhibitors once approved. Dr. Ratnasamy answered that will depend how the medications are released; it could be to ERs, hospitals, pharmacies or a combination. Commissioner Baroudi stated from his most recent inquiry, protease inhibitor distribution will more than likely be allocated mainly to ERs and pharmacies.

3.2 October 2021 Financial Report and Analysis – Karim Baroudi

Commissioner Baroudi summarized October 2021 financial trends, concluding there have been no unusual changes compared to past years. The only difference reported by Mr. Baroudi was increased revenue and increased expenditures, directly related to COVID response.

3.3 Health Planning & Promotion Services – Karim Baroudi

Commissioner Baroudi summarized Mr. Masters' October report. The most significant activity is the recruitment of two new HPH associate positions: 1) Peer Support Specialist, Injury Prevention – who will assist Gary Bright and Jamie Decker with Narcan distribution and other departmental duties, and 2) Communication Specialist – which is a state-awarded position. Mr. Baroudi reported a candidate had been chosen for the Communication Specialist, but she changed her mind after accepting, thus recruitment continues for both positions. The Board will be updated in the December 2021 BOH meeting regarding recruitment activity.

3.4 Health Services – Shannon Chamberlin

Ms. Chamberlin added one item to her report regarding expected \$50,000.00 revenue related to a 2018 MOU contract with Frontier Community Services for HPH to provide services to Blanchard Station Housing residents (Bishop Lane, Findlay) after the project is approved. Ms. Chamberlin stated she was contacted by the Frontier Services, they informed her the project has been approved, thus payment will be forthcoming. Ms. Chamberlin reported clinical revenue is beginning to catch up with years past, other than the 2019 hepatitis A outbreak. To potentially improve clinical revenue further, HPH may begin billing for COVID vaccine administration fees starting in 2022. Ms. Chamberlin explained that most pharmacies are currently billing for admin. fees and most insurance companies are reimbursing those fees.

Ms. Chamberlin gave update on the most recent pediatric COVID vaccine clinic. Although there were 10 cancellations last minute, there remained #140 vaccines administered in total. There was an adult resident who presented during the pediatric clinic, asking parents if they had researched the vaccine, attempting to take photographs, and not wearing a mask; Commissioner Baroudi appropriately dismissed the adult resident from HPH property. The 2nd-dose clinic is scheduled for 12/8 and 12/10/21. Discussion ensued among Board members and HPH staff regarding the offering of incentives during future pediatric COVID clinics. Mr. Alge asked for clarification of pediatric COVID vaccine schedule and weight of child variable. Ms. Chamberlin explained 5-year-old through 11-year-old children are recommended to receive two doses; these doses are of lower concentration than adult vaccines and weight of individual child is not a factor. Ms. Chamberlin and Commissioner Baroudi reported the primary determining factors for pediatric vaccine dosage are general development/height and weight averages of the 5-to-11-year-old age group.

3.5 Help Me Grow (HMG) Program – Alexa Heacock

Ms. Heacock reported there have been no significant changes with HMG revenue since last report. A recent highlight for the HMG Program was the annual Drive-Through Thanksgiving Event for HMG families held on 11/18/21. Forty-five families participated, 170 meals served, carryout in vehicle format, better for families with babies, and was considered a success. Funds for the recent Thanksgiving event were from Great Scot/Community Markets, and Ms. Heacock will be seeking new funding for 2022.

Ms. Heacock described to the Board a new partnership with University of Findlay, with a senior social work student expressing interest in completing her Capstone Project with HMG, 32 hours/week, and will be able to help with locating grant opportunities.

It was announced that Jill Seeman, RN, HMG Home Visitor, resigned effective 12/1/21. Initially the vacancy was posted as Licensed Social Worker, however, there were zero applications generated from that posting. Commissioner Baroudi and Ms. Heacock made the decision to post the vacancy as Home Visitor I; 40 applications were received. Interviews are being held, Board will be updated in December 2021 meeting.

3.6 Environmental Health (EH) Services – Lindsay Summit

Ms. Summit reported the first-round food inspections are completed and expressed appreciation to Sanitarians Heidi Phillips and Craig Krajewski for their efforts, especially considering the open Registered Sanitarian position has not yet been filled.

The Third Reading of the Proposed 2022 Environmental Health Fees will be conducted at the 12/17/21 Board Meeting. Ms. Summit urged Board members to attend the 12/2021 meeting to assure quorum. Public hearing is scheduled for 2022 Fee Schedule information distribution; all license holders and the public were notified of the 12/15/21 hearing.

Ms. Summit announced an increase in tobacco sales violations in 2021 compared to 2020. Out of 72 inspections, there were 9 sales, with 2 of these sales being repeat offenders (repeat offenders owe required fines). Commissioner Baroudi explained that when there are tobacco sales violations, there is a required hearing with the store manager and the person who sold

tobacco at HPH. The purpose of tobacco violation hearings is to help tobacco venders prevent future tobacco violations. Mr. Alge asked about the attitude of business owners during tobacco violation hearings. Mr. Baroudi answered that owners report they have attempted to provide thorough training of employees for tobacco sale compliance, generally asking for forgiveness for the mistake of their employees. Mr. Baroudi stated it is the goal of HPH to increase education and provide tools necessary for owners and their associates to maintain compliance rather than merely punishing owners by collecting fines.

3.7 IT & Health Data Management Services – Craig Niece

Mr. Niece updated the Board on ongoing IT projects, including ordering/installing/organizing new IT equipment for staff and preparing the specially designated A/C unit for the IT room. The most significant focus has been on a newly installed paperless documentation software system. Staff will soon be trained on the scanning/paperless system, which will greatly increase overall office efficiency.

3.8 Health Commissioner Remarks & Legislative Update – Karim Baroudi

COVID Update: Commissioner Baroudi summarized Hancock Co. COVID trends, as presented in the Board packet. COVID numbers in Hancock Co. continue to rise on all measurement markers (positive cases, cases per capita, hospitalizations, deaths), with numbers being at their highest since the most recent surge. Mr. Baroudi stated we appear to be “stuck in a vicious cycle.” Vaccination clinics continue, with 49.6% of the Hancock Co. population currently fully vaccinated (two shots total), which is a 2% increase since the 10/2021 Board meeting, and 6% of the Hancock Co. pediatric population so far vaccinated.

Legislative Updates:

House Bill 463: Commissioner Baroudi described House Bill 463, which was introduced by Jason Stephens, Southern OH District, on 10/23/21, currently going through Columbus assembly. Proposes to eliminate health district advisory councils and shift health district responsibilities to Board of County Commissioners. The proposed Board would include one position from the DAC, one from Board of Co. Commissioners, one from Board of Township Trustees, one from City, one from School District, and two from Licensing Council. The Bill has no co-sponsor yet, and Columbus lobbyists are investigating the driving force behind such a sudden bill introduction. Mr. Baroudi stated he believes modernizing public health practice in Ohio may be beneficial, however, it is crucial to keep the Board of Health separate from elected officials to avoid conflict of interest and protect the public with a well-represented Board of medical and licensing professionals who make best practice decisions for the community. In essence, Mr. Baroudi stated House Bill 463 will put politics in the middle of public health practice.

Mr. Alge asked how House Bill 463 is related to legislation to eliminate contact tracing. Commissioner Baroudi answered elimination of contact tracing is along the same line of thinking as House Bill 463, because it involves elected officials feeling a need to answer to their constituents, thus decisions will be made based on public opinion rather than decisions made by non-political professionals based on scientific (best) practice.

House Bill 218: Commissioner Baroudi announced this bill passed as of late 11/18/21 and will now go to Senate. House Bill 218 essentially bans vaccine requirements and prevents people

asking about vaccination status. Although public health advocates/lobbyists are attempting to educate state stakeholders, township associates, and other officials, thus far no state representatives seem interested in pursuing further.

Mr. Alge asked if there was anything the Board of Health could do in raising awareness of legislative issues. Commissioner Baroudi answered that if Board members feel comfortable, this may be a good time to contact local representatives and/or initiate conversations with residents about how these recent bills will impact public health. However, as a warning Mr. Baroudi added that vocalizations from Public Health staff or Board of Health members may be perceived as a conflict-of-interest secondary to people believing that public health leadership are attached to maintaining authority.

4.0 OLD/NEW BUSINESS

4.1 Personnel

Jill Seeman, RN, HMG Home Visitor, resigned her position effective 12/1/21.

4.2 Strategic Planning 2022-2024 Session: Thursday, 12/9/21, 8:30 a.m.-12:30 p.m.

Commissioner Baroudi reminded Board members of the strategic planning meeting scheduled for 12/9/21, with Board member participation from 8:30 a.m.-12:30 p.m., lunch provided, then the afternoon with HPH leadership only. Ms. Moody-Russo and others stated they believed the meeting was 12/2/21 and may not be available 12/9/21. Mr. Baroudi announced he would pursue changing the strategic planning meeting to 12/2/21 to ensure attendance by every Board member. Mr. Baroudi mentioned the Board could use said meeting as an opportunity to earn CEUs. The location of the strategic planning meeting will not be at HPH, instead is proposed at University of Findlay or Millstream Building-Hancock Co. Fairgrounds. Commissioner Baroudi stated he would notify Board members as soon as possible the time/schedule/location of the strategic planning meeting proposed for 12/2/21.

4.3 2021 Community Health Needs Assessment (CHNA) Update

Commissioner Baroudi stated 200 surveys have been completed/returned, which so far is considered a good outcome. Reminder notices will be sent to all survey participants during the week of 11/22/21. Board will receive update 12/17/21.

4.4 DAC Committee Health District Funding Meeting, Tuesday, 11/29/21

Due to participating difficulties of Township folks secondary to harvest schedule, the decision was made to set date of Health District Funding Meeting for 11/29/21. Commissioner Baroudi will send formal invitations to Ms. Jones and Mr. Alge as soon as meeting time is finalized.

4.5 2020 State Financial Audit Completed

Commissioner Baroudi announced that Hancock Public Health passed the State financial audit recently conducted, with no significant difficulties identified/reported. President Pasztor expressed congratulations to HPH staff. Mr. Baroudi expressed appreciation of Ms. Summit and Chelsi Frankforther, who were instrumental in the audit process.

4.6 Mobile Health Clinic (MHC)

Mr. Alge asked for MHC activity summary. Commissioner Baroudi reported the MHC continues to be utilized for vaccination outreach initiatives, as intended for the remainder of 2021. On 11/18/21, Mr. Baroudi received the MHC Health Practitioner contract. The contract is being reviewed by legal and with Dr. Ratnasamy (as this new position will be under direction of Dr. Ratnasamy), and finally will be presented to the Board when ready.

Encouragingly, Commissioner Baroudi reported the MHC Practitioner may be able to assist with other HPH projects, namely a newly proposed cooperation between HPH and Dr. Thomas Grace, Jr., diabetic specialist, to collect data regarding use of a real-time blood sugar monitoring device to measure the device's impact on diabetic prevention behaviors. Currently Mr. Baroudi is requesting permission from the Community Foundation for partial use of allocated grant monies for such a study. Mr. Alge asked if drug companies might fund the monitoring devices. Commissioner Baroudi reported that Dr. Grace stated two companies are willing to provide 100 devices each (200 devices total) for project startup, which would be a good beginning for baseline data. Mr. Baroudi concluded that results from such a study may eventually contribute to increased insurance coverage for diabetic supplies in the future.

5.0 CONTINUING EDUCATION

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

6.0 NEXT MEETING


6.1 Friday, 12/17/21, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

7.0 ADJOURNMENT


President Pasztor requested motion for adjournment of the 11/19/21 Board of Health meeting.

Ms. Spoons motioned the Board of Health to adjourn the regular meeting of 11/19/21 at 9:15 a.m.

Seconded by Ms. Moody-Russo. **Motion carried 6-0.**



Barbara J. Pasztor, RN, MSN Board President



Karim Baroudi, MPH, Board Secretary