



Hancock Public Health

Board of Health

Regular Meeting Agenda

October 15th, 2021, 7:30 a.m.



BOARD MEMBER ATTENDANCE:

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

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

STAFF:

- X Shannon Chamberlin, Nursing Director (via phone)
- X Chad Masters, Health P&P Director
- A 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 October 2021 regular meeting to order at 7:33 a.m.

1.2 Introduction of Public, Guests and Employees:

No public guests or employees were scheduled to attend the 10/15/21 meeting.

2.0 BOARD ACTIONS/REGULATIONS/VARIANCES/PUBLIC PARTICIPATION

2.1 Approval of October 15th, 2021, Agenda Items

President Pasztor requested motion to approve the 10/15/21 meeting agenda as presented in the Board information packet.

Mr. Alge moved to approve the Agenda of the October 15th, 2021, Regular Board of Health meeting. Seconded by Ms. Spoons. **Motion carried 5-0.**

2.2 Approval of September 17th, 2021, Board Meeting Minutes

President Pasztor requested motion to approve the 9/17/21 meeting minutes as presented in the Board packet.

Ms. Jones moved to approve the minutes of the September 17th, 2021; Board of Health meeting as transcribed. Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

2.3 Approval of September 2021 Bill Schedule

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

Ms. Moody-Russo moved to approve the bill schedule for September 2021. Seconded by Ms. Jones. **Motion carried 5-0.**

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

- 2.4.1 Drug Overdose '22 Project in the amount of **\$24,700.53**
- 2.4.2 GVO (Immunization Project in the amount of **\$23,839.01**
- 2.4.3 General Fund in the amount of **\$5,995.00** (Ultra Low Freezer CF Grant)
- 2.4.4 General Fund in the amount of **\$2,475.00** (Drug Overdose Awareness Chargeback)

President Pasztor requested motion to approve Board recognition of revenue, as above.
Ms. Spoor moved to the Board to Recognize Revenue, as presented. Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

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

- 2.5.1 General Fund Salary line item in the amount of **\$2,475.00**

President Pasztor requested motion to approve appropriation increase, as above.
Mr. Alge moved to approve the Appropriation Increase, as presented. Seconded by Ms. Jones. **Motion carried 5-0.**

2.6 Board of Health Approval for Great Lakes Toyota Lease Agreement

Commissioner Baroudi stated the new vehicle leases would be \$277.00/month. He explained this is a slight increase from the previous vehicle costs, but with current supply chain and logistics due to pandemic effect, it makes more sense for the agency at this time.

President Pasztor requested motion to approve entering into a lease agreement with Great Lakes Toyota to replace two expiring vehicle leases.

Ms. Moody-Russo moved to approve the Great Lakes Toyota Lease Agreement, as presented. Seconded by Ms. Spoor. **Motion carried 5-0.**

2.7 First Board Reading of the Proposed 2022 Environmental Health Fees

Ms. Summit referred to the document provided to the Board, First Reading 10/15/21, Recommendations for 2022 Fees, in her presentation of 2022 fee review based on cost analysis, as annual Food Program fee reviews are State required. Ms. Summit stated EH staff time spent in 2020 Food Program services was a large part of determining the 2022 fee schedule. She announced there will be a significant decrease in food programming fees for 2022 as a direct result of pandemic effect in 2020. Ms. Summit explained in detail the analysis of potential EH budget loss due to 2022 fees, a total loss of \$82,000.00, which is the salary of one Registered Sanitarian. She stated she suspects this cut may be even more significant than currently predicted, as food establishments are continuing to have financial issues and are at risk of closing in 2021-2022. Ms. Summit briefly reviewed Sewage Program fee proposal changes and explained there is no State requirement to review all Sewage categories annually.

President Pasztor asked if there is reciprocity between counties for mobile food trucks. Ms. Summit answered that mobile trucks are required to be initially licensed in one county, but then can serve food in all counties across Ohio once initially licensed. The downfall of this regulation is that sanitarians are required to inspect all mobile trucks at any given event, but

the HD can only charge for time inspecting Hancock Co.-licensed mobiles; thus, money is lost on time spent inspecting mobiles initially licensed in other Ohio counties (i.e., at the fair event, there may be only 25/50 Hancock-Co.-licensed mobile trucks, all 50 trucks must be inspected by Hancock Co. sanitarians at that one event, yet only 25 of those inspections will be counted on cost analysis).

Mr. Alge asked why there has been such a significant change in Food Program fee proposal from 2020 to 2022. Ms. Summit answered that the COVID pandemic has had the most significant impact on fee proposals than any other factor. Ms. Summit listed the reasons for pandemic effect on fees: 1) Fewer EH staff time invested toward inspecting mobile food trucks and temporary food events because there were almost no events in 2020 - decreased events in 2020 = decreased inspections in 2020 = decreased fee proposals in 2022; 2) Food establishments closing due to pandemic in 2020, which further decreased EH staff time invested in inspecting food facilities and in some cases eliminated food licensing revenue altogether; 3) Most Environmental Health Registered Sanitarians were displaced from their EH roles to fulfill job duties related to COVID (contact tracing, COVID compliance phone calls/inspections, etc.), thus the time sanitarians were able to spend toward food facility inspections was significantly decreased in 2020. Commissioner Baroudi added that cost analysis is required by State law. Cost analysis does not only entail revenue from food licenses/permit fees, but includes the TIME spent by EH staff in each program. Mr. Baroudi explained that HPH was expecting this EH cut, especially in the Food Program; nonetheless we have no choice but to decrease fees almost in half and this will have an impact on EH budget at least for the next two to three years. Mr. Baroudi reported that there is talk at the State level for the Governor to find a way to fill this EH budget gap, especially for programs not funded by grants (most EH program). There is also talk of communicating with the Restaurant Association to lobby the State for scheduled fees to control drastic fluctuations in the future.

Despite the predicted EH budget cut in 2022, Commissioner Baroudi announced that the plan is to continue pursuit of filling the now-vacant Registered Sanitarian position, as if that position is not filled there will be further fee proposal decreases in years to come as a direct result of one less sanitarian spending time on EH program inspections.

Commissioner Baroudi stated 2020 EH fee proposal changes will be read a second time at the November 2021 regular BOH meeting, and hopefully at second reading HPH may have more information regarding potential State advisement/assistance in this matter.

President Pasztor requested motion to approve the First Reading of the Proposed 2022 Environmental Health Fees.

Mr. Alge moved to approve the First Reading of the Proposed 2022 Environmental Health Fees, as presented. Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

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

3.1 Medical Director – Dr. Ratnasamy

No report, Dr. Ratnasamy not present.

3.2 September 2021 Financial Report and Analysis – Karim Baroudi

Commissioner Baroudi summarized September 2021 financial trends, noting an expected revenue decrease in the last months of 2021 due to the nature of some PH services in these months and the holiday season.

President Pasztor asked if these 2022 pandemic-effect budget decreases are statewide or HPH localized. Commissioner Baroudi answered all Ohio Health Departments have been affected, which is why the issue of asking the State for advisement/assistance is regularly voiced during Governor communications.

Commissioner Baroudi announced District Advisory Council (DAC) extended the 2022 contract, thus the same funding will be received from City/Townships/Villages as in 2022. Further, the DAC has called for a committee to be formed for analysis of HPH funding moving forward, which Mr. Baroudi opined is a positive step. Commissioner Baroudi stated he plans on requesting at least a 5% increase in appropriation.

3.3 Health Planning & Promotion Services – Chad Masters

Mr. Masters began by recognizing the Medical Reserve Corps (MRC) volunteers, who have been helping HPH with contract tracing and COVID follow-up calls since the end of September 2021 due to a significant backlog of COVID-related communications/inquiries to HPH after the most recent COVID surge. The call backs are now under control and caught up due to help from MRC.

Mr. Masters summarized his Board report, announcing three new HPH job openings, all 100% grant or ADAMHS funded: 1) Public Information Officer, grant funded; 2) Part-Time Peer Support Specialist, 28 hours/week, grant funded; 3) Suicide/Overdose/Infant & Child Mortality/Fatality Review Specialist, full time, ADAMHS funded.

President Pasztor asked for clarification regarding two newly listed child suicides in Hancock Co. Mr. Masters answered he believes the child suicides were more related to pandemic effect. Commissioner Baroudi announced a predicted new focus in the future related to correlation between the pandemic and mental health issues and prevention/intervention management. Mr. Baroudi's statement led to a discussion about how the new Suicide/Overdose Fatality Review Specialist position might be able to increase more immediate responses to fatalities in Hancock Co. rather than months after each incident by focusing on research and working more closely with law enforcement in fatality communication with HPH.

Mr. Alge asked for clarification about an issue regarding Sheriff Heldman's response to a statement made in the Opiate Task Force meeting minutes stating people who are released from jail without Narcan are more likely to overdose. Mr. Masters stated this issue was discussed at the Hancock Public Health BOH meeting of 6/18/21, Section 3.3, and reported this

issue has been generally resolved through ongoing communication with Sheriff Heldman. However, Mr. Masters stated there is still resistance among law enforcement to carry and distribute naloxone in Hancock County. Commissioner Baroudi explained this resistance may be due to law enforcement believing distribution of naloxone is not feasible in their day-to-day operations; however, the position of HPH is that naloxone distributed upon jail release would increase efficiency of the Harm Prevention Program and aid in more immediate prevention of overdoses.

3.4 Health Services – Shannon Chamberlin

Ms. Chamberlin summarized her prepared Board report, with focus on Children with Medical Handicaps (BCMh) program falling behind from 2018-2019 due to pandemic effect, first with direct contact home visits with patients/families, and second with significantly increased time for State approval process (without State approval, HPH cannot bill for BCMh services). Nursing team is currently brainstorming alternatives to BCMh direct programming.

Ms. Chamberlin announced the resignation of the HPH School Nurse, Tonya Tracy, effective 10/15/21. Because many schools are hiring their own on-staff RNs, the HPH School Nursing position is being reviewed before posting. For now, the other nursing staff will cover any school nursing contract needs.

Mr. Alge asked if Hand-foot-and-mouth (HFMD) disease was a reportable condition under Communicable Diseases. Ms. Chamberlin stated HFMD is not a reportable disease, but HPH becomes involved with any HFMD outbreaks. Mr. Masters announced there have been five HFMD outbreaks in the last month, primarily in day care centers, and Epidemiology staff have been working closely with day care/school staff, giving advisement for prevention. Mr. Masters stated when an outbreak occurs, HPH must perform an investigation and report to State. Mr. Masters defined/explained HFMD for the Board.

3.5 Help Me Grow (HMG) Program – Alexa Heacock

Ms. Heacock reported the HMG Program has been consistently receiving significant State support and increased community referrals. Revenue is still down due to change from direct home visits to virtual visits, but Ms. Heacock stated virtual visits not only prevent COVID but also all communicable disease spread (including Hand-foot-and-mouth disease). To adjust for virtual visits, HMG expanded the capacity of family participants from 100 to 110 families (with five families still on waiting list).

Ms. Heacock reviewed various community events in which she has participated or led, including an HMG presentation at No Wrong Door and leading a monthly support group for teen mothers through Findlay Digital Academy, all of which have resulted in many new HMG Program referrals and interest from community leaders.

Grant status was summarized by Ms. Heacock, taken from Board report, and Mr. Alge asked how grant monies are allocated when specifically for new types of programs/participants. Ms. Heacock answered there are specific guidelines stipulated with each grant on how to allocate funding. Discussion ensued among the Board, Ms. Heacock, and Commissioner Baroudi regarding choices for allocating grant fund with new types of programming.

3.6 Environmental Health (EH) Services – Lindsay Summit

Ms. Summit summarized her Board report, stating food inspections are still behind for 2021 due to variety of reasons: 1) One Registered Sanitarian (RS) currently on extended medical leave; 2) One RS recently resigned with position still not filled; 3) Focus of existing RS staff on Water and Sewage Programs, creating less time for food inspections. Ms. Summit stated hopefully the RS on medical leave will return in four weeks, which will help with food inspection completion.

Ms. Jones asked if food establishment staff are required to wear masks. Ms. Summit stated each food establishment currently can choose whether or not staff wear masks. Commissioner Baroudi stated masks were mandated last year among food establishment staff, but not this year.

Discussion ensued among Ms. Summit, Board members, and Commissioner Baroudi regarding national shortage of RS staff in Environmental Health Departments, the various reasons for said shortage, and current educational and background qualifications of an RS.

3.7 IT & Health Data Management Services – Craig Niece

No report. Mr. Niece was not present.

3.8 Health Commissioner Remarks – Karim Baroudi

COVID Update: Commissioner Baroudi summarized Hancock Co. COVID trends, as presented in the Board packet, and noted Hancock Co. COVID cases, hospitalizations, and deaths are all trending downward, with nearly half the Hancock Co. population being fully vaccinated. President Pasztor agreed that hospital numbers are decreasing, but BVH seems to have had a recent increase of transfer COVID patients from outside counties. Mr. Baroudi stated the Johns Hopkins forecast for Hancock County COVID trend is for a significant decline by the third week of November 2021.

President Pasztor asked if COVID trends are tied to schools opening; Commissioner Baroudi answered, although there appear to be typical COVID surges in September and October of 2020 and 2021, there does not seem to be a correlation with schools opening, and more of a correlation with household transmission among nonvaccinated individuals.

President Pasztor asked for clarification regarding waning immunity from initial vaccinations among the population. Commissioner Baroudi explained this could be possible, but from August to September 2021 breakthrough cases were cut in half after masks were recommended for vaccinated individuals. Mr. Baroudi stated he still believes being vaccinated is helpful, as data continues to demonstrate decreased hospitalizations and fatalities among vaccinated individuals. Ms. Jones, who has participated in contact tracing calls, opined that many breakthrough cases appear to be from individuals' behaviors – being inside in close contact, in larger groups, without masks.

President Pasztor asked for clarification regarding a CDC recommendation to avoid wearing cloth masks. Commissioner Baroudi reported there have been no significant studies showing that cloth masks are ineffective, but the CDC has recommended wearing formally manufactured masks as opposed to homemade cloth due to limited information about transmission rate among the multiple of homemade cloth variations.

Mr. Alge asked if Moderna has reduced its booster to a half dose. Commissioner Baroudi stated there is discussion about a Moderna half dose booster, however, currently there are no definitive studies suggesting that one vaccine brand outperforms another when studying breakthrough cases.

Commissioner Baroudi announced his participation in a conference call per invitation from University of Findlay, with global participants (including Japan), on 10/8/21. Business aspects of Public Health were discussed along with responses and challenges surrounding COVID issues. Mr. Baroudi stated there may be ongoing communication with this group involving the Board members in the future for best practice sharing. Commissioner Baroudi added that the Japanese participants were surprised that U.S. residents are resisting mask use, as in Japan the residents reportedly are collectively motivated (not mandated) to wear masks to prevent COVID spread.

School/COVID Update: Commissioner Baroudi initiated discussion regarding modified COVID quarantine requirements in Hancock Co. schools, specifically allowing exposed students back into the classroom, as long as those students are masked and asymptomatic. Due to tremendous pressure from parents and school boards, some other counties are allowing this modified quarantine (namely Henry, Putnam, and Seneca counties). Commissioner Baroudi stated Ohio Revised Code (ORC) does not allow the Board of Health to modify quarantine requirements, this can only be done by the State. Further, the Hancock County Prosecutor's office has advised Mr. Baroudi that HPH comply with ORC recommendations. Until the State gives solid guidance on allowance for modifying school quarantine regulations, Commissioner Baroudi announced to the Board he wishes to take the stance of following ORC law and not modify current school quarantine requirements. No opposition was voiced by the Board.

Health Assessment Survey: Commissioner Baroudi announced the finalization of the 16-page survey questionnaire, similar in length to previous years. The survey is scheduled for public distribution the week of 10/18/21 along with a press release. Board members will be immediately updated upon public release in the event members receive questions from Hancock Co. residents. Mr. Baroudi stated HPH is partnering with the Findlay-Hancock County Public Library, who will act as a nonbiased entity helping community members with the survey.

Strategic Planning: Commissioner Baroudi reported the many of the goals on the initial HPH strategic plan have been accomplished, however, due to the pandemic there are some remaining outstanding tasks/goals that need attention. Mr. Paul Worstell suggested to include the Board of Health input in refreshing/designing the strategic plan, seeking guidance from Board members about what they would like to see as the future of HPH. A three-hour session with the BOH and HPH Leadership is proposed to acquire Board input, then a formal plan will

be established. The cost for the new strategic plan will be \$3,000.00, and Mr. Baroudi hopes this fee will be covered by a Work Development State grant. Possible meeting dates were discussed, and the Board tentatively agreed on Thursday, December 9, 2021 from 8:300 a.m. through 12:00 noon, including a lunch. The survey will be sent to Board members prior to the meeting for review, and Mr. Baroudi stated he will send formal meeting invitations/notices.

State Audit: Commissioner Baroudi reported the State audit is going well. Ms. Summit stated the ending audit date is 11/9/21.

Mobile Health Clinic (MHC): Due to the recent COVID surge in Hancock County, Commissioner Baroudi chose to put a hold on all HPH MHC activities in the last two weeks. With the numbers trending downward, Mr. Baroudi hopes to begin engaging in controlled setting community activities soon. Mr. Alge asked if people or organizations are requesting MHC services. Commissioner Baroudi answered that he is concerned with pushing the MHC during a COVID surge, and further is afraid the MHC would become known as a health clinic only, ignoring all other potential available services. Mr. Baroudi stated he feels there is a need to demonstrate consistent messages to the public about everyone, including the Health Department, taking COVID restrictions and prevention seriously.

4.0 OLD/NEW BUSINESS

4.1 Personnel

Tony Tracy, RN, resigned from School Nursing serving County Schools, effective 10/15/21. Commissioner Baroudi reiterated Ms. Chamberlin's announcement earlier in the Board meeting that there will be a freeze on opening the HPH School Nurse position until reassessment of the position. Other HPH Nursing staff will fill in for any school nursing needs in the meantime.

4.2 Retirement

Eric Helms, Plumbing Inspector, communicated his intent to resign effective 11/30/21 and intent to rehire 12/1/21 due to OPERS considerations. Commissioner Baroudi reported that Mr. Helms stated he planned on working two-three more years for HPH in the Plumbing Inspector role. Mr. Baroudi further advised the Board it would be very difficult to replace Mr. Helms and stated if Mr. Helms were rehired it would give HPH time to plan on how to manage this program in the future. Further, the City of Findlay previously informed Mr. Baroudi that the Plumbing Program must be administrated by the Board of Health, and not a City entity.

President Pasztor requested motion to approve rehiring Eric Helms as the Plumbing Inspector for the Plumbing Program at Hancock Public Health, effective rehire date 12/1/21.

Mr. Alge moved to approve rehiring Eric Helms, at his current rate of \$28.81/hour for the next two (2) years, as Plumbing Inspector, per administration's proposal. Seconded by Ms. Jones. **Motion carried 5-0.**

4.3 Strategic Planning 2022-2024 Sessions

Commissioner Baroudi stated strategic planning was discussed under current 10/15/21 Board Minutes, Section 3.8, Health Commissioner Remarks, Page 7, Paragraph 8.

5.0 EXECUTIVE SESSION

5.1 2022 Pay Scale Cost of Living Adjustments' Proposal/2022 Personnel Pay

Commissioner Baroudi requested the Board to move into executive session to discuss staff compensation. President Pasztor requested motion for the Board of Health to retreat into executive session.

Ms. Spors moved for the Board to recess into executive session at 9:27 a.m. for discussion regarding Hancock Public Health personnel compensation. Seconded by Ms. Jones.

Ms. Summit called the roll call vote:

Roll Call: Ms. Pasztor (BJ): <u>YES</u>	Ms. Spors (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>EXCUSED ABSENCE</u>
Dr. Lindamood: <u>EXCUSED ABSENCE</u>	

At 9:45 a.m., Ms. Jones motioned to move the meeting out of executive session. Seconded by Ms. Spors. Motion carried 5-0.

Following a discussion at Executive Session, Mr. Alge motioned the Board of Health to approve a 5% cost of living (COL) adjustment to the current "2021 Position PayScale" beginning with the first full pay period in January 2022. Additionally, the Board would approve an Administration's proposal to move all staff to their next step pay at the first Pay period in January 2022.

Seconded by Ms. Jones. **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, 11/19/21, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

8.0 ADJOURNMENT

President Pasztor requested motion for adjournment of the 10/15/21 Board of Health meeting.

Mr. Alge motioned the Board of Health to adjourn the regular meeting of 10/15/21 at 9:52 a.m.

Seconded by Ms. Moody-Russo. **Motion carried 5-0.**



Barbara J. Pasztor, RN, MSN Board President



Karim Baroudi, MPH, Board Secretary