



# Hancock Public Health

## Board of Health

### Regular Meeting Minutes

July 19<sup>th</sup>, 2019 at 7:30AM



#### **Member Attendance:**

- X Nancy Moody-Russo, RN, JD (President)
- X William Alge, Esq. – via phone conference
- X Karen Jones, MSN, RN
- X Michael Lindamood, M.D.
- X Larry Lovell
- X Robin Spoons
- X Barbara J. Pasztor, MSN, RN
  
- A Karim Baroudi, MPH, Health Commissioner
- X Nathaniel Ratnasamy, M.D., Medical Director

#### **Staff:**

- X Lindsay Summit, EH Director, Deputy Commissioner
- X Alexa Heacock, Interim Nursing Director
- X Craig Niese, IT/Data Manager
- X Chad Masters, Health P&P Director

## **1.0 CONVENTION**

### **1.1 Call to Order**

Board President Moody-Russo called the July 2019 regular meeting to order at 7:31 a.m.

### **1.2 Guests**

Assistant Health Commissioner Summit announced the arrival of two guests: 1) Kayla DeMuth, Public Health Educator, and 2) Craig Krajeski, Registered Sanitarian, newly hired, Monday 7/15/19.

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

### **2.1 Approval of Agenda Items**

President Moody-Russo requested motion to approve the 7/19/19 meeting agenda as presented in the Board packet of information distributed earlier in the week.

**Ms. Spoons moved to approve the Agenda of the July 19, 2019, Regular Board of Health meeting.** Seconded by Ms. Jones. **Motion carried 7-0.**

### **2.2 Approval of June 21<sup>st</sup>, 2019, Board Meeting Minutes**

President Moody-Russo noted that the minutes from the 6/21/19 meeting were attached to the Board packet and asked for changes based on Board members' review. President Moody-Russo requested motion to approve the June 2019 minutes.

**Ms. Pasztor moved to approve the minutes of the June 21, 2019, Board of Health meeting as transcribed.** Seconded by Ms. Spoons. **Motion carried 7-0.**

### **2.3 Approval of July 2019 Bill Schedule**

President Moody-Russo requested motion to approve the bill schedule as presented in the Board packet.

**Dr. Lindamood moved to approve the bill schedule for July 2019.** Seconded by Ms. Jones.  
**Motion carried 7-0.**

### **2.4 Approval of Annual Appropriation Resolution Increase to the following fund:**

#### **2.4.1 8008 \$1,200.00 (Medication Safety Grant awarded)**

President Moody-Russo requested motion for approval of an increase to the annual appropriation resolution for fiscal year ending 12/31/19.

**Ms. Spors moved to approve the Annual Appropriation Resolution Increase, as detailed.**  
Seconded by Mr. Lovell. **Motion carried 7-0.**

### **2.5 Approval of Estimated 2020 Revenue for the following grants:**

#### **2.5.1 \$78,000.00 2020 PHEP Grant Awarded**

#### **2.5.2 \$127,000.00 Injury Prevention Program Grant Awarded**

#### **2.5.3 \$50,000.00 Immunization Action Plan Grant Awarded**

Assistant Health Commissioner Summit explained that the above three grants are expected by 2020, the paperwork has been completed, and this meeting item is for the purpose of having the Board recognize the grant completion/awaiting award. President Moody-Russo requested motion for approval of estimated 2020 revenue from grant items 2.5.1, 2.5.2, and 2.5.3.

**Dr. Lindamood moved to approve the Estimated 2020 Revenue, as detailed.** Seconded by Ms. Jones. **Motion carried 7-0.**

### **2.6 Approval of New LaRiche Toyota Lease for Two Vehicles**

Ms. Summit detailed that the current lease for two vehicles through Toyota-Chevrolet will expire at the end of July, 2019. The lender through Toyota-Chevrolet will no longer accept leases for government entities, hence the establishment of a new lease for two vehicles through LaRiche Toyota, which will as a positive change include vehicular service at \$245.00/month/vehicle. President Moody-Russo requested motion for approval.

**Mr. Lovell moved to approve the New Vehicle Contract Lease, as detailed.** Seconded by Dr. Lindamood. **Motion carried 7-0.**

## **3.0 SPECIAL REPORT**

### **3.1 HPH Health Education Initiatives & Updates: Kayla DeMuth**

Kayla DeMuth, Public Health Educator, offered slide and verbal presentation regarding the duties of a community health worker (as she is now certified) and HPH programs in which she is involved. Ms. DeMuth detailed past and present grants she has completed or to which she is currently applying, including Over-the-Counter Medicine Safety, Lead Grant, HIPS (Hidden in

Plain Sight), Crisis Funding – Start Talking Program and Naloxone Distribution, and Prevent T2 (Community Foundation diabetic type 2 prevention awareness). Ms. DeMuth is also actively involved in the American Heart Association Executive Leadership Team; Safe Kids Coalition (car seat checks); Camp 911, Camp Move It through the YMCA, Summer Lunch physical activity program, various health fairs, Be Healthy Coalition, Community Health Assessment/Initiative Planning, and a county-wide health educator group. Ms. DeMuth is also still involved with the tobacco cessation and crib safety program for caregivers in need.

## **4.0 STAFF REPORTS**

### **4.1 Medical Director**

Dr. Ratnasamy disclosed one case of measles in Stark County. No other measles cases reported. Dr. Lindamood asked if there has been an increase in tick-borne illness in Hancock County; Dr. Ratnasamy stated that he has had no personal referrals of this nature.

### **4.2 Financial Report**

Assistant Health Commissioner Summit referred to financial report spreadsheet provided in the Board packet. Ms. Summit explained that overall the HPH budget is at a near 50/50 balance for the half-way point of the year, with 63% of projected revenue being collected to date and expenditure at 54%. Ms. Summit stated the HPH budget is on target as projected.

### **4.3 Health Planning & Promotion Services**

Mr. Masters discussed that his team has reached out to Kiwanis and submitted application for a \$4000.00 crib grant recently, as currently there is no funding in that area. A grant is also being pursued through Hancock Wood for car seats.

Mr. Masters and his team met with Blanchard Valley Hospital to discuss potential for funding through the Hospital Foundation for infant carriers. BVH agreed to purchase a percentage of infant carriers. Additionally, BVH staff gave positive feedback about the car seat program and HPH staff implementation. Ms. DeMuth reported a 70% car seat misuse rate at the hospital currently, which gives credence to support a car seat education program. Mr. Masters explained that Blanchard Valley Hospital is interested in having one of their staff trained in car seat education so that there would be coverage for the car seat program during off hours/weekends.

The Creating Healthy Communities grant (\$100,000 per year for five years) was discussed, which would be a new opportunity for funding with a focus on Findlay, Arlington and McComb public health initiatives, including but not limited to bike trails and healthy food access.

Mr. Masters identified updates regarding the ODH reportable disease list. On 8/1/19 *Candida Auris* will be added as a reportable disease, which is a multi-drug resistant bacteria strain. Other updates will be given to Hancock County providers on reportable diseases once all adjustments are finalized.

#### **4.4 Personal Health Services**

Ms. Heacock, Interim Nursing Supervisor, reported on various nursing issues. BCMH continues to grow. A change in rule on July will allow BCMH program expansion, as nurse practitioners can now refer for service in addition to physicians.

School nursing classes are full, with at least 20 people enrolled in each class. Both HPH school nurses are scheduled to resume work at the end of August 2019.

Help Me Grow numbers are increasing. Currently 56 families are being served. HPH is considering increasing Help Me Grow program capacity.

HPH is slightly behind on immunizations for June, but it is expected to be a larger influx of vaccines administered in preparation for school start dates.

There was a hepatitis A clinic recently at the City Mission, with a large increase in vaccines since the last hep. A clinic at same location. HPH is scheduled to have additional outreach hep. A clinic at Focus on Friends. HPH is also attempting to work with the jail for a hep. A clinic; however, there has been less progress with finding supportive contacts for that relationship building, possibly mainly due to limited jail staff to escort patients to the vaccine clinics.

#### **4.5 Environmental Health Services**

Ms. Summit introduced Craig Krajewski, the new Registered Sanitarian. Ms. Summit reported that Environmental Services has been trending lower than normal due to time spent in other programs during this season: Mosquito grant, increased nuisance reports and increased animal bites. A slide was offered detailing mosquito grant activity, including comparison data which demonstrated that larviciding is having a positive impact on mosquito control. The Mayor's office has approached HPH to conduct adulticiding (spraying) in the entire city of Findlay, and Ms. Summit is currently preparing cost proposal.

Ms. Summit announced that Ohio Department of Health would be conducting a first-time audit on the septic program on 7/29/19 and 7/30/19. The Board will be updated with septic audit results when final report is returned by the State.

#### **4.6 IT/Data Systems Services**

Mr. Niese stated that work is still progressing in the new building, continually ahead of schedule. Moving dates continue to be set for 9/12/19 and 9/13/19, when HPH will close for physical moving, and possibly 9/16/19 if needed. Two different moving companies had been considered, one out of Columbus, one a local moving company. The local moving company was much less expensive, however, needs a little more time for moving (two days, possibly into third day). Because there is a such a price difference (\$10,000 less), however, HPH has decided to go with the local moving company. Ms. Summit stated that the University of Findlay has reached out to HPH for a student community service project, wherein university students will be helping to box some of the physical files to expedite work for the moving company in mid-August 2019.

#### **4.7 Health Commissioner/Legislative Updates**

Assistant Health Commissioner Summit reported that Commissioner Baroudi has been coordinating with Philip Welch, Ph.D., MCHES, from BGSU, to implement a Bachelor of Science in Public Health, which would prepare students to be active sanitarians as they graduate. Further, Mr. Baroudi has been discussing the shortage of healthcare workers with Laurie Zydonik, Executive Director of Raise the Bar in Hancock County, which is a concern coming from the CHIP meetings; collaboration focus will be increasing awareness in the community of this healthcare staff shortage.

Ms. Summit reported that she, Mr. Masters, Mr. Baroudi, and Ms. Pruitt attended the Rotary Meeting on 7/8/19, location of the ONU mobile health clinic. There was a presentation on the mobile health clinic for Rotary members and opportunity for members to ask questions. Mr. Masters reported that Rotary seems committed to seeking out sponsors for HIPS in Hancock County.

Mr. Baroudi met with the Community Foundation on 7/11/19 to seek out funding opportunities for purchasing furniture and other items for the new building. Updates will be provided as final decisions are made.

The performance management tool will be presented quarterly now. VMSG will no longer be used due to lack of user friendliness and increased cost. A spreadsheet was presented to the Board detailing performance measures. The new software program to be utilized, Clear Impact, is in place; HPH is now waiting to receive training and confirmed timelines for use.

### **5.0 BOARD REPORTS**

#### **5.1 President**

See Section 4.7 above.

#### **5.2 Board Committees**

No report on this date.

### **6.0 OLD/NEW BUSINESS**

#### **6.1 Personnel**

See section 4.5 above.

#### **6.2 Facility Update: Financing Proposals**

Assistant Health Commissioner Summit stated that Mr. Alge, President Moody-Russo, Commissioner Baroudi, and Findlay Attorney Mr. Kuenzli, have met to review new facility commitment letter, however, no detailed information has been revealed since that time. Mr. Baroudi will give a detailed update at the August Board meeting.

**7.0 NEXT MEETING**

**7.1 Friday, August 16, 2019 @ 7:30 a.m., Hancock Public Health Office at 7748 Co. Road 140.**

**8.0 ADJOURNMENT**

**First: Ms. Jones, and Second: Dr. Lindamood. TIME: 8:28 a.m.**



**Nancy Moody-Russo, RN – Board President**



**Karim Baroudi, MPH – Board Secretary**

