



# Hancock Public Health

## Board of Health

### Regular Meeting Agenda

October 18<sup>th</sup>, 2019 at 7:30AM



#### **Member Attendance:**

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

#### **Staff:**

- X Lindsay Summit, EH Director
- X Shannon Chamberlin, 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 October 2019 regular meeting to order at 7:32 a.m.

### **1.2 Commissioner Welcome, Introductions, and Announcements**

Commissioner Baroudi welcomed the Board to the new facility and announced that there are no guests attending today's meeting.

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

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

President Moody-Russo requested motion to approve the 10/18/19 meeting agenda as presented in the Board packet of information distributed earlier in the week.

**Ms. Spors moved to approve the Agenda of the October 18<sup>th</sup>, 2019, Regular Board of Health meeting.** Seconded by Mr. Alge. **Motion carried 5-0.**

### **2.2 Approval of September 20<sup>th</sup>, 2019, Board Meeting Minutes**

President Moody-Russo noted that the minutes from the September 20, 2019, meeting were attached to the Board packet and asked for changes based on Board members' review. Mr. Alge pointed to a typo on the last page under the "Next Meeting" heading where the date should be 10/18 instead of the 10/15 transcribed.

**Ms. Spors moved to approve the minutes of the September 20<sup>th</sup>, 2019, Board of Health meeting as transcribed with the changes as discussed by Mr. Alge.** Seconded by Ms. Jones. **Motion carried 5-0.**

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

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

**Ms. Spors moved to approve the bill schedule for September 2019.** Seconded by Ms. Pasztor. **Motion carried 5-0.**

**2.4 Approval of Increase to Annual Appropriation Resolution for fiscal year ending 12/31/19 to the following fund:**

- 2.4.1 00805 **\$2,184.00** Safe Kids Project (Supplies)
- 2.4.2 08051 **\$20,715.00** Private Water (EH Salaries)
- 2.4.3 08026 **\$14,725.00** Food (EH Salaries)
- 2.4.4 08219 **\$35,415.00** Sewage (EH Salaries)

President Moody-Russo requested motion for approval of the increase to the annual appropriation resolution.

**Ms. Pasztor moved to approve the Increase to the Annual Appropriation Resolution, as detailed in 2.4.1 thru 2.4.4. Seconded by Ms. Jones. Motion carried 5-0.**

**2.5 First Reading, 2020 Environmental Health Fees**

Commissioner Baroudi asked the Environmental Health Director, Ms. Summit, to read the proposed 2020 Environmental Health fees (Food Service and Food Establishment Operations, Public Swimming Pools/Spas/Special Use Pools, Tatto/Body Art Facilities, and Facilities Selling Tobacco and Alternative Vaping Products). Ms. Summit proceeded to discuss with the Board the cost analysis and how those came about and laid out a timeline for when it will be effective following the three (3) readings and a public hearing.

Mr. Alge asked about the new monitoring requirements with Tobacco 21 taking effect on 10/17/19 and also how the State would be responding. Ms. Summit answered that Hancock Public Health would continue to conduct compliance inspections with support from local Police and Sheriff Department staff and an anonymous operative. Vendors not in compliance with Tobacco 21 will incur a fine and be given education about the new law during a public hearing held at HPH but will not be taken to Court. Commissioner Baroudi added that the State is expected to provide supplemental revenue to Tobacco Compliance Programs, however, currently it is unknown whether that revenue will be directed toward HPH itself or law enforcement agencies.

President Moody-Russo asked for clarification regarding the Backflow Program. Commissioner Baroudi reported that there needs to be more regular communication between the City of Findlay Water Department and HPH about the specifics of the City taking over Backflow completely; there are still some gray areas and the transfer of this program to the City is an ongoing process.

President Moody-Russo requested motion for approval of the First Reading of the 2020 Environmental Health Fees.

**Mr. Alge moved to approve the First Reading of the 2020 Environmental Health Fees, as detailed. Seconded by Ms. Spoons. Motion carried 5-0.**

**2.6 First Reading, BOH Resolution 2019-01: Sale of Tobacco/Alternative Products to Under 21.**

Mr. Alge noted correction on page 2 of First Reading Summary, Proof of Age, from 18-year-olds to 21-year-olds. President Moody-Russo noted correction on page 2, missing item H in list (list currently reads F, G, I). Discussion ensued about omitting the word "minor" in the Resolution to

“person under age 21” to avoid confusion throughout the report. Ms. Summit stated she would make corrections/changes. Mr. Alge asked if there should be more specific Corrective Action Plan suggestions specified on page 6 for violations. Commissioner Baroudi stated that he would prefer the Corrective Action Plan to be more open ended to allow for feedback in the correction process. Ms. Moody-Russo noted on page 2 (section J) that the numbers are not in chronological order. Ms. Summit stated this was copied from State guidelines, thus will confirm this potential error with the State. Commissioner Baroudi stated all corrections will be made and brought to the next Board meeting for second reading.

President Moody-Russo requested motion for approval of the First Reading of the BOH Resolution 2019-01.

**Ms. Jones moved to approve the First Reading of the BOH Resolution 2019-01, as detailed. Seconded by Ms. Spoor. Motion carried 5-0.**

### **3.0 STAFF REPORTS**

#### **3.1 Medical Director**

Dr. Ratnasamy stated as of two weeks ago there have been no new measles cases on record. There have been two vaping incidents among roommates who used contraband marijuana product that may have been laced with cyanide, which could explain some of the lung injury reports. Flu shots are readily available and ongoing. Mr. Alge asked which facilities offer “free” flu shots. Ms. Chamberlin stated she believes insurance is still checked even at facilities which offer “free” shots. Mr. Alge stated he knows of one doctor’s office reporting they do not have flu shots available; Dr. Ratnasamy and Ms. Chamberlin explained some offices may have run out of the high dose vaccine. Ms. Chamberlin stated HPH will not turn away children for flu vaccine. For indigent adults, the State allows a certain number of free flu shots, but not unlimited. Mr. Alge asked for clarification about live/non-live flu vaccines; Dr. Ratnasamy stated live vaccines were taken off last year but are back on this year. Ms. Chamberlin stated that live was not ordered this year at HPH due to being taken off last year. Mr. Alge asked which facilities would use live vaccines? Ms. Chamberlin stated that many people want their children to have live due to not wanting to deal with shots.

#### **3.2 Financial Report**

Commissioner Baroudi referred to documents in the Board packet. Commissioner Baroudi stated third quarter predictions show much higher expenses, mainly due to new building costs. As clinics are getting busier, hopefully revenue will make up for costs. Ms. Jones inquired about the drive behind the increased expenses in the last quarter; Mr. Baroudi answered that many purchase orders are prepared in advance during the fourth quarter due to MUNIS payment system being unavailable around the new year for maintenance. President Moody-Russo asked if there were any other finance questions from the Board; no questions were voiced.

#### **3.3 Health Planning & Promotion Services**

Epidemiologist Update: Mr. Masters reported that the epidemiologist position is being offered. Accreditation Update: Review committee will convene 3/17/20. Mr. Masters hopes to have all final revisions complete by the end of January 2020.

Opioid Event, Cedar Creek: Well attended. Visitors were able to go through the HIPS trailer. Naloxone question/answer session was held at end of event for public and survivor testimonials

shared. Mr. Alge asked how the Sheriff feels about naloxone; Mr. Masters answered that the Sheriff is in full support of the naloxone program and in fact has naloxone on board at the jail in a referral program. Also, Mr. Masters and Ms. Pruitt will be educating Sheriff Deputies soon on naloxone application, as Deputies will be carrying naloxone in the field for use. Mr. Masters expects the Police Dept. to come on board for naloxone training in following with the Sheriff's Department support. Commissioner Baroudi suggested it would be beneficial to involve Hancock Co. Judges in naloxone education and also to develop PR plan with unified message regarding naloxone for the public and media.

Ms. Chamberlin asked if HPH staff could be placed in the jail system for education/assistance with naloxone program; Mr. Masters stated this is a great idea in theory, however, there are time/scheduling constraints as people are released from jail at all hours of the day/night. Mr. Masters noted that Gary Bright, Krista Pruitt's harm reduction replacement, will begin at HPH on 10/28/19.

### **3.4 Personal Health Services**

Ms. Chamberlin reported on an awarded grant through Community Markets/Great Scot for the Help Me Grow families' Thanksgiving dinner support. Ms. Heacock and Ms. Chamberlin are currently working on a grant for safety of children due 11/30/19; this grant will cover staff time and the purchase of any supplies related to child safety.

Communicable Disease Update: Ms. Chamberlin is going to be getting in touch with Lt. Kidwell close to the new year (2020) to discuss providing hepatitis A vaccines in the jail. Ms. Chamberlin suggested it might be efficacious to provide naloxone education simultaneously to jail staff.

Ms. Chamberlin discussed staff attendance at the No Wrong Door program in-service, which provides a listing of community resources and contacts. Great improvements have been made to this program secondary to grant money consisting of a website for easier and more global access called "hancockhelps.org." Eventually this site will be available as a phone app, as well.

Ms. Chamberlin announced the loss of Shauna Doolittle from the BCMH Program. One internal and two external candidates have been interviewed, and decision will be made soon.

Mr. Alge asked about 501 c (3) status related to Help Me Grow program. Ms. Chamberlin explained that in order to be granted 501 c (3) status, a nonprofit agency must have its own board. There are great benefits to 501 c (3) status, with many more funding and grant opportunities available not only to Help Me Grow but all public health service areas. Commissioner Baroudi reported HPH is seeking 501 c (3) status, which will involve a special appointed board/foundation requirement.

### **3.5 Environmental Health Services**

Ms. Summit gave update on third quarter trends, explaining Environmental Services is trending higher in some programs, creating delays in getting food facility inspections completed. She is keeping close track of food inspections; however, focus has been on the Operation and Maintenance Septic program which is going much more smoothly now. Change of EH staff and other recent scheduling complications are main reasons for delayed programming.

### **3.6 IT/Data Systems Services**

Mr. Niese described a few new building IT projects, including a television purchase for the HPH Board room, new display monitor/s for the main lobby, and the purchase of a new server (the latter supported by donation from The Community Foundation). The new server will minimize downtime from any malfunctions with the existing three-year-old server. Mr. Niese has also been working with the new Hancock County Courthouse IT Director to improve efficiency of our shared financial management system (MUNIS). Mr. Niese reported on the status of branding for the new building with use of funds from The Community Foundation (i.e., HPH logo rugs and signs for main entrance doors). Mr. Niese is also working with vendors on new signage for main lobby and individual offices/rooms.

### **3.7 Health Commissioner/Legislative Updates**

President Moody-Russo asked for the status of Larry Lovell's Board seat replacement. Commissioner Baroudi reported there have been several licensing-involved professionals contacted, with one response from septic specialist, Randy Boes. Mr. Alge asked if there should be concern that no food service operator have shown interest; Commissioner Baroudi stated the nature of food service business may not allow for regular commitment required for a Board position. Replacement of Mr. Lovell's seat will be further discussed at the special District Advisory Council meeting on 11/6/19.

Commissioner Baroudi noted a change in date from the original new building open house date of 11/7/19 due to scheduling conflicts for the Chamber of Commerce. The new open house date is scheduled for Thursday, 11/14/19. Invitations are currently being prepared. The open house will last throughout the afternoon and include tours for interested visitors.

Mobile Health Clinic: The mobile health clinic group will be meeting in the next couple weeks, Thursday 10/31/19, 10:30 a.m. BVHS President/CEO Scott Malaney will be attending.

Legislative Updates: There were ten bills to review this month, all having to do with gun use/violence. Commissioner Baroudi stated that there was much contention among public health leaders surrounding this topic. More statistics are needed before public health can be fully involved. Mr. Baroudi will give more detailed updates at future meetings.

Public Affairs: Commissioner Baroudi informed the Board of a rally/candlelight vigil occurring at the Hancock Co. Courthouse scheduled for the upcoming weekend, initiated by the group Ohio Advocates for Medical Freedom. Mr. Baroudi reported that state advocates have reported anti-vaccination groups increasingly targeting smaller communities. HPH plans on making counter measure through letter to editor. These anti-vax groups are further equating child abuse with vaccinations and are handing out paper propaganda promoting such. Commissioner Baroudi reported that the Ohio Advocates for Medical Freedom group and others like it are espousing the pinwheel logo, which represents child abuse prevention awareness. Discussion ensued among the Board members and staff regarding anecdotes of various anti-vax supports, groups, and their activities.

Performance Management Measurement: Ohio Department of Health sent a contract on 10/7/19, with Commissioner signing and sending back immediately doe use of two licenses of

the state's performance management system. HPH is awaiting the state's response anxiously, as use of the information provided by this system is necessary for PHAB.

Commissioner Baroudi announced the copy of the Health Improvement Plan included in the Board packet, released 10/9/19.

Commissioner Baroudi reported on Item 5 PHAB deficiency and offered 2 CEUs on that item during the BOH meeting today, 10/18/19. The deficiency was identified as lack of specific documentation on the Board's views regarding their responsibilities as a group.

#### 4.0 OLD/NEW BUSINESS

##### 4.1 Personnel

Commissioner Baroudi reported that with regrets he accepted the resignations of Shauna Doolittle, RN (BCMh Nurse) and Christine Carrigan (Fiscal Officer). Both resignations will be effective on 10/23/2019.

Gary Bright, LSW, hired as the Injury Prevention Coordinator. Effective 10/28/2019.

##### 4.2 Facility Update

See Section 3.6, IT/Data Systems Services report.

##### 4.3 Mobile Health Clinic

##### 4.4

See Section 3.7, Health Commissioner Updates

#### 5.0 CONTINUING EDUCATION

Local Board of Health: A Creature of Statutes- Roles & Responsibilities, Primer by Commissioner Baroudi. A power point presentation was presented to the Board as it pertains to the previously described continuing education topic.

#### 6.0 NEXT MEETING

Friday, November 15, 2019 @ 7:30 a.m., Hancock Public Health Office, 2225 Keith Pkwy, Findlay.

#### 7.0 ADJOURNMENT

President Moody-Russo asked if there are any business that will need to go in front of the Board before adjournment; there was none.

**Ms. Spoons motioned to adjourn the Board of Health meeting at 9:31 am.** Seconded by Ms. Jones.

**Motion carried 5-0.**



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Moody-Russo, RN, Board President



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Karim Baroudi, MPH, Board Secretary