



# Hancock Public Health

## Board of Health

### Regular Meeting Agenda

November 15<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
- X Michael Lindamood, M.D.
- A Larry Lovell (Resigned Status)
- X Robin Spoons
- 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 November 2019 regular meeting to order at 7:31 a.m.

### **1.2 Guests**

Commissioner Baroudi announced the arrival of three guests: 1) Aline Kamatali, a postgraduate student in the ONU BSN Program, graduating 2020; 2) Gary Bright, LSW, newly hired HPH Injury Prevention Coordinator; and 3) Kurt Schroeder, RS, Environmental Services Supervisor, in attendance to present a special report to the Board.

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

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

President Moody-Russo requested motion to approve the 11/15/19 meeting agenda as presented in the Board packet of information distributed earlier in the week.

**Dr. Lindamood moved to approve the Agenda of the November 15<sup>th</sup>, 2019, Regular Board of Health meeting.** Seconded by Ms. Jones. **Motion carried 6-0.**

### **2.2 Approval of October 18<sup>th</sup>, 2019, Board Meeting Minutes**

President Moody-Russo requested motion to approve the October 18, 2019 minutes.

**Ms. Spoons moved to approve the minutes of the October 18<sup>th</sup>, 2019, Board of Health meeting as transcribed.** Seconded by Ms. Jones. **Motion carried 6-0.**

**2.3 Approval of November 2019 Bill Schedule**

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

**Ms. Pasztor moved to approve the bill schedule for November 2019.** Seconded by Mr. Alge.  
**Motion carried 6-0.**

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

- 2.4.1 00821 \$35,000.00 Safe Communities Grant
- 2.4.2 08822 \$36,500.00 Integrated Naloxone Grant
- 2.4.3 08821 \$39,735.77 PHEP Grant FY'20 Project 22104
- 2.4.4 08226 \$8,234.55 Drug Overdose Prevention Grant Project 22604

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

**Dr. Lindamood moved to approve the Annual Appropriation Resolution Increase, as detailed.** Seconded by Mr. Alge. **Motion carried 6-0.**

**2.5 Approval of Decrease to Annual Appropriation Resolution for fiscal year ending 12/31/19:**

- 2.5.1 8008 \$6,663.18 (Notes Building Principal=\$3,010.48 + Note Building Interest \$3,652.70)

Commissioner Baroudi requested that the Board recognize this decrease due to monthly new building payment. President Moody-Russo requested motion for approval of the annual appropriation resolution decrease.

**Ms. Spors moved to approve the Annual Appropriation Resolution Decrease, as detailed.** Seconded by Ms. Jones. **Motion carried 6-0.**

**2.6 Approval of Cash Advance from Fund 8008 to Fund 8226 (Drug Overdose Prevention):**

- 2.6.1 8226 \$10,000.00 Drug Overdose Prevention Grant Project 22604

Commissioner Baroudi explained that most grants are now deliverable based, thus money must be advanced for supplies before year end. Ms. Jones asked if HPH would receive the total \$10,000 back for this grant; Mr. Baroudi answered yes, grant reimbursement will be installed quarterly and based on deliverables. President Moody-Russo requested motion for approval of the cash advance to Fund 8226.

**Ms. Jones moved to approve the Cash Advance, as detailed.** Seconded by Dr. Lindamood.  
**Motion carried 6-0.**

**2.7 Approval of New LaRiche Toyota Car Lease, in amount of \$245.00/month, to replace current expiring lease of agency car used by Environmental Health staff. President Moody-Russo requested motion to approve new car lease.**

**Dr. Lindamood moved to approve the new LaRiche Toyota Car Lease, as detailed.** Seconded by Mr. Alge. **Motion carried 6-0.**

## **2.8 Approval of Second Reading 2020 Environmental Health Fees.**

Ms. Summit explained that there have been no changes to the First Reading from 10/18/19, only a change in format presentation. Commissioner Baroudi requested motion to approve the Second Reading of 2020 Environmental Health Fees.

**Ms. Spoor moved to approve the Second Reading Environmental Health Fees, as detailed.**

Seconded by Mr. Alge. **Motion carried 6-0.**

## **2.9 Approval of Second Reading BOH Resolution 2019-01: Sale of Tobacco, Alternative Nicotine Products, and Vaping Products to youth under 21.**

Commissioner Baroudi explained that revisions were have been completed based on board member recommendations on 10/18/19. Ms. Summit clarified proof of age section was taken from Ohio Revised Code. New wording is 21 years of age or older, with the term “minor” being eliminated completely from the reading. Corrections were also made to transposed Ohio Revised Code information from the First Reading. President Moody-Russo requested motion to approve Second Reading of BOH Resolution.

**Dr. Lindamood moved to approve the Second Reading BOH Resolution, as detailed.**

Seconded by Ms. Spoor. **Motion carried 6-0.**

## **3.0 SPECIAL REPORT**

### **3.1 Food Safety Compliance and Animal Bites Annual Reports**

Commissioner Baroudi introduced Kurt Schroeder, RS, as guest speaker. Mr. Schroeder presented statistical analysis and other information regarding the Food Safety Compliance and Animal Bite Programs to the Board in paper hand-out format and graph presentation. Mr. Alge inquired about the most common animals included in bite reports; Mr. Schroeder answered that dogs comprise 80% of animal bite reports at HPH; other animal bites include cats, bats (if a bat was reported as being present in a home but no verified bite, it still must be formally reported and the bat tested). Mr. Schroeder stated that he believes there has been an increase in bite reports due to greater awareness/compliance with doctor and veterinarian reporting to HPH. Mr. Alge asked if any dog bite occurrences were on restaurant patios; Mr. Schroeder stated that there have been no animal bite reports from restaurants to date, due to a change in State Law allowing dogs on Restaurants’ patios.

Mr. Schroeder further defined and summarized statistics related to critical vs. noncritical food violations. EH collects statistics on most common violations and shares this information with HPH licensed facilities for increased education in food service practices. Trends in food violations have decreased. Mr. Schroeder explained that there are several factors related to decrease in violations, including improvement in education of food facility owners and their

staff through food safety classes offered by HPH and one-on-one opportunities for education during inspections with experienced sanitarians. Another reason for decreased food violations could also be an increase in public health education and outreach.

## **4.0 STAFF REPORTS**

### **4.1 Medical Director**

Dr. Ratnasamy stated that flu season was non-incidental. There was a report placed by the CDC recently regarding adverse childhood experiences and the direct impact on chronic illnesses, mental health, and causes of death/suicide. Dr. Ratnasamy opined that this is a crucial issue due to the impact on future generations, and it is an issue gaining more media attention (referenced an article in the 11/15/19 local newspaper on suicide awareness).

### **4.2 Financial Report**

Commissioner Baroudi presented 2019 HPH revenue trends in the Board packet and slide format. As of October 2019, HPH was close to balancing expenses/revenue for the year. Leadership is scrutinizing the budget, hoping to end the year in the black again. Budget for 2020 will be presented in the December meeting for Board approval.

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

Accreditation Update from Mr. Masters: The accreditation team meeting occurred 11/14/19. Several accreditation domains were discussed. One of the requests of the accreditation reviewers was to provide more details about food and animal bite trends, hence Mr. Schroeder's presentation to the Board 11/15/19 (see above Special Report). Also discussed during the accreditation meeting was Domain 7, Access to Care, which was addressed by Ms. Chamberlin. Target date to have all accreditation documents prepared is 1/16/20, which is 6 weeks prior to the review meeting in March 2020.

Vaping Update: Mr. Masters led discussion regarding question of whether home-brewed vaping products with added chemicals to cartridges are causing more of the health issues. There are 52 cases in Ohio of people who have had health impacts from vaping, but not all of these are confirmed as direct relationship to vaping. Advisement is being given to vap product users is to purchase from brand-name companies rather than seemingly under-the-table organizations.

Mr. Masters announced the Creating Healthy Communities Grant was not received through Ohio Department of Health. Mr. Masters asked for feedback from ODH and also reached out to the University of Findlay grant manager regarding recommended grant writing changes. The U of F grant manager will be regularly consulting with HPH on taking a more directive approach to secure grant funds during the application process.

### **4.4 Personal Health Services**

BCMh Update: Ms. Chamberlin explained that there would be a jump in claims paid next month for BCMh due to her not having full access to that billing system currently.

School Immunization Compliance: Ms. Chamberlin advised that the best method of viewing immunization compliance is to view results directly from the ODH website.

Help Me Grow Updates: Reimbursement for Help Me Grow position is increasing from 13.50 to 19.30 for 15-minute increment, thus it is expected that this will help improve revenue maintenance for this program. The open position in Help Me Grow is being filled by a licensed social worker rather than an RN, which will create a more comprehensive approach considering involvement with Child Protective Services.

Communicable Disease: Ms. Chamberlin reported that STD referral rate is significantly higher due to better statistical tracking system as opposed to estimations by staff.

Immunization Update: Ms. Chamberlin explained the difficulty with differentiating trends for flu vaccinations versus other vaccinations, as these two reporting categories are entered together in the HDIS system currently, mainly for the purpose of streamlining the billing process; however, it makes it difficult to report separate statistics on flu versus other vaccines.

Mr. Alge inquired about the anti-vax movement. Ms. Chamberlin answered that the anti-vax movement has always been present, however recently is gaining publicity. Ms. Chamberlin expressed she does not feel the anti-vax publicity is having a significant affect on vaccination rates in Hancock County.

Ms. Jones asked if the rate of vaccinations is being tracked in foster children. Ms. Chamberlin stated that the foster system requests HPH records often, but unsure if statistics are being formally tracked. Mr. Alge expressed concern that there is not a formal tracking system of foster care child service rates, particularly vaccinations. Ms. Chamberlin reported that HPH Nursing staff is planning to meet regularly with Job and Family Service staff to increase working relationships and services for foster children. Discussion ensued regarding the anti-vax demonstration occurring at the Hancock Co. Courthouse in recent months; Ms. Jones stated she drove by the demonstration and it appeared very poorly attended. Ms. Chamberlin announced that, despite HPH may not see foster children for immunizations until they are older, the HPH Immunization Team was recognized at the 14<sup>th</sup> Annual Statewide Immunization Conference for their immunization services, demonstrating a 94% vaccination rate. Ms. Chamberlin commended her nursing staff on their continual efforts at improving immunization rates/education in Hancock Co.

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

Ms. Summit announced the scheduled public hearing on 12/18/19 for food and tobacco licensees to express concern regarding fee/law changes. Public hearing results will be reviewed with the Board at the 12/20/19 BOH meeting.

Ohio Department of Agriculture is scheduled to conduct Retail Food Program survey for four days starting 11/18/19. EPA conducted the Solid Waste Program survey during the week of

11/4/19, and there were no recommendations at the closing of that survey, indicating good standing.

**Sale of Tobacco Compliance Inspection Update:** With recent tobacco sale inspections taking place, three tobacco-licensed facilities sold to a 17-year-old informant. Most tobacco sale violations are repeatedly occurring by same facilities within a year's time. Commissioner Baroudi voiced concern that there may be increased violations due to the Tobacco 21 legality changes. Ms. Summit stated that the key to reducing tobacco sale violations is increased education for tobacco licensed facilities.

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

Mr. Niese announced that Harvey Design has been selected to create inside signage for the new HPH building before the open house on 11/21/19.

**Grounds Maintenance Update:** Mr. Niese explained that Feasel's was contracted with HPH for snow removal, however, there are conflicts with their sidewalk removal schedule, thus HPH staff have been performing snow removal from the HPH walkways. Mr. Niese stated the leadership team is actively working to resolve these and other new building/housekeeping issues since the move.

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

Commissioner Baroudi updated the Board on the DAC meeting, which did not occur due to lack of quorum. Next meeting is scheduled for 12/4/19 at 7:00 p.m. Some voting members of the DAC requested more than one potential new Board member. Mr. Baroudi reached out to additional potential Board members and now has two to offer the DAC for vote: Randy Boes, Septic Contractor, and Brian Edler, Food Service Owner/Operator.

**Legislative Update:** Gun violence increase, and question of public health involvement are prevailing topics. Commissioner Baroudi expressed that public health departments need to come up with a statement for defining public health stance on gun violence issue involvement.

**Open House Update:** Scheduled for Thursday, 11/21/19. Formal invitations to community members and groups sent. Ribbon cutting scheduled for 11:30 a.m. and the building will be open until 6:00 p.m. Tours by staff and refreshments will be offered. A flu clinic will be held during the open house all day for promotion of immunizations.

### **5.0 OLD/NEW BUSINESS**

#### **5.1 Personnel: Two separations and three hirings announced to the Board.**

- 6.1.1 Ashley Winters, RS – EH Sanitarian, resigned effective 11/15/19.
- 6.1.2 Krista Pruitt – Injury Prevention Coordinator, resigned effective 11/15/19.
- 6.1.3 Chelsi Frankforther – Fiscal Officer, hired effective 12/2/19, to replace Christine Carrigan.
- 6.1.4 Lisa Barth, LSW – Help Me Grow Home Visitor, hired effective 12/2/19.
- 6.1.5 Laura Courtad, MSOH – Epidemiologist/Emergency Planner, hired effective 12/2/19.

## 5.2 Facility Update

As detailed in Section 4.7, Health Commissioner Updates.

## 5.3 Mobile Health Clinic

Last scheduled meeting was not well attended, but still moving forward to resolve some funding challenges. Commissioner Baroudi formally thanked Ms. Pasztor, Dr. Bill Kose, BVHS, and Ms. Jones for their significant guidance with the mobile health clinic project. The next mobile health clinic meeting is scheduled for Monday, 11/18/19. Mr. Baroudi is hoping for more detailed updates for the Board at the next BOH meeting, 12/20/19.

## 5.4 Naloxone/University of Findlay Update

President Moody-Russo asked for clarification of the issue involving University of Findlay advertising distribution of Narcan kits. Commissioner Baroudi stated that this issue was discussed with Krista Pruitt and Gary Bright, former and new/current Injury Prevention Coordinators at HPH. Gary Bright communicated with U of F and requested that the kits be advertised as being distributed in collaboration with HPH. The advertisement flyer by U of F was edited to reflect HPH logo and statement of collaborative effort of U of F with HPH.

## 6.0 CONTINUING EDUCATION

- 6.1 Commissioner Baroudi announced that the Board members will receive 0.5 hours of continuing education, attained by participation in Kurt Schroeder's guest speaker presentation during the BOH meeting today, 11/15/19 (as detailed in Section 3.1, Food Safety Compliance and Animal Bites Annual Reports).

## 7.0 NEXT MEETING

- 7.1 Friday, December 20, 2019 @ 7:30 a.m., Hancock Public Health Offices at 2225 Keith Parkway.

## 8.0 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. Spors motioned to adjourn the Board of Health meeting at 8:50 am. Seconded by Ms. Jones. Motion carried 6-0.**

  
Moody-Russo, RN, Board President

  
Karim Baroudi, MPH, Board Secretary