



HARRISON COUNTY
Public Health

Harrison County General Health District
538 North Main Street – Suite G
Cadiz, OH 43907-1282
Phone: (740) 942-2616 – Fax: (740) 942-9331
HealthDepartment@harrisoncountyohio.org

HARRISON COUNTY GENERAL HEALTH DISTRICT
Minutes of the Board of Health
Held April 16th, 2020

Meeting Location: Harrison County Health Department, location Coal Room.

Due to the COVID-19 Pandemic the meeting of the Board of Health was conducted through Zoom Video Communications.

Call to Order: Adele Mason, President called the meeting to order at 1:06 pm.

Board Members Present:

Adele Mason
Kate Sedgmer
Kent Murray
Dr. Dan Jones

Staff Members and Other Members Present:

Garen Rhome, Administrator
Erika Battistel, Director of Environmental
Bonnie Snider, Fiscal Officer
Teresa Koniski, RN
Leann Cline, PHAB Accreditation Coordinator

Approval of Minutes:

Adele asked the members of the board if they had the opportunity to review the minutes of March 19th, 2020.

With no corrections to the minutes motion by Kent Murray to approve the minutes as written, seconded by Dr. Dan Jones, all voted yes, motion carried. Ayes: All, Nays: None

Vital Statistics and Nursing Report:

The Vital Statistic Report and the Nursing Report for March was submitted for Board review. (see attached report).



HARRISON COUNTY

Public Health

Harrison County General Health District
 538 North Main Street – Suite G
 Cadiz, OH 43907-1282
 Phone: (740) 942-2616 – Fax: (740) 942-9331
 HealthDepartment@harrisoncountyohio.org

With no questions motion by Kent Murray to approve both the Vital Statistic portion and the Nursing portion of the Consent Agenda as submitted, seconded by Dr. Dan Jones, all voted yes, motion carried. Ayes: All, Nays: None

Financial Report:

The Cash Balance Report for month ending March 31st, 2020 was presented to the Board of Health members for discussion and viewing as follows:

1. Revenue received totaled \$45,009.01
2. Expenses paid totaled: \$70,784.42
3. March 31st, 2020 ending balance: \$709,639.92

CASH BALANCE REPORT						
Report Period: March 2020						
Program	Carryover Balance	Revenue		Expenses		Balance
		M-T-D	Y-T-D	M-T-D	Y-T-D	
E001-E01 District Health	\$751,180.34	\$14,233.81	\$29,231.28	\$44,554.81	\$143,158.84	\$637,252.78
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$0.00			
E001-E02 Private Water	\$1,574.91	\$514.00	\$3,176.00	\$181.00	\$821.97	\$3,928.94
E001-E03 Food Service	\$14,005.75	\$10,609.60	\$30,525.10	\$5,620.92	\$14,747.22	\$29,783.63
E001-E04 Pools	\$0.00	\$290.00	\$290.00	\$0.00	\$0.00	\$290.00
E001-E06 Camps	\$0.00	\$727.50	\$727.50	\$0.00	\$0.00	\$727.50
E001-E11 Septics	\$2,171.24	\$2,795.00	\$13,615.10	\$3,121.10	\$10,099.93	\$5,686.41
E001-E12 RHWP Grant	\$12,737.06	\$0.00	\$2,994.30	\$2,800.45	\$6,924.05	\$8,807.31
E001-E14 PHEP Grant	\$12,811.70	\$5,520.00	\$9,765.00	\$3,788.85	\$15,220.79	\$7,355.91
E001-E17 WCPLF Program	\$440.00	\$1,425.85	\$3,485.85	\$1,425.85	\$2,425.85	\$1,500.00
E001-E18 WIC Grant	\$8,078.48	\$8,893.25	\$27,043.06	\$8,792.05	\$28,238.59	\$6,882.95
E001-E22 Cribs for Kids - MCH	\$4,390.40	\$0.00	\$0.00	\$0.00	\$0.00	\$4,390.40
E001-E24 Veggie U Program - MCH	\$3,533.48	\$0.00	\$0.00	\$499.39	\$499.39	\$3,034.09
Grand Total	\$810,923.36	\$45,009.01	\$120,853.19	\$70,784.42	\$222,136.63	\$709,639.92

Kent Murray motioned to accept the financial report as presented and that the report be filed for audit, Kate Sedgmer seconded the motion, all voted yes, motion carried. Ayes: All Nays: None

Bonnie informed the board of health a payment was received for \$5,000.00 on March 23rd from The State of Ohio for COVID-19 which was included in the District Health revenue amount of \$14,233.81.

Adele: Are there any restrictions on how that money can be spent?

Garen: No, this money is to be used to purchase anything we need to respond to COVID-19 or supplement any other purchases that we have made. We also received the Notice of Award for an additional funding in the amount of \$30,000.00 for Coronavirus Response from Ohio Department of Health that is under much more constraints as far as what we can purchase. A budget and justification along with a workplan will be submitted in for approval to Ohio Department of Health.

Adele: If we had a surge in cases and a demand for more nursing staff in the office, can Rebecca Eberhart or Theresa Mizer put in more time and can this additional money be used for salary's?



HARRISON COUNTY
Public Health

Harrison County General Health District
538 North Main Street – Suite G
Cadiz, OH 43907-1282
Phone: (740) 942-2616 – Fax: (740) 942-9331
HealthDepartment@harrisoncountyohio.org

Garen: Yes, the \$5,000 can be used to supplement salaries.

Adele: Does the same apply for the additional funding of \$30,000.00 as well?

Garen: Yes, we are delineating how we will use that money and that does include supplemental salaries here as well. We will have two or three budget revisions along the way before that is approved. Ohio Department of Health is really being helpful in the preparation of the budget and justification for the additional funding.

The voucher report for period 03/20/2020 to 04/16/2020 was presented to board members for viewing and approval in the total amount of \$9,579.96 as follows: Supplies: \$1,389.59 Utilities: \$805.87, Contract Services: \$2,916.19, Mileage/Expenses: \$378.10, Advertising: \$19.95, State Fees: \$3,970.26, and Insurance/License: \$100.00.

Vouchers presented were approved upon a motion by Dr. Dan Jones, seconded by Kate Sedgmer, all voted yes, motion carried. Ayes: All Nays: None

Bonnie reported the 1st half March Settlement 2020 for General Property Tax was just received in the (Gross) amount of \$530,412.60. Auditor and Treasurer's Fee deductions were \$9,966.33, net distribution received \$520,446.27. Also received was the subdivision money for real estate tax in the amount of \$10,500.00. This money will be reflected on April's Cash Balance Report.

Dr. Jones moved to accept the financial report, Kate Sedgmer seconded the motion all voted yes, motion carried. Ayes: All Nays: None

Environmental Report:

The Environmental Division's report for March 2020 was submitted for Board review. (see attached report)

Adele: Has there been any other business that has been doing a lot of the carryout or any additional enterprises that have been serving food.

Erika: Just the usual, the people that are already licenses, as reported Tim's Café to Go is the newest one that just opened.

Kate Sedgmer motioned to approve the Environmental portion of the Consent Agenda, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

Old Business:

Adele inquired about the Scio nuisance complaint if Erika had any updates.

Erika stated everything has been sent to the prosecutor and the swimming pool has not been filled.



HARRISON COUNTY
Public Health

Harrison County General Health District
538 North Main Street – Suite G
Cadiz, OH 43907-1282
Phone: (740) 942-2616 – Fax: (740) 942-9331
HealthDepartment@harrisoncountyohio.org

Adele asked about the hiring of a part time sanitarian due to the pregnancy of Jade Brown and her upcoming maternity leave. Erika stated that Mike Ckek, Registered Sanitarin is willing to work part time and has submitted a resume. Adele stated to move forward with posting of the job description, conduct interviews remotely and hire someone as soon as possible.

Garen stated most of the sanitarian's work right now is falling into that helping enforcement things with all the director's orders. We are continuing looking for guidance from ODH regarding how we are going to handle campgrounds, swimming pools, ect. as far as permitting. Garen stated we want to be prepared for when Covid-19 is over.

Adele: If someone lives within the Village limits and has Village water service, is there anything that the department must approve if they are drilling a well?

Erika: Anyone who has access to public sewage or water needs to connect and should not be installing a well or septic. Garen informed the board of health to let the department know of any matter so it can be investigated.

Kent Murray informed the board that Tappan Marina the restaurant portion will not be opening this year due to Covid-19 and construction.

Accreditation:

The Accreditation Report for March 2020 was submitted for Board review. (see attached report)

Leann updated the Board of Health stating she still needs 62 documents that are still needed. Domain 1, 5, 6, and 7 are completed. Domain 2,3, and 4 are almost completed. Domain 8, 9, 10, 11, and 12 are the bigger ones that needs worked on.

Adele: Are there anyone of us that can assist in anyway?

Leann: No, Its primary Administrative, being Policies, Procedures and Job Description's.

Leann stated as we get closer to that May 1st internal deadline her and Garen will sit down and hammer out how much more we can go without having to redo a lot.

Kent Murray motioned to approve the Accreditation portion of the Consent Agenda, seconded by Dr. Jone's , all voted yes, motion carried. Ayes: All Nays: None

Administration Report:

The administration report for March 2020 was submitted for Board review. (see attached report)

Kent Murray motioned to approve the Administration portion of the Consent Agenda, seconded by Dr. Jones, all voted yes, motion carried. Ayes: All Nays: None



HARRISON COUNTY

Public Health

Harrison County General Health District
538 North Main Street – Suite G
Cadiz, OH 43907-1282
Phone: (740) 942-2616 – Fax: (740) 942-9331
HealthDepartment@harrisoncountyohio.org

Discussion:

Garen updated the board stating we do have our first confirmed case of Covid-19 in the county, the individual is home recovering and was never sick enough requiring hospitalization. The individual self-isolated upon feeling systematic with the individual not feeling better 7 days later contacted a facility and asked for the test. The test was reported back within 24 hours. Teresa and Garen contacted the hospital and identified close contacts. They are under quarantine with our monitoring and the individual is isolated in their home.

Adele: The testing process, is it communicated to the contact where they should go for sampling that would work best and most quickly for our community since we do not have testing here in Harrison County.

Garen: The situation is not in any of the top tier categories from Ohio Department of Health (ODH), examples are Healthcare Workers, workers on the front line of this response, resident of long care term facility's or admitted hospital patients. If you are not in the top tiers ODH is not quit as demanding that we turn the test around quickly. Our advice to our quarantine individual is if you feel symptomatic you can call us, and the individual should also contact the doctor. For close contacts they might qualify for a test but not really one of those demanding 24-hour turnaround times because they are not hospital workers, not elderly or sick otherwise. Governor DeWine and Dr. Atkins stated to date in Ohio we do not have enough test available, so they are reserved for our most vulnerable people.

Here in Harrison in our community and with are current demands we are still actively monitoring and reaching out to those individuals.

Adele: Is John moving along with his normal preparations as expected in the Public Health Emergency Preparedness Grant (PHEP)?

Garen: Yes, his normal PHEP grant is on hold and ODH is examining ways to potential pay that money out without local health departments meeting their deliverables. His last week plus has been involved in making sure what ODH has asked for regarding the \$30,000.00 supplemental funding for Coronavirus Response.

Garen updated the board stating we received from ODH specimen collection kits stating we received no guidance to date on what we are supposed to do with these. Also, an order came out of the Department of Health addressing Liquor Sales, stating some counties are no longer permitted to sell liquor to out of state residents.

Every county has had to deal with the issue of protecting private health information, HIPPA as far as who we can tell about positive Covid-19 patients. A document was received from the United States Department of Health and Human Services stating we would disclose the address of know positive cases. Our agreement with the county is we will share the address with dispatch only. Another Ohio Department of Health order came out that ordered local health departments to share street address and the name of positive covid-19 patients with dispatch only. Garen stated we will follow that order and our department will call Kyle Carter, at the Sheriff's Office with them taking that information and entering it into their system. That address is



HARRISON COUNTY
Public Health

Harrison County General Health District
538 North Main Street – Suite G
Cadiz, OH 43907-1282
Phone: (740) 942-2616 – Fax: (740) 942-9331
HealthDepartment@harrisoncountyoio.org

tagged with a code word that basically lets the first responders understand they will need to put on specific personal protective equipment if they enter this home.

Adele: Dr. Jones, have you had a surge in the people being concerned they have Covid-19?

Dr. Jones: The public has been scared and contacting their physicians. It has been very difficult because with the hospital shutting down our outpatient offices as well as to all traffic makes patients feel as if they are cut off from their physicians. We have been able to reassure the patients thru telehealth remotely and telephone calls. We are still able to answer questions and my staff has two lines only making it difficult for people to call in because the lines are busier than ever. We are seeing an improvement in that this week and hoping the reassurance is helping.

Garen let the board of health know we have received good positive feedback on our messages and methods of Covid-19.

With no other business brought before the board, Kent Murray motioned to adjourn, seconded by Dr. Dan Jones

Respectfully submitted,



President



Dr. Scott Pendleton, DVM, Secretary/or
Garen Rhome, Administrator