



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

**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 1:02 pm.

**Board Members Present:**

Mrs. Adele Mason

Mr. Kent Murray

Dr. Dan Jones

Ms. Kate Sedgmer

Ms. Melissa Powers

**Staff Members and Other Members Present:**

Garen Rhome, Administrator

Erika Battistel, Director of Environmental

Teresa Koniski, RN

Leann Cline, PHAB Accreditation Coordinator

**Absent:**

Bonnie Snider, Fiscal Officer

**Approval of Minutes:**

The previous minutes from June 25th, 2020 were motioned for approval as written by Dr. Jones. Kent Murray seconded the motion all voted yes; motion carried. Ayes: All, Nays: None

**Vital Statistics and Public Nursing Report:**

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

The Board of Health had no questions on the Vital Statistic report, but Adele inquired if the reportable infectious disease chart identifying ages was a new requirement.

Teresa stated the chart is not a new requirement but felt the chart shows more information as far as age, reportable condition, case status and the date as far as when things are happening and thought it might answer more questions than writing everything out.

Kent Murray moved to accept both the Vital Statistics and the Nursing portion of the consent agenda, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None



# HARRISON COUNTY

## Public Health

Harrison County General Health District  
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 Phone: (740) 942-2616 – Fax: (740) 942-9331  
 HealthDepartment@harrisoncountyohio.org

**Financial Report: Covered by Garen Rhome**

The Cash Balance Report and the Auditor’s Financial Report for month ending June 30<sup>th</sup>, 2020 was presented to the Board of Health members for discussion and viewing as follows:

1. Revenue received totaled \$60,767.04
2. Expenses paid totaled: \$69,079.98
3. June 30<sup>th</sup>, 2020 ending balance: \$1,139,117.88

CASH BALANCE REPORT						
Report Period: June 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	\$4,222.00	\$43,263.84	\$43,069.35	\$285,337.29	\$1,041,622.54
E001-E05 District Health-Property Tax	\$0.00	\$0.00	\$532,515.65			
E001-E02 Private Water	\$1,574.91	\$828.00	\$5,716.00	\$1,083.31	\$3,704.48	\$3,586.43
E001-E03 Food Service	\$14,005.75	\$787.25	\$32,816.60	\$3,305.94	\$25,303.44	\$21,518.91
E001-E04 Pools	\$0.00	\$0.00	\$580.00	\$80.00	\$160.00	\$420.00
E001-E06 Camps	\$0.00	\$0.00	\$5,591.25	\$220.00	\$660.00	\$4,931.25
E001-E11 Septics	\$2,171.24	\$2,455.00	\$18,146.10	\$3,135.13	\$18,735.16	\$1,582.18
E001-E12 RHWP Grant	\$12,737.06	\$2,166.67	\$9,693.97	\$2,003.75	\$13,775.73	\$8,655.30
E001-E14 PHEP Grant	\$12,811.70	\$22,365.00	\$42,450.00	\$4,242.35	\$28,629.75	\$26,631.95
E001-E17 WCPLF Program	\$440.00	\$17,023.00	\$27,957.85	\$765.00	\$10,245.85	\$18,152.00
E001-E18 WIC Grant	\$8,078.48	\$8,426.02	\$52,752.26	\$8,192.87	\$53,348.61	\$7,482.13
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	\$0.00	\$499.39	\$3,034.09
E001-E26 CO20 Covid Response Grant	\$0.00	\$2,494.10	\$2,494.10	\$2,982.28	\$5,383.40	-\$2,889.30
E001-E27 CT20 Contact Tracing Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Grand Total</b>	<b>\$810,923.36</b>	<b>\$60,767.04</b>	<b>\$773,977.62</b>	<b>\$69,079.98</b>	<b>\$445,783.10</b>	<b>\$1,139,117.88</b>

Dr. Jones motioned to accept the financial report as presented and that the report be filed for audit, Melissa Powers seconded the motion, all voted yes, motion carried. Ayes: All Nays: None

Purchase Orders were presented to the Board of Health in the amount of \$1,589.00 as follows:

PO Number	Code	Description	Amount	PO Type
20-1071	E000-E02	Supplies/EM Media	\$1,500.00	Regular
20-1072	E000-E06	Contract Service/Borden Office	\$89.00	Regular

Kent Murray motioned to approve as presented, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None

The voucher report for period 06/26/2020 – 07/16/2020 was presented to board members for viewing and approval in the total amount of \$19,612.84 as follows: Supplies: \$4,149.59, Utilities: \$1,293.94, Contract Services: \$9,904.31, Mileage/Expenses: \$95.44, State Fees: \$2,947.44, Contingencies: \$120.00, Dues/Fees: \$245.00 and Promotional Items \$857.12.



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

The Board of Health reviewed the four-year Financial Worksheet Budget for the January 1, 2021 temporary budget showing two years being actual, fiscal year 2020 being 1<sup>st</sup> half actual, 2<sup>nd</sup> half estimated and year 2021 being all estimated to the Board of Health for viewing and questions.

Dr. Jones questioned how this budget compares to last year’s budget and are there any differences?

Garen stated we are expecting a large carryover balance and the temporary estimated budget will change when the December balance sheet is turned into the county auditor at year end. Revenue estimates are increased slightly based on prior year actual money received in for each line item except for unexpected revenue such as Ohio Mental Health Addiction Services, CO20 Covid Response Grant and the CT20 Contact Tracing Grant adding additional money to the grand total. Expenditures are based on prior year money expended also, except for the increase in Salaries, PERS and Health Insurance for additional hiring of new staff.

Dr. Jones moved the Adoption of Resolution No: 2020-103 to approve and submit in the temporary estimated budget in the amount of \$2,189,042.43 for the year commencing January 1, 2021 for consideration of the County Budget Commission. Kent Murray seconded the Resolution and the roll called upon its adoption; the vote resulted as follows:

Mrs. Adele Mason	yea	Ms. Kate Sedgmer	yea
Mr. Kent Murray	yea	Ms. Melissa Powers	yea
Dr. Dan Jones	yea		

**Environmental Report:**

The Environmental Division’s report was submitted for Board review. (see attached report)

With no questions or concerns Dr. Jones motioned to approve the Environmental portion of the Consent Agenda, seconded by Kent Murray, all voted yes, motion carried. Ayes: All Nays: None

**Discussion:**

Erika reported we received a resume for the Registered Sanitarian position stating Garen has spoke to him on the phone and will elaborate further to the board.

Adele: Is he interested in a full-time position? Erika: yes

**Accreditation:**

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



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Adele stated on behalf of the board congratulations to the whole team for getting accreditation submitted.

Leann added she had not heard anything else from the Public Health Accreditation Board on what they are going to kick back, stating she contacted the domain leads to give them a heads up on some stuff but have not taken any action fully to work on that yet.

The Ohio Mental Health Addiction Services informed Teresa that the Allocation Application was approved for \$15,000.00 for Prevention Services, area Stigma Reduction Initiative. Leann attended the collation meeting to inform the Mental Health Force group on how we plan to use that money.

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

### **Administration Report:**

The Administration report for June was submitted for Board review. (see attached report)

Adele: What is your thought and input on school restart and does local health departments have authority to declare mandatory masking?

Garen: The first step for the board of health authority interpreting those revised codes as to whether it would be possible for the board of health to mandate face coverings is to contact the local prosecuting office as to what they think stating it basically falls back on them.

Garen reported he is working with Dana Snyder, Harrison Hills City School District (HHCS D) Superintendent on the school districts restarting plan giving information to use such as the Advisory Level System in helping form some decisions. The governor is leaving it up to the school districts to work with their local health departments, law enforcement agencies, parents, and students to come up with what works best for their school district.

Adele: Do we still have our preschool opening event organized to promote routine immunizations and opportunity to get the Covid-19 social distancing and appropriate behavior message out there?

Garen: We are still planning to go forward with some off-site mobile immunization/vaccination clinic.

Teresa: The school did cancel the Back to School Rally which was expected. We submitted a form to HHCS D for permission to use there parking lot for the mobile clinic, we are waiting on word back. Once we get the official permission, we will start the planning for the second or third Friday in August.

Kent: Are the Covid testing numbers, such as the 40 cases reported in Jefferson County, do we know if they are presenting symptoms or are, they asymptomatic?



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Garen: You could have someone sick for two weeks and decided to go get tested or your job may require you to get tested. Also, an asymptomatic person can go to a walk-up site also to get tested. That 40 cases could all be in different stages. It could be terribly sick people, someone who presented in the ER room a life threatening despair with breathing or someone being tested after work and to find out their positive without having symptoms.

Garen is to reach out to Melissa Powers and Dr. Jones to discuss Covid-19 testing at their facilities sites. Dr. Jones stated the public can go to the emergency room for testing that is available through swabs and send outs, getting the results back within 72/hours. Dr. Jones stated rapid testing was made available through the state for Harrison Community and Wheeling Hospital’s main campus only at 20 per day.

Garen thanked everyone and stated how proud we are for the submission of our accreditation.

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

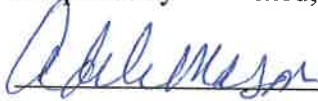
**Discussion:**

Garen reported he just now received a note from Erika regarding a message left on her phone about the posting of the registered sanitarian position stating a gentleman from Stark County is interested in the position. Garen stated he hopes to set up an interview on Monday and would like to offer him a midrange of High Sanitarian 1 or Low Sanitarian 2 based upon his experience. He has a great deal of outdoor wildlife experience and he has passed his certification test and has put the time in to be a registered sanitarian.

Governor DeWine is asking us to e-mail or call Major Gary Allen with Ohio Investigating Unit information directly to him when we have noncompliance business that has liquor license. Garen to email Major Allen due to three complaints on this one establishment.

With no further business brought before the board, Kent Murray motioned to adjourn, seconded by Melissa Pwers, all voted yes, motion carried.

Respectfully submitted,

  
\_\_\_\_\_  
President

Date: 8/20/2020

not present  
\_\_\_\_\_

Date: \_\_\_\_\_

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