



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 October 15th, 2020

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

Call to Order: Dr. Dan Jones, Vice President called the meeting to order at 1:04 pm.

Board Members Present:

Dr. Dan Jones
Ms. Melissa Powers
Mrs. Kate Sedgmer

Absent:

Mrs. Adele Mason
Mr. Kent Murray

Staff Members and Other Members Present:

Scott Pendleton, Health Commissioner
Garen Rhome, Administrator
Bonnie Snider, Fiscal Officer
Katie Norris, Fiscal Officer in Training
Erika Battistel, Director of Environmental
Teresa Koniski, RN
John Carr, Emergency Preparedness Coordinator

Approval of Minutes:

The previous minutes from September 17th, 2020 were motioned for approval as written by Kate Sedgmer. Melissa Powers seconded the motion all voted yes; motion carried. Ayes: All, Nays: None

Vital Statistics and Public Nursing Report:

The Vital Statistic and the Nursing Reports for September were submitted for Board review. (see attached report).

Teresa reported the last COVID-19 positive case in the county was 10/07/2020. Currently four Harrison County residents were under watch in OCTS (Ohio Contact Tracing System). Garen asked for confirmation whether the four cases were in isolation or observation. Teresa reiterated the four cases were only under observation.

Dr. Jones asked if the Lyme Disease cases for 2020 were greater than at this time in 2019? DON Koniski replied that total case numbers were higher so far in 2020 but that IGG (lab work showing older Lyme Disease cases) were noticeably less than in prior years. Dr. Jones inquired if HCGHD staff had noted any cases of people having difficulty seeing a physician for Lyme or any reports of difficulty receiving treatment.



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DON Koniski answered that HCGHD had not seen any instances of that nor had any complaints from patients or county residents regarding lack of treatment availability.

Dr. Jones requested an update on the Salmonella and Campylobacter cases from September. DON Koniski informed the board that follow up interviews had been conducted and with the Salmonella case it was possibly linked to a food recall of contaminated peaches, but neither case had confirmed sources identified. Both patients have recovered.

Melissa Powers motioned to accept the Vital Statistic Report and the Nursing Report portion of the consent agenda as submitted, seconded by Kate Sedgmer, all voted yes; motion carried. Ayes: All, Nays: None

Financial Report:

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

1. Revenue received totaled \$300,578.03
2. Expenses paid totaled: \$94,629.14
3. September 30th, 2020 ending balance: \$1,242,386.64

CASH BALANCE REPORT						
Report Period: September 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	\$1,978.40	\$56,181.24	\$43,439.90	\$436,597.20	\$1,143,489.20
E001-E05 District Health-Property Tax	\$0.00	\$240,209.17	\$772,724.82			
E001-E02 Private Water	\$1,574.91	\$1,242.00	\$9,968.00	\$1,391.56	\$7,236.63	\$4,306.28
E001-E03 Food Service	\$14,005.75	\$279.25	\$33,633.75	\$2,759.10	\$32,938.96	\$14,700.54
E001-E04 Pools	\$0.00	\$0.00	\$580.00	\$379.51	\$539.51	\$40.49
E001-E06 Camps	\$0.00	\$0.00	\$5,591.25	\$1,152.52	\$4,120.63	\$1,470.62
E001-E11 Septics	\$2,171.24	\$1,312.00	\$21,444.10	\$374.26	\$22,332.26	\$1,283.08
E001-E12 RHWP Grant	\$12,737.06	\$0.00	\$13,039.31	\$1,793.94	\$21,477.59	\$4,298.78
E001-E14 PHEP Grant	\$12,811.70	\$5,040.00	\$55,755.00	\$3,935.86	\$43,861.43	\$24,705.27
E001-E17 WCPLF Program	\$440.00	\$19,788.00	\$56,367.85	\$27,622.00	\$37,867.85	\$18,940.00
E001-E18 WIC Grant	\$8,078.48	\$6,934.88	\$78,717.16	\$8,955.62	\$80,076.26	\$6,719.38
E001-E22 Cribs for Kids - MCH	\$4,390.40	\$3,894.85	\$3,894.85	\$563.32	\$563.32	\$7,721.93
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	\$4,250.76	\$11,622.02	\$35.72	\$12,719.21	-\$1,097.19
E001-E27 CT20 Contact Tracing Grant	\$0.00	\$648.72	\$648.72	\$2,225.83	\$2,874.55	-\$2,225.83
E001-E28 Stigma Reduction Initiative	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00
Grand Total	\$810,923.36	\$300,578.03	\$1,135,168.07	\$94,629.14	\$703,704.79	\$1,242,386.64

With no questions Melissa Powers 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

The voucher report for period 09/18/2020 – 10/15/2020 was presented to board members for viewing and approval in the total amount of \$63,304.24 as follows: Supplies: \$18,298.55, Equipment: \$15,488.47,



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Utilities: \$1,404.39, Contract Services: \$22,410.76, Mileage/Expenses: \$349.05, Advertising & Printing: \$287.68, State Fees: \$4,390.34, Dues/Fees \$675.00.

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

Purchase Orders were presented to the Board of Health for viewing and approval in the amount of \$49,780.24 as follows:

<u>PO Number</u>	<u>Code</u>	<u>Description</u>	<u>Amount</u>	<u>PO Type</u>
20-1089	E000-E21	Dues/Fees-Capitol One	\$675.00	Regular
20-1090	E000-E02	Supplies	\$25,000.00	Blanket
20-1091	E000-E06	Contract Services	\$105.24	Regular
20-1092	E000-E13	State Fees	\$4,000.00	Blanket
20-1093	E000-E03	Equipment	\$20,000.00	Blanket

Melissa Powers motioned to approve purchase orders as presented, second by Kate Sedgmer, all voted yes, motion carried. Ayes: All Nays: None

E27: Program Name: CT20 Contact Tracing Grant: Bonnie informed the Board of Health that the Harrison County General Health District received an award from ODH for Program Title: Contact Tracing Grant (CT-20) in the amount of \$105,000.00. \$35,000.00 of award was approved previously on August 19, 2020 and the remaining \$70,000.00 needed approved.

A letter was email dated October 13, 2020 to the Auditor and County Commissioners for approval to increase appropriations in the following Expenditure Line Item(s).

Line Item: E27 CT20 Contract Tracing Grant

<u>Amount</u>	<u>Line Item</u>	<u>Line Item Description</u>
\$56,800.00	E000-E01	Salaries
\$7,450.00	E000-E03	Equipment
\$750.00	E000-E05	Utilities
\$675.00	E000-E07	Mileage & Expense
\$5,400.90	E000-E10	PERS
\$571.38	E000-E12	Medicare

The letter to the Auditor and County Commissioners also asked for approval to decrease the following Expenditure Line Item(s).

<u>Amount</u>	<u>Line Item</u>	<u>Line Item Description</u>
(-374.08)	E000-E02	Supplies
(-1273.20)	E000-E06	Contract Services

Melissa Powers motioned to approve expense appropriation adjustments, seconded by Kate Sedgmer, all voted yes, motion carried. Ayes: All Nays: None



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Bonnie presented the board with the second half August settlement for General Property Tax Real Estate in a total amount of \$228,751.90.

Environmental Report:

The Environmental Division's Consent Agenda Report was submitted for Board review. (see attached report)

Discussion:

Erika reported the new facility that was supposed to be approved and pre-licensed last week, Fancy Meats, will not be opening anytime soon. Fancy Meats was not approved due to a missing hand wash sink in the store front where he will be handling raw meats. The coolers were not set up for the department to inspect. Department of Agriculture also captured him processing and selling the meat without a license. Erika updated everyone with a re-inspection and pre-licensing date of Friday, October 16, 2020.

Garen asked Erika if the Health Department does the pre-license on behalf of Department of Agriculture.

Erika: No. Agriculture does its own thing. The Health Department only licenses front portion, retail side of store. Agriculture will handle the processing, not seen by public, side of the business.

Erika informed the board of a Variance Application for James Hall, 75250 Sixteen Rd., Cadiz, OH 43907.

System was installed as four 80' leach lines. The soil scientist said that because of the slope in that area that the leach lines would need to be 100' long. Adding the extra 20' to the 8' leach lines will put one of the lines closer to the access road than 10'. 3701-29-06 (G)(3)(a). So, instead of 10' away, he will be 6' away.

Melissa Powers motioned to approve the Variance for James Hall, seconded by Kate Sedgmer all voted yes, motion carried. Ayes: All Nays: None

Kate Sedgmer motioned to approve the Environmental Division portion of the consent agenda, seconded by Melissa Powers, all voted yes, motion carried. Ayes: All Nays: None

Accreditation:

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

Garen gave the Accreditation Report with nothing new to report. Locally, the Health Department staff are moving through the motions while preparing for the virtual site visit.

Garen gave a look into a semi-local timeline for accreditation. Perry County's accreditation in-person site visit originally scheduled in May of 2020 has now been put on their books as a virtual site visit around the time of January/February 2021.



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Dr. Jones asked about the Board working on continuing education hours. Garen stated yes while Kate Sedgmer verified, she was booked and committed.

Garen stated the Health Department will schedule a study session to get the training done.

Garen asked Dr. Jones what he thought of the material.

Dr. Jones: the material was educational because it was a time-consuming process.

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

Administration Report:

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

Garen reported new hire Tanile Dulkoski accepted our offer of employment. Tanile joined the department on 09/28/2020 in six-month probational status as our Sanitarian-in-Training.

COVID-19 Update: At a state level, numbers and indicators were going the wrong way. 10/14/2020 set a record high for Ohio. 51 out of 88 counties were classified as “red” or “high incidence level.” On a county level, two residents remain hospitalized and on ventilators.

The county received good press coverage from the Times Leader and News Herald. Garen stated the department spent approximately \$300 to advertise the flu shot clinic. The flu shot clinic’s previous record was 48 vaccines, and 104 vaccinations were administered during the drive-thru clinic on 10/09/2020.

Dr. Jones: What is the message to the community on public gatherings?

Garen: Based on the May 29th order, gatherings greater than ten individuals, publicly, are prohibited.

Garen brought up the Cadiz Christmas parade.

Parades do not currently have a variance. The Cadiz Business Association was amicable with the idea of not having a Christmas parade; however, the outcome could change in the future. Even stadiums have a variance with limited people; therefore, not much left that is strictly prohibited.

Dr. Jones asked how the new hires were doing.

Erika: We have taken Tanile out in the field. She has attended a three-hour ODH zoom meeting. Tanile is doing well at this point with still a lot to learn. Tanile is involved with everything and anything.

Bonnie: Katie is doing good. We are working on a couple things at a time, currently being revenues, funds, and expenses. Katie did her first budget adjustment which was approved during today’s meeting. Katie is coming along.



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Garen: Excited for thoughtful and competent hires. Really excited for good fit and attitude.

Garen stated he will have the reviews completed by November's meeting and will have the meeting go into executive session to further discuss.

Kate Sedgmer asked if the Board of Elections reached out on planning for the election.

Garen: Talked a month prior to early voting on how to arrange office and make voting safe as possible. One concern presented itself: eventually we are going to hit a window where isolating contact close to/on election day. Curbside voting is an option or vote early at the Board of Elections.

Dr. Pendleton stated his wife has viewed multiple kids in school wearing the same dirty mask and Dr. Pendleton asked if the Health Department can do anything?

Garen: Previously reached out to nurses and Harrison Hills Superintendent, Dana Snider, with no direct answer. Received an accidental answer that teachers are given a limited number of masks.

Dr. Pendleton: Why couldn't the Health Department buy masks and send to the school?

Garen: We could take masks from S&S and replace, or just buy masks.

Dr. Jones: Yes, send them.

Garen: Will talk to Dana this afternoon.


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

With no further business brought before the board, Kate Sedgmer motioned to adjourn, seconded by Melissa Powers, all voted yes, motion carried.

Respectfully submitted,


President

Date: _____



Vice President

Date: 4/19/20



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

Date: 11/19/20