

# OTTAWA COUNTY HEALTH DEPARTMENT

May 12, 2020

## Present:

Board Members: Greg Deerhake, Debbie Hymore-Tester, Steven Jackson, DO, Eric Schramm,  
L. J. Overmyer, Bruce Moritz  
Health Commissioner: Nancy C. Osborn, RN, MPA  
Director of Env. Health: Jerry Bingham, MPH, RS  
Director of Nursing: Diane Kokinda, RN, BSN  
Administrative Assistant: Julie Wittman  
Guests: See Attached

The regular meeting of the Ottawa County District Board of Health was held on May 12, 2020, with President, Greg Deerhake, calling the meeting to order at 5:30 p.m.

The minutes of the April 14, 2020 meeting were presented. Dr. Jackson moved to approve the minutes. Seconded by Ms. Hymore-Tester. Motion carried.

## BOARD REORGANIZATION President Vice-President

Dr. Jackson moved to retain Mr. Deerhake as President of the Board of Health. Seconded by Ms. Hymore-Tester. Motion carried. Mr. Overmyer moved to retain Ms. Hymore-Tester as Vice-President of the Board of Health. Seconded by Dr. Jackson. Motion carried.

## AFRICAN SAFARI WILDLIFE PARK

Ms. Osborn explained to the Board that the owner of African Safari Wildlife Park has requested to open and states that the the drive-through park is not a zoo. The Board heard from representatives of African Safari, and agreed that there is no risk to public safety to allow African Safari to operate their park, as long as they adhere to the social distancing guidance from the Governor of Ohio. Mr. Moritz moved to grant approval to African Safari Wildlife Park to open to the public. Seconded by Ms. Hymore-Tester. Motion carried.

## ACTIVITY REPORTS

Ms. Kokinda presented the April 2020 Nursing Activity Report and First Quarter Program Projections.  
Mr. Bingham presented the April 2020 Environmental Health Activity Report and First Quarter Program Projections.

## FISCAL REPORTS

1. HH Accts. Recv.
2. Financial Report
3. Quarterly Financial

Ms. Osborn presented the April 2020 Home Health Accounts Receivable Report.  
Ms. Osborn presented the April 2020 Board of Health Financial Report.  
Ms. Osborn presented the 2020 First Quarter Financial Report.

## 2020 BUDGET FORECAST

1. Revenue
2. Expenditures

Ms. Osborn described the impact that the Corona Virus Pandemic has had on the department, stating that services have become very limited, with less time spent in programs and less revenue generated. She explained that in an effort to address the low volume of work and expected revenue loss to the general fund, a

3. Modified Work Week Modified Work Week will be instituted for affected individuals, beginning with the Public Health Aides.
- COVID QUARANTINE PROPOSAL 3707.4 Ms. Osborn explained that the Ohio Department of Health has stated that this quarantine proposal, which was presented by the Ottawa County Prosecutor, is not possible to enforce.
- COVID-19 REPORT  
1. Massage Parlors Ms. Osborn informed the Board that massage therapists providing a personal service are not yet authorized to open, however, if the therapy is part of a health care treatment plan (part of the health care industry), they are able to practice.
- Food Service Mr. Bingham provided clarification on the safe restart requirements for food service operations, explaining the 6-foot distance requirement and the use of barriers for high back booths. He stated that the new guidelines will be posted on the health department's website within the next day.
2. Contact Tracing Ms. Osborn explained contact tracing responsibilities required by local health departments and stated that the Ohio Department of Health will be providing funding for this activity with details being provided at a later date.
- GRANTS / CONTRACTS  
1. 2021 WIC Ms. Osborn reported on the following grants/contracts:  
Requested authorization to reapply to ODH for the 2021 WIC Grant for approximately \$120,000. Mr. Overmyer moved to authorize Ms. Osborn to reapply for the 2021 WIC Grant. Seconded by Ms. Hymore-Tester. Motion carried.
2. COVID-19 State Subsidy The health department has received the COVID-19 State Subsidy from ODH in the amount of \$5,000.
3. COVID-19 NOA The health department has received a Notice of Award from ODH for \$52,000 additional funds for COVID-19 response.
4. COVID-19 (CT-20) Contact Tracing The amount of funding for contact tracing from ODH has not yet been announced.
- MEETINGS There are no meetings scheduled for May 2020, due to the COVID-19 Pandemic.
- BILL APPROVALS Ms. Hymore-Tester moved to pay the bills. (Attached) Seconded by Dr. Jackson. Motion carried.
- Ms. Hymore-Tester moved to enter into Executive Session for personnel matters to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Seconded by Dr. Jackson. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried.
- Ms. Hymore-Tester moved to enter into open session. Seconded by Mr. Schramm. Motion carried.

Next Meeting Date June 9, 2020 at 5:30 p.m.

Being no further business, the meeting was adjourned.

Respectfully Submitted,

Nancy C. Osborn, RN, MPA  
Health Commissioner  
Secretary

Greg Deerhake  
President



OTTAWA COUNTY BOARD OF HEALTH

MEETING

May 12, 2020

ATTENDANCE

Print Name

Business Name

Kelsey Keller

African Safari Wildlife

Elizabeth Hunt

African Safari <sup>Park</sup>

Josh Adkins

African Safari

MARK COPPELER

OTTAWA CO. COMMISSIONER

# BILLS PAID

MAY  
2020

ANDA , INC.	\$68.78	PITNEY BOWES	\$55.99
TRI-SPRINTEC		TAPE STRIPS	
BINGHAM	\$44.85	PUBLIC HEALTH ACCREDITATION	\$2,800.00
TRAVEL - APRIL		ANNUAL ACCRED SERVICES	
BROWN	\$98.33	RIVERVIEW INDUSTRIES, INC.	\$1,052.35
TRAVEL - APRIL		CUST. SERV FOR 03/20	
CAPUANO	\$5.18	RUSH	\$264.50
TRAVEL - APRIL		TRAVEL - APRIL	
CROWELL	\$17.25	SANOFI PASTEUR, INC.	\$74.49
TRAVEL - APRIL		TUBERSOL	
DEERHAKE	\$80.00	SCHRAMM	\$80.00
BOARD MTG 5/12/20		BOARD MTG 5/12/20	
ERIE COUNTY GENERAL HEALTH	\$180.00	SENECA MEDICAL INC.	\$634.53
WATER SAMPLES		SUPPLIES FOR APRIL	
FOX	\$63.83	STERLING PC MAINTENANCE SOLUTIONS	\$530.00
TRAVEL - APRIL		COMPUTER CONTRACT	
GLAXOSMITHLKINE	\$1,152.16	THE STORAGE DOCK	\$605.00
ROTARIX		STORAGE UNIT	
HARRIS	\$43.13	TREASURER, STATE OF OHIO	\$7,054.00
TRAVEL - APRIL		1ST QTR FSO CERTS	
HEIN	\$349.60	TREASURER, STATE OF OHIO	\$2,016.00
TRAVEL - APRIL		1ST QTR RFE FEES	
HYMORE-TESTER	\$80.00	TREASURER, STATE OF OHIO	\$479.00
BOARD MTG 5/12/20		1ST QTR SEWAGE CERTS	
JACKSON	\$80.00	TREASURER, STATE OF OHIO	\$424.00
BOARD MTG 5/12/20		1ST QTR WATER CERTS	
KOKINDA	\$7.48	VERIZON WIRELESS	\$223.75
TRAVEL - APRIL		CELL PHONES	
KROGERS	\$2.39	WAL-MART	\$77.30
SUPPLIES - APRIL		SUPPLIES - APRIL	
MAGRUDER HOSPITAL	\$45.00	WITTMAN	\$17.25
HH ON CALL 03/20		TRAVEL - APRIL	
MCCLOSKEY	\$96.60		
TRAVEL - APRIL			
MERCK	\$2,233.87		
GARDASIL			
MORITZ	\$80.00		
BOARD MTG 5/12/20			
NACCHO	\$210.00		
NACCHO DUES			
NIESE	\$269.68		
TRAVEL - APRIL			
OHIO TELECOM	\$99.95		
FIBER CONCT 5/15-6/15/20			
OVERMYER	\$80.00		
BOARD MTG 5/12/20			
P.T. SERVICE INC.	\$2,463.00		
PT/OT SRVC FOR 04/20			