

OTTAWA COUNTY HEALTH DEPARTMENT

August 11, 2020

Present:

Board Members: Greg Deerhake, Debbie Hymore-Tester, Steven Jackson, DO, Eric Schramm,
L. J. Overmyer, Bruce Moritz

Health Commissioner: Jerry Bingham, MPH, RS

Director of Nursing: Katie Crowell, RN, MPH

Business Manager: Debra Baumgartner

Administrative Assistant: Julie Wittman

The regular meeting of the Ottawa County District Board of Health was held on August 11, 2020, with President, Greg Deerhake, calling the meeting to order at 5:30 p.m.

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

ACTIVITY REPORTS Ms. Crowell presented the July 2020 Nursing Activity Report.
Mr. Bingham presented the July 2020 Environmental Health Activity Report.
Mr. Bingham questioned the format and relevance of the current Nursing and Environmental Health Activity Reports. A different format will be presented to the Board at the September Board Meeting.

FISCAL REPORTS

1. HH Accts. Recv. Ms. Baumgartner presented the July 2020 Home Health Accounts Receivable Report.
2. Financial Report Ms. Baumgartner presented the July 2020 Board of Health Financial Report.

COVID-19 REPORT/ UPDATE

Mr. Bingham reported that the health department has been meeting weekly with Ottawa County school superintendents regarding their back to school plans.
Ms. Crowell explained the process of contact tracing to the Board and Mr. Bingham distributed the results of the South Bass Island COVID testing.

PHAB

Mr. Bingham informed the Board that the current deadline for accreditation is August 21, 2020, and detailed options for an extension. All agreed the best option is the Approved Archive Method, which will allow the department to pause the process for up to 12 months, without incurring an additional fee.

HOME HEALTH PROGRAM

Ms. Crowell explained that she has been evaluating the Ottawa County Health Department's Home Health Program, which has been steadily losing patient volume and money due to increasing challenges in this field. After some discussion, it was agreed that at the September Board Meeting, Ms. Crowell will present a detailed plan for Board action to discontinue the Home Health Program.

- WIC PROGRAM
- Mr. Bingham informed the Board that he has appointed Ms. Crowell as the new WIC Director. Ms. Crowell explained that a current sanitarian, Tracy Brown, is also a Registered Dietician who has agreed to conduct the required chart reviews for high risk WIC participants quarterly. Mr. Bingham added that this would eliminate the need for the current contract with Arlene Schriener to conduct these reviews for the health department. He will bring a proposal to the Board in the future once Ms. Brown can confirm she meets all requirements to conduct these duties.
- PERSONNEL
1. Brown-DEH
Tracy Brown, MHE, RS, RD, was selected to fill the Director of Environmental Health position. Ms. Hymore-Tester moved to hire Tracy Brown as the Director of Environmental Health, effective August 16, 2020. Seconded by Mr. Overmyer. Motion carried.
 2. PD – Director of Health Ed & Accred
The position description for the new Director of Health Education and Accreditation was presented. Mr. Overmyer moved to approve the presented position description for the Director of Health Education and Accreditation. Seconded by Dr. Jackson. Motion carried.
 3. Niese-Director of Health Ed & Accred
Joshua Niese, MPH, RS, was selected to fill the Director of Health Education and Accreditation position. Dr. Jackson moved to hire Joshua Niese as the Director of Health Education and Accreditation, effective August 16, 2020. Seconded by Ms. Hymore-Tester. Motion carried.
 4. Tristano-SIT
Ryan Tristano was selected to fill a full-time Sanitarian-in-Training position. Ms. Hymore-Tester moved to hire Ryan Tristano as a Sanitarian-in-Training, effective as soon as possible pending a relocation. Seconded by Dr. Jackson. Motion carried.
- GRANTS / CONTRACTS
1. 2021 RHW NOA
A Notice of Award (NOA) was received from the Ohio Department of Health (ODH) for an additional \$22,857 for the Reproductive Health and Wellness (RHW) Grant, to be utilized for telehealth.
 2. 2021 WIC NOA
A Notice of Award (NOA) was received from ODH for \$119,812 for the Women, Infants and Children (WIC) Program Grant.
 3. Contact Tracing – Hannah Roberts
Requested Board approval to enter into a contract with Hannah Roberts for Case Investigating/Contact Tracing, effective July 23, 2020. Mr. Overmyer moved to authorize Mr. Bingham to enter into a contract with Hannah Roberts for Case Investigating/Contact Tracing. Seconded by Dr. Jackson. Motion carried.
 4. 2021 Corona Supp
A Notice of Award (NOA) was received from ODH for an additional \$15,000 for the Corona Response Grant, to be utilized for enforcement.

2021 BUDGET
REVISION

Mr. Bingham explained to the Board that the 2021 proposed Budget submitted to the Ottawa County Budget Commission was disapproved, due to the requested proration increase from subdivisions. He requested approval on a revised 2021 Budget, which does not include any increased proration from the political subdivisions. Dr. Jackson moved to approve the revised budget. Seconded by Ms. Hymore-Tester. Motion carried.

MEETINGS

There are no meetings scheduled for August 2020, due to the COVID-19 Pandemic.

BILL APPROVALS

Mr. Overmyer moved to pay the bills. (Attached) Seconded by Ms. Hymore-Tester. 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 Mr. Schramm. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried.

Dr. Jackson moved to enter into open session. Seconded by Ms. Hymore-Tester. Motion carried.

Next Meeting Date September 8, 2020 at 5:30 p.m.

Being no further business, the meeting was adjourned.

Respectfully Submitted,

Gerald W. Bingham, MPH, RS
Health Commissioner
Secretary

Greg Deerhake
President

BILLS PAID

AUGUST 2020

ASD SPECIALTY HEALTHCARE, LLC	\$319.25	MT BUSINESS TECHNOLOGIES	\$138.50
TRI-SPRINTEC, PARAGARD		COPIER SERVICE FOR 07/20	
BINGHAM	\$13.80	NIESE	\$186.88
TRAVEL - JULY		TRAVEL - JULY	
BROWN	\$107.53	NIESE	\$7.00
TRAVEL - JULY		TRAVEL EXPENSE - JULY	
CAPUANO	\$0.58	OHIO DIVISION OF REAL ESTATE	\$2.50
TRAVEL - JULY		BURIAL PERMIT	
CENTER FOR DISEASE DETECTION, LLC	\$13.00	OHIO TELECOM	\$99.95
FP LAB FEES		FIBER CONCT 8/15-9/15/20	
CHEMICAL SERVICE & SUPPLIES	\$84.40	OVERMYER	\$80.00
SUPPLIES - JUNE		BOARD MTG 8/11/20	
CONCORDANCE HEALTHCARE	\$121.23	P.T. SERVICE INC.	\$3,626.00
SUPPLIES FOR JULY		PT/OT SRVC FOR 07/20	
CROWELL	\$23.00	PERS	\$8,410.31
TRAVEL - JULY		PERS PAYMENT AUGUST	
DEERHAKE	\$80.00	ROBERTS	\$341.00
BOARD MTG 8/11/20		COVID-19 CT	
ERIE COUNTY GENERAL HEALTH	\$712.50	RUSH	\$696.33
BEACH SAMPLES		TRAVEL - JULY	
ERIE COUNTY GENERAL HEALTH	\$189.00	SAFE KIDS GREATER CLEVELAND	\$95.00
WATER SAMPLES		OH CHILD PASS SAFETY CONF	
FRIENDS OFFICE	\$330.25	SANDATA TECHNOLOGIES	\$465.24
SUPPLIES - JULY		HOME PRO SERVICES	
GLAXOSMITHLKINE	\$881.65	SANOFI PASTEUR, INC.	\$3,613.44
KINRIX		DAPTACEL/MENACTRA/ADACEL	
HEIN	\$250.13	SANOFI PASTEUR, INC.	\$1,101.01
TRAVEL - JULY		MENACTRA	
HYMORE-TESTER	\$80.00	SANOFI PASTEUR, INC.	\$148.98
BOARD MTG 8/11/20		TUBERSOL	
JACKSON	\$80.00	SCHRAMM	\$80.00
BOARD MTG 8/11/20		BOARD MTG 8/11/20	
KROGERS	\$47.39	SHOPLET.COM	\$512.33
SUPPLIES - JULY		SUPPLIES FOR JULY	
MAGRUDER HOSPITAL	\$45.00	STAPLES	\$350.36
HH ON CALL 07/20		SUPPLIES - JULY	
MAGRUDER HOSPITAL	\$5,609.00	STERLING PC MAINTENANCE SOLUTIONS	\$530.00
PT/OT SRVC FOR 5/20&6/20		COMPUTER CONTRACT	
MCINTYRE	\$75.00	THE STAMP MAN	\$31.95
SEWAGE REFUND		SIGNATURE STAMP	
MERCK	\$4,467.75	THE STAMP MAN	\$77.50
GARDASIL		VS SIGNATURE STAMP	
MERCK	\$4,203.50	TREASURER, STATE OF OHIO	\$849.00
MMR/VARIVAX/TB		2ND QTR SEWAGE CERTS	
MILLER BOAT LINE	\$127.00	TREASURER, STATE OF OHIO	\$381.80
FERRY TICKETS		VS PAPER	
MORITZ	\$80.00	TREASURER, STATE OF OHIO	\$830.00
BOARD MTG 8/11/20		2ND QTR WATER CERTS	

TREASURER, STATE OF OHIO 2ND QTR CAMP CERTS	\$8,800.00
TREASURER, STATE OF OHIO 2ND QTR RFE CERTS	\$140.00
TREASURER, STATE OF OHIO 2ND QTR FSO CERTS	\$1,344.00
TREASURER, STATE OF OHIO 2ND QTR POOL CERTS	\$10,815.00
UNITED PARCEL SERVICE SERVICES FOR 03/20	\$25.38
UNITED PARCEL SERVICE SERVICES FOR 04/20	\$21.69
UNITED PARCEL SERVICE SERVICES FOR 05/20	\$26.05
UNITED PARCEL SERVICE SERVICES FOR 06/20	\$24.77
UNITED PARCEL SERVICE SERVICES FOR 07/20	\$29.35
UNITED PARCEL SERVICE SERVICES FOR 08/20	\$31.23
VERIZON WIRELESS CELL PHONES	\$225.39
WADE TRAVEL - JULY	\$109.25
WELLSKY HHCAPS - 5/20, 7/20, 8/20	\$300.00
WITTMAN TRAVEL - JULY	\$17.25