

OTTAWA COUNTY HEALTH DEPARTMENT

November 10, 2020

Present:

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

Health Commissioner: Jerry Bingham, MPH, RS

Director of Env Health: Tracy Brown, MHE, RS, RD

Director of Health Ed & Accreditation: Joshua Niese, 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 November 10, 2020, with President, Greg Deerhake, calling the meeting to order at 5:30 p.m.

The minutes of the October 13, 2020 meeting were presented. Dr. Jackson moved to approve the minutes. Seconded by Ms. Hymore-Tester. Motion carried.

2021 PROPOSED  
FOOD SERVICE/RFE  
FEES PUBLIC  
HEARING

Ms. Hymore-Tester moved to open the Public Hearing for the proposed Food Service/RFE Program Fees. Seconded by Mr. Overmyer. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried. There was no public in attendance. Mr. Overmyer moved to close the Public Hearing for the Food Service/Retail Food Establishment Program Fees. Seconded by Dr. Jackson. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried.

2021 PROPOSED  
FOOD SERVICE/RFE  
FEES RESOLUTION  
2021-01  
(Second Reading)

Mr. Overmyer moved to conduct the second reading of Resolution 2021-01 by title only. (Attached) Seconded by Dr. Jackson. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Dr. Jackson moved to approve the second reading. Seconded by Ms. Hymore-Tester. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried.

WAUFORD  
HSTS VARIANCE

Ms. Brown stated that Jerry Wauford has requested a variance from the Board of Health, to replace his private household sewage treatment system at his home at 9777 W. Locust Point, Carroll Township. She explained that the homeowner does not have enough distance clearance for the hardscape, and will be installing a new system with a UV light. Mr. Overmyer moved to grant the variance to Jerry Wauford to replace his household sewage treatment system at 9777 W. Locust Point Road, Carroll Township. Seconded by Dr. Jackson. Motion carried.

ACTIVITY REPORTS

Ms. Crowell presented the October 2020 Nursing Activity Report.  
Ms. Brown presented the October 2020 Environmental Health Activity Report.

Mr. Niese gave the Board an update of the Health Education and Accreditation Division.

#### FISCAL REPORTS

##### 1. HH Accts. Recv.

Ms. Baumgartner presented the October 2020 Home Health Accounts Receivable Report.

##### 2. Financial Report

Ms. Baumgartner presented the October 2020 Board of Health Financial Report.

#### 2020 ADDITIONAL APPROPRIATIONS

Mr. Bingham recommended the Board approve the 2020 Additional Appropriations. (Attached) Mr. Overmyer moved to approve the Additional Appropriations as presented. Seconded by Dr. Jackson. Motion carried.

#### GRANTS / CONTRACTS

##### 1. 2022 RHWP RFP

Mr. Bingham requested Board approval to apply to the Ohio Department of Health (ODH) for the 2022 Reproductive Health and Wellness Program (RHWP) Grant. Ms. Hymore-Tester moved to authorize Mr. Bingham to apply to ODH for the RHWP Grant. Seconded by Dr. Jackson. Motion carried.

##### 2. 2020-2021 PIB SCHOOL CONTRACT

Ms. Crowell briefly described the Put-in-Bay School Nursing Services provided by the contract with the Put-in-Bay Board of Education. Dr. Jackson moved to authorize Mr. Bingham to renew the contract with the Put-in-Bay Board of Education for School Nursing Services for the 2020-2021 school year, with no fee increase. Seconded by Ms. Hymore-Tester. Motion carried.

#### HEALTH COMM REPORT

Mr. Bingham presented the Health Commissioner's Report to the Board. He gave a brief update on recent COVID activities, informing the Board that Ottawa County is rapidly increasing in its number of COVID cases. Contact tracing is becoming the primary focus at this time.

The health department will be conducting pop-up COVID testing at the Ottawa County Fairgrounds on Friday, November 13, 2020, in conjunction with Ottawa County Emergency Management, the National Guard and approximately 30 volunteers.

The owner of 20<sup>th</sup> Century Lanes in Oak Harbor, Michael Renz, has filed a lawsuit against the Ohio Department of Health, Dr. Acton, Dr. Himes, and the Ottawa County Health Department. The attorneys provided through the Public Entities Pool Insurance, PERSO, will be representing the health department. Mr. Bingham explained that the department did not close the business, it has been closed for remodeling. He will keep the Board updated on the progress of this case.

Reminder – training requirements for the Board must be completed by the end of 2020.

The staff continues to work hard and positive feedback has been given from the community and our partners.

#### OTTAWA COUNTY COURTHOUSE HOLIDAYS

Mr. Bingham recommended that the Ottawa County Health Department adopt to implement the same holiday schedule as adopted by the Ottawa County Commissioners. Mr. Overmyer moved to adopt the holiday schedule as set by the Ottawa County Commissioners yearly, from this point forward. Seconded by Ms. Hymore-Tester. Motion carried.

MEETINGS

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

BILL APPROVALS

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

Mr. Overmyer moved to enter into open session. Seconded by Ms. Hymore-Tester. Motion carried.

2021 WAGE  
INCREASE

Dr. Jackson moved to approve a 4% salary increase for all eligible health department employees (employed by the Ottawa County Health Department for one year), effective December 20, 2020. Seconded by Mr. Overmyer. Motion carried.

2020 APPRECIATION  
BONUS

Ms. Hymore-Tester moved to approve an appreciation bonus for all health department employees, to be issued with the next scheduled paycheck. Seconded by Dr. Jackson. Motion carried.

Next Meeting Date    December 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

# RESOLUTION 2021-01

## Resolution Establishing Retail Food Establishment/ Food Service Operation License Fees in the Ottawa County General Health District

A resolution amending the fees as they pertain to the Retail Food Establishment/Food Service Operation Program.

Whereas the Ottawa County Board of Health needs fees to conduct the Retail Food Establishment/Food Service Operation Program in order to properly carry out its responsibilities and duties in meeting its obligation to protect the public's health and welfare;

Therefore, under the authority of Section 3709.09 and 3717 of the Ohio Revised Code, be it resolved by the Board of Health of the Ottawa County General Health District that the following fees be adopted.

The cost of a license for a Retail Food Establishment/Food Service Operation as defined in 3717.01 of the Ohio Revised Code shall be any amount determined by the Public Health Council pursuant to Section 3717.25 and 3717.45 of the ORC plus the following fee:

<u>RFE/FSO</u>	<u>Local Fee</u>	<u>RFE/FSO</u>	<u>Local Fee</u>
Level 1<25,000 Sq Ft	\$175.26	Level 1>25,000 Sq Ft	\$238.61
Level 2<25,000 Sq Ft	\$193.26	Level 2>25,000 Sq Ft	\$249.41
Level 3<25,000 Sq Ft	\$339.40	Level 3>25,000 Sq Ft	\$800.13
Level 4<25,000 Sq Ft	\$421.47	Level 4>25,000 Sq Ft	\$846.21
Mobile RFE/FSO			\$74.46
Temporary Retail Food Establishment/Day			\$44.25
Temporary Food Service Operation/Day			\$44.25
Vending Machine Location			\$20.74

**This resolution shall take effect and be in force from and after the earliest period allowed by law.**

Roll call vote: Mr. Deerhake-\_\_\_\_; Ms. Hymore-Tester-\_\_\_\_; Dr. Jackson-\_\_\_\_; Mr. Schramm-\_\_\_\_; Mr. Overmyer-\_\_\_\_; Mr. Moritz-\_\_\_\_.

ADOPTED BY THE OTTAWA COUNTY BOARD OF HEALTH  
THIS 12<sup>th</sup> DAY OF JANUARY, 2021.

\_\_\_\_\_  
Greg Deerhake, President  
Ottawa County Board of Health

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Gerald W. Bingham, Jr, MPH, RS, Secretary  
Ottawa County Board of Health

**OTTAWA COUNTY HEALTH DEPARTMENT  
2020 ADDITIONAL APPROPRIATION  
November 10, 2020**

<b>FUND:</b>	<b>LINE ITEM:</b>	<b>AMOUNT</b>
004 General Board of Health	004.0044.510200 Salary	\$ 110,000.00

# BILLS PAID

## NOVEMBER

### 2020

ALLSHRED SERVICES	\$42.85	MAGRUDER HOSPITAL	\$158.00
SHREDDING		PT/OT SERVICES FOR 10/20	
AMAZON CAPITAL SERVICES, INC.	\$58.97	MILLER BOAT LINE	\$20.00
SUPPLIES FOR OCTOBER		FERRY TICKETS	
BINGHAM	\$54.63	MORITZ	\$80.00
TRAVEL - OCTOBER		FINANCE COM MTG 11/02	
BROWN	\$235.18	MORITZ	\$80.00
TRAVEL - OCTOBER		BOARD MTG 11/10/20	
CAPUANO	\$50.03	MT BUSINESS TECHNOLOGIES	\$98.76
TRAVEL - OCTOBER		COPIER SERVICE FOR 10/20	
CELLIER	\$9.20	NIESE	\$40.25
TRAVEL - OCTOBER		TRAVEL - OCTOBER	
CENTER FOR DISEASE DETECTION, LLC	\$26.00	OHIO DIVISION OF REAL ESTATE	\$5.00
FP LAB FEES		BURIAL PERMIT	
CONCORDANCE HEALTHCARE	\$23.66	OHIO TELECOM	\$99.95
SUPPLIES FOR OCTOBER		FIBER CONCT 11/15-12/15	
CROS.NET, INC.	\$99.00	OVERMYER	\$80.00
ANNUAL DIAL UP FEE		BOARD MTG 11/10/20	
CROWELL	\$15.86	P.T. SERVICE INC.	\$3,571.00
COVID LABELS		PT/OT SRVC FOR 10/20	
CROWELL	\$13.23	PERRY PROTECH	\$70.95
TRAVEL - OCTOBER		COPIER SERVICE FOR 11/20	
DEERHAKE	\$80.00	PERRY PROTECH	\$70.95
FINANCE COM MTG 11/02		COPIER SERVICE FOR 12/20	
DEERHAKE	\$80.00	PERS	\$8,416.16
BOARD MTG 11/10/20		PERS PAYMENT NOVEMBER	
DELL USA L.P.	\$7,599.31	RIVERVIEW INDUSTRIES, INC.	\$1,052.35
EQUIPMENT		CUST. SERV FOR 10/20	
ERIE COUNTY GENERAL HEALTH	\$126.00	ROBERTS	\$115.50
WATER SAMPLES		COVID-19 CT	
FACER	\$416.88	RUSH	\$205.85
TRAVEL - OCTOBER		TRAVEL - OCTOBER	
FOX	\$89.13	SANDATA TECHNOLOGIES	\$465.24
TRAVEL - OCTOBER		HOME PRO SERVICES	
FREMONT UNIFORM SHOPPE	\$1,227.75	SEGAARD	\$4.60
HH SCRUBS		TRAVEL - OCTOBER	
HEIN	\$52.90	SHOPLET.COM	\$145.43
TRAVEL - OCTOBER		SUPPLIES FOR OCTOBER	
HYMORE-TESTER	\$80.00	STAPLES	\$1,415.41
BOARD MTG 11/10/20		SUPPLIES - OCTOBER	
HYMORE-TESTER	\$80.00	STERLING PC MAINTENANCE SOLUTIONS	\$530.00
FINANCE COM MTG 11/02		COMPUTER CONTRACT	
JACKSON	\$80.00	TRISTANO	\$288.08
BOARD MTG 11/10/20		TRAVEL - OCTOBER	
MAGRUDER HOSPITAL	\$86.67	ULINE	\$747.02
EPINEPHRINE		SUPPLIES FOR OCTOBER	
MAGRUDER HOSPITAL	\$45.00	UNITED PARCEL SERVICE	\$38.69
HH ON CALL 10/20		SERVICES FOR 10/20-11/20	

VERIZON WIRELESS	\$388.04
CELL PHONES	
WADE	\$41.40
TRAVEL - OCTOBER	
WELLSKY	\$100.00
HHCAPS - 11/20	
WITTMAN	\$20.13
TRAVEL - OCTOBER	