



1843 Oakwood Avenue Phone: (419) 599-5545
Napoleon, OH 43545 Fax: (419) 592-6400
www.henrycohd.org

Anne Goon, MS, RD, LD, Health Commissioner

HENRY COUNTY BOARD OF HEALTH MEETING

Held Wednesday, April 13, 2016

Call to Order

Roger Richard, President, called the Board of Health meeting to order at 12:34 p.m. The meeting was held in Conference Room A of the Henry County Health Department. A quorum was present.

Board Members Present

Roger Richard, President
Joel Miller, President Pro-Tempore
Marilyn Bremer, RN
Doug Lindsey, MD
Sharon Miller
Char Weber

Staff Present

Anne Goon, MS, RD, LD, Health Commissioner
Julie McHugh, Fiscal Officer
Vi Ordaz, Office Manager
Marianne Shawley, RN, BA, Quality Improvement/Accreditation Coordinator

Public Present

Jen Lazenby, Northwest Signal
Bob Hastedt, County Commissioner

ELECTIONS OF OFFICERS AND COMMITTEE ASSIGNMENTS

Roger Richard opened the floor for nominations for Board President. Char Weber moved to appoint Roger Richard. Sharon Miller seconded the motion. The motion passed unanimously.

Roger Richard opened the floor for nominations for Board President Pro-Tempore. Char Weber moved to appoint Joel Miller. Dr. Doug Lindsey seconded the motion. The motion passed unanimously.

Roger Richard, President, appointed Joel Miller and Char Weber to the Personnel/Finance/Audit Committee, in addition to himself.

APPROVAL OF CONSENT AGENDA R23.16

The Board of Health reviewed the consent agenda. Joel Miller moved to approve the agenda with the minor highlighted corrections of the March minutes noted by the Health Commissioner:

- A. Minutes of March 16, 2016, Board of Health meeting
- B. Management Reports for March 2016:
 1. Health Commissioner's Monthly Activity Report
 2. Community Health, Environmental Health, Personal Health, and Administration Monthly Section Reports
 3. March 2016 Communicable Disease Report

4. March 2016 Service Statistics Report
 5. Performance Management Report
 6. Accreditation Report
- C. Personnel items:
1. Extension of Probationary Period: Janelle Cline, Home Health/Hospice PHN 2, extended from 3/26/16 to 6/26/16
- D. Financial Statements
- The total cash balance for March 2016 for all funds combined increased by \$11,014.55 to \$3,366,431.13. The general fund balance was \$1,587,269.70 at the end of March, an increase of \$38,652.24 from February. The general fund balance is currently at 11.4 months of operating reserves (286% of the 2016 minimum fund balance goal).
- E. Contracts and Agreements:
1. Amendment to existing Hospice and Home Health Network Participation Agreements with Clinical Specialties Network Services

Dr. Doug Lindsey seconded the motion. The motion approving the consent agenda passed unanimously.

ACTION AND DISCUSSION ITEMS

Health Commissioner's Report:

Commissioner Goon provided updates on important activities completed during the past 30 days:

1. Most Health Department managers are participating in a regional mass fatality functional exercise today and have been excused from the Board meeting.
2. Napoleon City Council will be considering the draft contract revision between itself and the District Advisory Council (DAC) re: the appointment of Board of Health members. Once approved, the DAC will convene a special meeting to appoint a Board member to fill the vacancy created by the dissolution of the District Licensing Council.
3. 6-Pact leaders have completed draft bylaws and an agreement to form a public health shared services Council of Governments (COG) that each health department's legal counsel is reviewing. These documents will be shared with 6-Pact Board of Health representatives on April 28, 2016.
4. On behalf of the 6-Pact, Ms. Goon partnered with a mature, 18-county COG serving Boards of Developmental Disabilities (known as MEORC) to submit a proposal to the Directors of Health and Developmental Disabilities (DD) last week. The proposal requests funds for MEORC to help the 6-Pact establish a public health shared services COG without unnecessarily duplicating administrative, "back office" infrastructure. The proposal also explores how public health/DD collaborations could impact the health of the population of Ohioans living with developmental disabilities. The Directors, Ms. Goon, and MEORC representative will be meeting next week. If funded, this would reduce the initial investment the 6-Pact Boards of Health would need to make to establish the public health COG.
5. Marianne Shawley, Bethany Wachter, Joy Ermie, and Ms. Goon attended the Open Forum for Quality Improvement in Public Health in Indianapolis last week. Their presentations were well received. The group had a photo taken with Kaye Bender, CEO of the Public Health Accreditation Board, presenting the Health Department's accreditation plaque. In addition to answering questions about how local health departments are responding to Ohio's mandate to achieve accreditation, Ms. Goon also learned about a mini-grant that the 6-Pact is eligible to apply for to help with its COG formation efforts.

Ms. Goon also reminded Board members of the Accreditation Open House and Celebration with community partners scheduled for 2:30-4:30 pm. A formal presentation will be made at 3:00 pm.

PEOPLE

Joel Miller moved to formally approve the following personnel actions taken by the Health Commissioner:

1. Employment: Jill Stephens, RN, full-time Home Health/Hospice PHN 2, effective 5/2/2016, at an hourly rate of \$22.50.
2. Employment in Additional Position: Katelyn Britenriker, MSW, LSW, part-time Medical Social Worker, effective 4/14/2016
3. Resignation:
 - a. Sarah Behnfeldt, intermittent Home Health/Hospice PHN 2, effective 3/25/2016
 - b. Amberly Abbott, Hospice Patient Coordinator/PHN 3, effective 5/6/2016
4. Resignation for Retirement: Dianna Delventhal, RN, full-time Home Health/Hospice PHN 2, effective 7/11/2016

The motion was seconded by Sharon Miller. The motion passed unanimously, resulting in its adoption.

QUALITY

Declaration of Emergency and Emergency Adoption of Temporary Campground Categories and Fees for 2016 R24.16

Dr. Doug Lindsey moved the adoption of the following resolution:

Whereas, the Henry County General Health District is acting under the authority vested in it by the Ohio Revised Code; and

Whereas, Section 3709.21 of the Ohio Revised Code provides that the Board of Health may adopt regulations necessary for the public health; and

Whereas, license fees are adopted in the form of rules under the authority of Section 3709.09 of the Ohio Revised Code; and

Whereas, the Ohio Department of Health has established rules governing the categories and methodology for establishing fees for the Campground program; and

Whereas, the Campground Program rules and fee categories became effective April 1, 2016; and

Whereas, the licensing season for Temporary Campgrounds is imminent; and

Therefore, be it resolved, by the District Board of Health of Henry County, Ohio, that emergency adoption of fees is warranted for the following categories of the Campground program OAC 3701-26-03 (J):

(9a) Temporary Campgrounds with fifty or fewer sites: \$25.00 per event

(9b) Temporary Campgrounds with more than fifty sites \$25.00 per event
These campgrounds will be charged an additional fee of \$1.50 per site in excess of fifty.

Char Weber seconded the motion, and the motion passed unanimously resulting in its adoption.

GROWTH
2016-2018 Strategic Plan

Ms. Goon provided an update of the progress being made on the 2016-2018 Strategic Plan. 2016 objectives, agency and program performance measures, and strategies have been created for all 5 pillars. Managers reviewed at a recent management team meeting and will be providing feedback before everything is finalized.

FINANCE
Approval of Bills

The Board of Health reviewed the March bills. Fiscal Officer Julie McHugh reported that she has been very busy working with payroll updates in the new Abila MIP Fund Accounting software. She has created a new, more succinct report for bills, but she is open to suggestions for improvement. Joel Miller suggested that the description of bills in the new format is very helpful.

Joel Miller moved that the March bills be approved for payment. Sharon Miller seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of Intrafund Transfers R25.16

Char Weber moved that the Henry County Auditor be requested to make the following Intrafund Transfers:

1. \$5,000.00 from 5120-5200-50040 (FC2 Supplies) to 5120-5200-50120 (FC12 Other)-Hospice Restricted
2. \$10,000.00 from 5000-5200-50200 (E5 Contract) to 5000-5200-50050 (E3 Equipment)-Health
3. \$1,000.00 from 5050-5200-50120 (TN12 Other) to 5050-5200-50050 (TN3 Equipment)-Environmental
4. \$1,000.00 from 5040-5200-51110 (PG13 Transfer) to 5040-5200-50040 (PG2 Supplies)-PHEP

Marilyn Bremer seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of 2016 Sliding Fee Scale R26.16

Joel Miller moved to approve the 2016 Sliding Fee Scale for services supported with grant funds from Ohio Department of Health (i.e., Reproductive Health and Wellness Program). The sliding fee scale is revised annually and published in the Federal Register. The scale is used to determine the fee clients must pay for services, based on family size and income.

Henry County Health Department Sliding Fee Scale 2016 as provided by Ohio Department of Health									
Assessed Rate	Household Size								
	1	2	3	4	5	6	7	8	
annual	\$ 11,880	\$ 16,020	\$ 20,160	\$ 24,300	\$ 28,440	\$ 32,580	\$ 36,730	\$ 40,890	
0% monthly	\$ 990	\$ 1,335	\$ 1,680	\$ 2,025	\$ 2,370	\$ 2,715	\$ 3,061	\$ 3,408	
0% weekly	\$ 228	\$ 308	\$ 388	\$ 467	\$ 547	\$ 627	\$ 706	\$ 786	
20% annual	\$ 11,881 - \$ 16,334	\$ 16,021 - \$ 22,027	\$ 20,161 - \$ 27,719	\$ 24,301 - \$ 33,412	\$ 28,441 - \$ 39,104	\$ 32,581 - \$ 44,797	\$ 36,731 - \$ 50,503	\$ 40,891 - \$ 56,223	
20% monthly	\$ 991 - \$ 1,360	\$ 1,336 - \$ 1,835	\$ 1,681 - \$ 2,309	\$ 2,026 - \$ 2,783	\$ 2,371 - \$ 3,258	\$ 2,716 - \$ 3,732	\$ 3,062 - \$ 4,208	\$ 3,409 - \$ 4,684	
20% weekly	\$ 229 - \$ 313	\$ 309 - \$ 423	\$ 389 - \$ 532	\$ 468 - \$ 642	\$ 548 - \$ 751	\$ 628 - \$ 860	\$ 707 - \$ 970	\$ 787 - \$ 1,080	
40% annual	\$ 16,335 - \$ 20,789	\$ 22,028 - \$ 28,034	\$ 27,720 - \$ 35,279	\$ 33,413 - \$ 42,524	\$ 39,105 - \$ 49,769	\$ 44,798 - \$ 57,014	\$ 50,504 - \$ 64,277	\$ 56,224 - \$ 71,557	
40% monthly	\$ 1,361 - \$ 1,732	\$ 1,836 - \$ 2,335	\$ 2,310 - \$ 2,939	\$ 2,784 - \$ 3,543	\$ 3,259 - \$ 4,147	\$ 3,733 - \$ 4,750	\$ 4,209 - \$ 5,355	\$ 4,685 - \$ 5,962	
40% weekly	\$ 314 - \$ 399	\$ 424 - \$ 538	\$ 533 - \$ 677	\$ 643 - \$ 817	\$ 752 - \$ 956	\$ 861 - \$ 1,095	\$ 971 - \$ 1,235	\$ 1,081 - \$ 1,375	
60% annual	\$ 20,790 - \$ 25,244	\$ 28,035 - \$ 34,042	\$ 35,280 - \$ 42,839	\$ 42,525 - \$ 51,637	\$ 49,770 - \$ 60,434	\$ 57,015 - \$ 69,232	\$ 64,278 - \$ 78,050	\$ 71,558 - \$ 86,890	
60% monthly	\$ 1,733 - \$ 2,103	\$ 2,336 - \$ 2,836	\$ 2,940 - \$ 3,569	\$ 3,544 - \$ 4,302	\$ 4,148 - \$ 5,035	\$ 4,751 - \$ 5,768	\$ 5,356 - \$ 6,503	\$ 5,963 - \$ 7,240	
60% weekly	\$ 400 - \$ 484	\$ 539 - \$ 654	\$ 678 - \$ 823	\$ 818 - \$ 992	\$ 957 - \$ 1,161	\$ 1,096 - \$ 1,330	\$ 1,236 - \$ 1,500	\$ 1,376 - \$ 1,670	
80% annual	\$ 25,245 - \$ 29,699	\$ 34,043 - \$ 40,049	\$ 42,840 - \$ 50,399	\$ 51,638 - \$ 60,749	\$ 60,435 - \$ 71,099	\$ 69,233 - \$ 81,449	\$ 78,051 - \$ 91,824	\$ 86,891 - \$ 102,224	
80% monthly	\$ 2,104 - \$ 2,474	\$ 2,837 - \$ 3,337	\$ 3,570 - \$ 4,199	\$ 4,303 - \$ 5,062	\$ 5,036 - \$ 5,924	\$ 5,769 - \$ 6,787	\$ 6,504 - \$ 7,651	\$ 7,241 - \$ 8,518	
80% weekly	\$ 485 - \$ 570	\$ 655 - \$ 769	\$ 824 - \$ 968	\$ 993 - \$ 1,167	\$ 1,162 - \$ 1,366	\$ 1,331 - \$ 1,565	\$ 1,501 - \$ 1,765	\$ 1,671 - \$ 1,965	
100% annual	\$ 29,700	\$ 40,050	\$ 50,400	\$ 60,750	\$ 71,100	\$ 81,450	\$ 91,825	\$ 102,225	
100% monthly	\$ 2,475	\$ 3,338	\$ 4,200	\$ 5,063	\$ 5,925	\$ 6,788	\$ 7,652	\$ 8,519	
100% weekly	\$ 571	\$ 770	\$ 969	\$ 1,168	\$ 1,367	\$ 1,566	\$ 1,766	\$ 1,966	

FOR FAMILY UNITS WITH MORE THAN 8 MEMBERS, ADD \$4,160 FOR EACH ADDITIONAL FAMILY MEMBER.

SERVICES WILL NOT BE DENIED DUE TO INABILITY TO PAY.

BASED ON REVISED CSA POVERTY GUIDELINES PUBLISHED IN THE FEDERAL REGISTER ON 01/25/2016

Dr. Doug Lindsey seconded the motion. The motion passed unanimously.

Approval of Contract R27.16

Ms. Goon announced last month that quotes were obtained from eight different Internet Service Providers, with Ridgeville Telephone Company (RTEC) having the best pricing by far (approximately 85% less than the price ODH would have charged starting July 1, 2016). Ms. Goon presented RTEC’s quote to provide 10 Meg synchronous Internet services and 8 status Ips (5 usable)/29 network for a monthly fee of \$173.95 (\$2,087.40 annually). RTEC would waive the \$500.00 installation fee if a three-year or five-year contract is signed.

Joel Miller moved to approve a five-year contract with RTEC for the above Internet connection services. Char Weber seconded the motion. The motion passed unanimously, resulting in its adoption.

Char Weber stepped out of meeting at 1:15 pm. Bob Hastedt and Jen Lazenby left meeting at 1:16. Joel Miller stepped out of meeting at 1:16 pm; both Char Weber and Joel Miller returned at 1:17 pm.

BOARD OF HEALTH CONTINUING EDUCATION: OPIOID OVERDOSES AND PROJECT DAWN (PREVENTING DEATHS WITH NALOXONE)

The Board of Health viewed a recorded presentation by Marguerite Ermé, DO, MPH, Medical Director of Summit County Public Health, regarding opioid overdoses and Project DAWN (Preventing Deaths with Naloxone). Dr Ermé reviewed overdose data released by the Ohio Department of Health (ODH) in 2015, which revealed unintentional drug overdoses caused the deaths of 2,482 Ohioans in 2014 (18% more than 2013, and the highest ever in Ohio). Dr. Ermé reviewed overdose signs and symptoms, which can be related to prescription opioids- like Oxycodone or Fentanyl- and illegal opioids like heroin. Naloxone (aka “Narcan”) is a prescription medication that blocks the effects of opioids and reverses an overdose by displacing opioids from opiate receptors in the body. However, this wears off within 30-90 minutes, so it’s always critical to call 9-1-1 whenever Naloxone is given. Ohio HB 170 allows a physician or other health care professional with prescribing authority to prescribe or furnish Naloxone to a friend, family member, or other individual in a position to provide assistance to someone believed to be at risk of an opioid-related overdose. Several health departments in Ohio have Project DAWN clinics, including Summit County. These are community-based overdose education and naloxone distribution programs designed to save lives that would otherwise be lost to overdose deaths. Dr. Ermé reviewed the steps to implementing a Project DAWN program. Dr Ermé closed by noting 1) No one wakes up in the morning thinking that s/he will overdose that day, 2) Not everyone that overdoses is taking narcotics illegally, 3) If someone dies of an overdose, there is no chance for that person to undergo rehab, and 4) Someone (parents, siblings, children, friends) will mourn the death of the person who overdosed.

Char Weber stepped out of the meeting at 1:28 pm and returned at 1:29 pm.

Ms. Goon reported that all Ohio health departments were awarded funding in the SFY2016-2017 state budget to purchase and provide a limited quantity of Naloxone to local first responders. Julie Lauf, RN, Director of Personal Services, has been working with local law enforcement and EMS for several months to identify who wishes to receive these doses. The mutual decision was to provide doses to Napoleon Fire/EMS. Ms. Lauf will continue to explore if other EMS units in the county also wish to receive doses of Naloxone.

Dr. Lindsey stated that he felt greater emphasis should have been placed in the video on the importance of immediately calling 9-1-1, since the Naloxone wears off pretty quickly and multiple doses may be required to treat one person.

ADJOURNMENT

There being no further business, Roger Richard called for a motion to adjourn at 1:36 pm. Dr. Doug Lindsey moved for adjournment. Joel Miller seconded the motion. The motion passed unanimously.

The next regular Board of Health meeting was scheduled for Wednesday, May 18, 2016, at 12:30 p.m.

Roger Richard, President

Anne Goon, Secretary