



AGENDA

HENRY COUNTY BOARD OF HEALTH MEETING

Wednesday, July 13, 2016

12:30 PM

Vision: To be a public health leader that embraces excellence and collaboration to optimize the health of residents of Henry County and northwest Ohio.

Mission: To improve the quality of life of residents of Henry County and northwest Ohio through health promotion, health education, and disease prevention.

- I. Call to Order and Introduction of Guests
- * II. Approval of Consent Agenda
 - A. Minutes of June 15, 2016, Board of Health meeting
 - B. Management Reports for June 2016:
 - 1. Health Commissioner's Monthly Activity Report
 - 2. Community Health, Environmental Health, Personal Health, and Administration Monthly Section Reports
 - 3. June 2016 Communicable Disease Report
 - 4. June 2016 Service Statistics Report
 - 5. Performance Management Report
 - a. Food Service Operation Program- ODH Survey Report and Action Plan
 - b. Ohio's 2016 Public Health Quality Indicators Report
 - 6. Accreditation Report
 - C. Personnel items:
 - 1. Employment:
 - a. Cheryl Chupa, RN, full-time Home Health/Hospice PHN 2, effective 7/11/16
 - b. Audrianna Rosebrook, STNA, full-time Home Health Aide, effective 8/8/16
 - c. Erin Davis, RN, full-time Home Health/Hospice PHN 2, effective 7/25/16
 - 2. Resignation:
 - a. Heather Vance, RN, full-time Home Health/Hospice Clinical Manager, effective 7/13/16
 - 3. Probationary Termination:
 - a. Vickie Barber, part-time Home Health Aide, effective 6/22/16
 - D. Financial Statements
 - E. Contracts and Agreements:
 - 1. MOU for Epidemiology services- Fulton County Health Department (July 1, 2016- June 30, 2017; \$8,393)
 - 2. Nursing Services Agreement for Infusion Administration- Dohmen Life Science Services LLC (8/1/16-1/31/17; \$140.00 per nursing visit)
 - 3. Hosted Software Services Agreement for Schools United in Disease Surveillance (SUDS) program- Level 33 Applications LLC (2016-2017 school year; \$900.00)
- III. Action and Discussion Items
 - A. Health Commissioner's Report
 - B. People

Asterisk (*) indicates where Board action is required.

If you are unable to attend this meeting, please notify Vi Ordaz at 419-591-3011 or vordaz@henrycohd.org.

- * 1. Revision of Drug-Free Workplace Policy
- * 2. Creation of Licensed Practical Nurse position for Home Health/Hospice program
- * 3. Reclassification of Help Me Grow positions:
 - a. Service Coordinator/Home Visitor position- from Class Title “Social Program Coordinator” (Class Number 69412C) to Class Title “Social Program Specialist” (Class Number 69411C)
 - b. Service Coordinator/RN/Home Visitor position- Title changed to Early Intervention Service Coordinator/Nurse; Class Title and Number changed from “Public Health Nurse 2” (Class Number 01022) to Class Title “Social Program Coordinator (Nurse)” (Class Number 69412C-Nurse); Employment Status changed from part-time to full-time
- * 4. Creation of Service Coordinator/Home Visitor/Nurse position for Help Me Grow program
- * 5. Employment
 - a. Heather Vance, RN, intermittent Home Health/Hospice PHN 2, effective 7/14/16
 - b. Danielle Hedeon, RN, part-time Social Program Specialist (Nurse), effective 7/25/16
- * 6. Out of State Travel
 - a. Joy Ermie, Open Forum for Quality Improvement in Public Health, Salt Lake City, UT, 10/6-7/16 (registration waived)
- C. Finance
 - * 1. Adoption of Severance Fund Policy
 - * 2. Creation of Severance Fund
 - * 3. Payment of Bills
 - * 4. Intrafund Transfers
 - a. \$3,000.00 from 5000-5200-50040 (Supplies) to 5000-5200-50100 (Advertising)-Health
 - b. \$500.00 from 5070-5200-50020 (Salaries) to 5070-5200-50010 (Advertising)-RHWP
 - c. \$5,000.00 from 5000-5200-50020 (Salaries) to 5000-5200-50050 (Equipment)-Health
 - * 5. Cash Transfer
 - a. \$11,595.00 from 5030-5200-51110 Appropriation G13 (Transfer-Hospice) to 5000-5200-40490 Revenue E13 (Transfer-Health)
 - * 6. Contracts
 - a. Provider Agreement for Passport Services- Area Office on Aging of Northwestern Ohio Inc. (June 2016-June 2018)
 - b. Professional Service Agreement with EK Computer (August 2016-July 2017; \$47,700.00)
 - c. 2016-2017 Parochial School Nursing Contracts- St. Augustine, St. John, St. Paul
- V. Board of Health Continuing Education: The Board of Health’s Role in Food Safety
- VI. Adjournment

Next meeting is scheduled for Wednesday, August 17, 2016, at 12:30 pm, at Henry County Health Department, 1843 Oakwood Avenue, Napoleon, OH.

Action items are indicated by *.

For quorum purposes, please contact Vi Ordaz at vordaz@henrycohd.org or (419) 599-5545 if you are unable to attend the meeting.

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