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Anne Goon, MS, RD, LD, Health Commissioner

HENRY COUNTY BOARD OF HEALTH MEETING

Held Wednesday, October 19, 2016

Board Members Present

Roger Richard, President
Joel Miller, President Pro-Tempore
Marilyn Bremer, RN
Sharon Miller
Char Weber
Al Wiederwohl

Staff Present

Anne Goon, MS, RD, LD, Health Commissioner
Julie Lauf, RN, Director of Personal Health Services
Jon Lindsay, RS, Director of Environmental Health Services
Julie McHugh, Fiscal Officer
Vi Ordaz, Office Manager
Marianne Shawley, RN, BA, Quality Improvement/Accreditation Coordinator
Bethany Wachter, MPH, Director of Community Health Services

Public Present

Mariah Culpepper, Northwest Ohio Consortium for Public Health (UT), MPH student
Destiny Keefer, Northwest State Community College, accounting intern
Bob Hastedt, County Commissioner
Jen Lazenby, Northwest Signal

CALL TO ORDER AND INTRODUCTION OF GUESTS

Roger Richard, President, called the Board of Health meeting to order at 12:36 p.m. The meeting was held in Conference Room A of the Henry County Health Department. A quorum was present.

Mariah Culpepper is a MPH student at the University of Toledo through the Northwest Ohio Consortium for Public Health. She is attending today's meeting to fulfill a class assignment.

Destiny Keefer is working on an associate's degree in accounting at Northwest State Community College; she is completing 300-hour internship with Ms. McHugh this semester.

APPROVAL OF CONSENT AGENDA R81.16

Marilyn Bremer moved to approve the consent agenda consisting of the following items:

- A. Minutes of September 14, 2016, Board of Health meeting
- B. Management Reports for September 2016:
 1. Health Commissioner's Monthly Activity Report
 2. Community Health, Environmental Health, Personal Health, and Administration Monthly Section Reports
 3. September 2016 Communicable Disease Report
 4. September 2016 Service Statistics Report

5. Performance Management and Accreditation Reports

C. Financial Statements

The total cash balance for September 2016 for all funds combined decreased by \$23,441.44 to \$3,394,606.10. The general fund balance was \$1,601,425.18 at the end of September, a decrease of \$83,101.58 from August. The general fund balance is currently at 11.5 months of operating reserves (289% of the 2016 minimum fund balance goal).

D. Contracts and Agreements:

1. Software Maintenance Agreement for Health District Information System (HDIS)- The Baldwin Group, Inc. (10/20/16-10/19/17; \$1,348.87)

This renews the existing software maintenance agreement for several HDIS modules that are still needed (e.g., BCMH services, Environmental Health programs not on HealthSpace). Costs are charged to the individual programs. The contract period of this software maintenance agreement is October 20, 2016-October 19, 2017.

2. Amendment to Henry County Health Assessment Agreement- Hospital Council of Northwest Ohio

Participant incentives were built into the fee for the Community Health Status Assessment (for both individuals and schools). All four Henry County schools donated their incentives (totaling \$1,200.00), back, thereby reducing the cost from \$40,000 to \$38,800. The amendment reflects this reduced fee.

The following contributions were received for the Health Assessment: Henry County Hospital \$14,850; Four County ADAMhs Board \$5,000; United Way \$4,300; Community Health Services \$1,000; Barbara Hoffman \$100. Henry County Health Department paid \$13,550, with \$4,000 coming from the CFHS grant.

3. Addendum #2 to Ebola Supplemental Grant- Lucas County Regional Health District
This addendum extends the Ebola Supplemental Grant until March 31, 2017; total compensation is unchanged.

4. MOA for Provision of Health Education Services to Liberty Center Local Schools (9/1/16-6/30/17; \$1,000.00)

Henry County Health Department health educators will provide 10 nutrition and physical activity education session to students participating in Liberty Center Schools' 21st Century Community Learning Center. The cost per session is \$100.00, with total cost of \$1,000.00. The effective period is September 1, 2016, to June 30, 2017.

5. MOA for Provision of Health Education Services to Napoleon Area City Schools (9/1/16-6/30/17; \$1,500.00)

Henry County Health Department health educators will provide 15 nutrition and physical activity education session to students participating in Napoleon Area Schools' 21st Century Community Learning Center. The cost per session is \$100.00, with a total cost of \$1,500.00. The effective period for this MOA is September 1, 2016 through June 30, 2017.

6. Certified Application Counselor Designated Organization Agreement- Centers for Medicare & Medicaid Services

Henry County Health Department has applied to become a Certified Application Counselor Organization to assist local residents with enrolling in health insurance on the Marketplace, in support of the Community Health Improvement Plan/Healthcare Access priority area. Legal counsel reviewed and approved the agreement. Final approval by CMS is pending.

7. Agreement for SFY2017 Chlamydia/Gonorrhea Medication Project- Ohio Department of Health
Henry County Health Department will continue to receive federally- or state-funded medications from ODH to treat patients who have tested positive for STDs; medications are provided to patients at no charge. Henry County Health Department will report diagnosis and treatment of STDs to ODH. The effective period is July 1, 2016-June 30, 2017.
8. Amendment to Provider Agreement- CareSource
The Health Department's existing contract with CareSource has been amended, effective 8/31/16, to 1) expand coverage to include family planning services, immunizations, and other related services customarily provided by public health departments; 2) add CareSource's Just4Me insurance product (available on the Marketplace); and 3) add Defiance County General Health District as an additional location where Henry County Health Department provides family planning services.
9. Joint Letter of Engagement for Legal Services for MEORC/6-Pact COG Research Project- Bricker & Eckler, Attorneys at Law
Bricker & Eckler (specifically, Attorney Susan Greenberger) is being jointly engaged by MEORC and Henry County Health Department to provide professional legal services to meet one of the deliverables of the MEORC/6-Pact COG project. Namely, she will be identifying any legal barriers to the 6-Pact health districts partnering or contracting with MEORC to provide "back office" administrative services for a public health shared services Council of Governments.

Joel Miller seconded the motion. The motion passed unanimously, with Char Weber abstaining due to a conflict of interest, resulting in its adoption.

ACTION AND DISCUSSION ITEMS

Health Commissioner's Report:

Commissioner Goon provided updates on important activities completed during the past 30 days and/or occurring in the next 30 days:

1. Helping Residents Obtain Health Insurance Coverage: The Centers for Medicare and Medicaid Services have officially designated Henry County Health Department as a Certified Application Counselor Organization, which means trained staff will be able to help consumers look for and enroll in health coverage options through the Marketplace. Four staff are currently completing the required training and will be meeting with the Department of Job Family Services (DJFS) staff to learn more about Medicaid. This new service will be formally announced as soon as the training is completed. The goal is to be ready for open enrollment which starts November 1, 2016.
2. State Health Improvement Plan (SHIP): Ms. Goon continues to serve on the Advisory Committee for the State Health Assessment and Improvement Plan. Three priority areas have been identified for the 2017-2019 SHIP: 1) Mental health and addiction, 2) Chronic disease, and 3) Maternal and child health. Outcome measures have been selected for each priority area. The committee is currently working on prioritizing evidence-based strategies that will be recommended for implementation at the local, regional, and/or state level.
Local coalitions (like Henry County Health Partners) are expected to align local Community Health Improvement Plans (CHIPs) with the SHIP by 2020. ODH is currently working on a guidance document to assist with this. Henry County's priority areas and

outcome measures are already aligned. It's not clear if current local strategies will align, since the state's menu of strategies isn't fully done yet.

3. Upcoming Assessment of Health Departments' Accreditation Readiness: The Ohio Department of Health has contracted with Ohio State University Center for Public Health Practice to: 1) develop profiles of all local health departments, including accreditation readiness; 2) facilitate pathway action plans to ensure Ohioans receive services from an accredited organization (e.g., sharing services through a Council of Governments; contracting with an accredited health department for core public health services; voluntary merging with another health department.; or involuntarily being merged with another department.); and 3) provide technical assistance, training, and support to help health departments achieve accreditation or pursue one of these alternate pathways. This assessment process will start at the end of October; action plans will be required for unaccredited health departments by March 2017.

OSU will be providing a two-day performance management workshop in early Dec for 15 LHD teams. Ms. Goon has been invited to be trained as a Performance Management coach/mentor. Based upon previous information, OSU will be either contracting with Henry County Health Department for her services or contracting directly with her as an individual. However, a contractual document has not been received yet.

PEOPLE

Core Competencies for Workforce Development R82.16

Quality Improvement/Accreditation Coordinator Marianne Shawley presented a revised Core Competencies for Public Health Professionals model. The model describes the competencies needed by support staff, program staff, managers/supervisors, and directors/senior leaders related to Communication Skills, Community Dimensions of Practice, Cultural Competency, Policy Development/Program Planning, Public Health Sciences, Analysis and Assessment, Financial Management and Training, Leadership and Systems Thinking, and General Office Skills. The model will be incorporated into the updated Workforce Development Plan.

Joel Miller moved to accept the revised Core Competencies model as presented. Sharon Miller seconded the motion. The motion passed unanimously.

Out of State Travel R83.16

Joel Miller moved to approve the following out-of-state travel:

1. Julie McHugh and Nancy Bannister- MIP Fund Accounting User Group Meeting, Ft Wayne, IN, 10/12/16

Char Weber seconded the motion. The motion passed unanimously.

QUALITY

First Reading of Regulation Establishing Fee Schedules for Food Service Operations and Retail Food Establishments for 2017-2018 Licensing Period R84.16

Joel Miller moved to approve the first reading of a regulation establishing fee schedules for food service operations and retail food establishments for the 2017-2018 licensing period, as follows:

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

Whereas, Retail Food Establishment License fees are adopted in the form of rules under authority of section 3717.25 of the Ohio Revised Code; and

Whereas, Food Service Operation License Fees are adopted in the form of rules under authority of Section 3717.45 of the Ohio Revised Code; and

Whereas, the Ohio Department of Health and Ohio Department of Agriculture have established rules governing the categories and methodology for establishing fees for the Food Service and Retail Food Establishment programs; and

Whereas, the adopted fees are necessary to cover the costs of administering the Food Service and Retail Food Establishment programs in Henry County; and

Whereas, the Ohio Department of Health and Ohio Department of Agriculture have established an additional fee to be collected and transmitted to the state; and

Whereas, 3701-21.02 OAC and 901:3-4-02 require a 25% late fee for the programs governed by these sections;

Therefore, be it resolved, by the District Board of Health of Henry County, Ohio, that after giving due thought and proper consideration, the following fee schedule be adopted and become effective on January 1, 2017.

I. Food Service Operations and Retail Food Establishments

A. License fees Operations < 25,000 square feet

- | | |
|-------------------|--------------------------|
| 1. Risk Level I | \$ 105.58 plus state fee |
| 2. Risk Level II | \$ 118.86 plus state fee |
| 3. Risk Level III | \$ 226.67 plus state fee |
| 4. Risk Level IV | \$ 287.22 plus state fee |

B. License fees Operations \geq 25,000 square feet

- | | |
|-------------------|--------------------------|
| 1. Risk Level I | \$ 152.32 plus state fee |
| 2. Risk Level II | \$ 160.28 plus state fee |
| 3. Risk Level III | \$ 566.57 plus state fee |
| 4. Risk Level IV | \$ 600.57 plus state fee |

C. Other License fees

- | | |
|-------------------------|---------------------------|
| 1. Mobile Operations | \$ 108.36 plus state fee |
| 2. Temporary Operations | \$ 20.92 per day of event |
| 3. Vending Locations | \$ 15.08 plus state fee |

II. Late Fee

- | | |
|---------------------|--------------------------|
| A. Late Fee Penalty | 25% of local license fee |
|---------------------|--------------------------|

Previous Regulations

Regulations previously adopted by the Board governing Fee Schedules for the Food Service and Retail Food Establishment programs are hereby amended.

Effect of Partial Invalidity

Should any part of this regulation be declared invalid or unconstitutional for any reason, the remainder of this regulation shall not be affected thereby.

Effective Date

The effective date of this regulation shall be January 1, 2017.

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

FINANCE

Approval of Bills

The Board of Health reviewed the September bills. Char Weber moved that the September bills be approved for payment. Sharon Miller seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of Intrafund Transfers R85.16

Marilyn Bremer moved that the Henry County Auditor be requested to make the following Intrafund Transfers:

1. \$5,052.38 from 5140-5200-50120 (Other) to 5140-5200-51110 (Transfer)- Safety Net Dental (to correct balance to \$0.00)
2. \$1,600.00 from 5030-5200-50100 (Advance) to 5030-5200-50370 (Medicare)- Hospice
3. \$500.00 from 5040-5200-51110 (Transfer) to 5040-5200-50110 (Travel)- PHEP
4. \$8,000.00 from 5030-5200-50020 (Salaries) to 5030-5200-50200 (Contract)- Hospice
5. \$700.00 from 5040-5200-50020 (Salaries) to 5040-5200-50100 (Advertising)- PHEP
6. \$1,500.00 from 5040-5200-51110 (Transfer) to 5040-5200-50040 (Supplies)- PHEP
7. \$300.00 from 5080-5200-50020 (Salaries) to 5080-5200-50120 (Other)- IAP
8. \$1,000.00 from 5050-5200-50120 (Other) to 5050-5200-50200 (Contract)- Environmental
9. \$20,000.00 from 5030-5200-51110 (Transfer) to 5030-5200-50040 (Supplies)- Hospice
10. \$700.00 from 5040-5200-51110 (Transfer) to 5040-5200-50100 (Advertising)- PHEP
11. \$8,700.00 from 5030-5200-51110 (Transfer) to 5030-5200-50350 (PERS)- Hospice

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

Approval of Cash Transfers R86.16

Sharon Miller moved that the Henry County Auditor be requested to make the following Cash Transfers:

- a. \$15,000.00 from 5000-5200-51110 Appropriation (Transfer-Health) to 5050-5200-40490 Revenue (Transfer-Environmental)
- b. \$1,935.00 from 5030-5200-51110 Appropriation (Transfer-Hospice) to 5000-5200-40490 Revenue (Transfer-Health)

Al Wiederwohl seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of New Reproductive Health & Wellness Fee R87.16

Addressing behavioral health issues is one of three priorities in the 2015-2018 Henry County Community Health Improvement Plan; one action step is increasing depression screening by primary care providers. Julie Lauf, Director of Personal Health Services, explained that Barbara Hoffman, CNP, is using the PHQ-9 depression screening tool during initial and annual visits to evaluate the mental health status of Reproductive Health & Wellness Program (RHWP) patients. Ms. Lauf is requesting the approval of a fee of \$30.00 for Depression Screening (CPT code 96103, diagnosis code Z13.89). The fee would be subject to the agency sliding fee scale, as required by Ohio Department of Health/federal guidelines, as outlined below.

Full Pay - \$30.00
80% Pay - \$24.00
60% Pay - \$18.00
40% Pay - \$12.00

20% Pay - \$ 6.00
0% Pay - \$ 0.00

Joel Miller moved to approve a fee of \$30.00 for depression screening services as described by Ms. Lauf. Marilyn Bremer seconded the motion. The motion passed unanimously, resulting in its adoption.

Acceptance of Grant Notice of Award and Related Budget R88.16

Sharon Miller moved to accept the following Grant Notice of Award and Related Budget:

1. Maternal & Child Health Initial NOA, Budget for 10/1/16-9/30/17 (\$36,324.00)
This Notice of Award for grant year October 1, 2016-September 30, 2017, provides \$36,324.00 for Maternal & Child Health services in Henry County. This reflects a 5% cut (a loss of \$1,856) from the previous 12-month grant period.

Al Wiederwohl seconded the motion. The motion passed unanimously, resulting in its adoption

BOARD OF HEALTH CONTINUING EDUCATION: Quarantine and Isolation in Ohio and Beyond: Moral, Practical, and Legal Implications (Part 2)

The Board of Health viewed the second of two recorded sessions on “Quarantine and Isolation in Ohio and Beyond: Moral, Practical, and Legal Implications” presented by Terry O’Sullivan, PhD, Director of the Center for Emergency Management and Homeland Security Policy Research at the University of Akron. Dr O’Sullivan addressed how extraordinary public health measures (like quarantining individuals to their homes) can bring risk of job loss, separation of families, fear of exposure to illness, stigma, and longer-term mental health consequences like Post-Dramatic Stress Disorder (PTSD) for quarantined persons. He also noted Ohio’s quarantine and isolation laws haven’t been updated for ~100 years and may not stand up to legal challenges if applied too zealously. Dr Sullivan strongly encouraged updating Ohio’s public health laws now, when the state is not in the midst of an epidemic or public health crisis, to find the proper balance between protecting the public and protecting individual rights established by the United States Constitution.

ADJOURNMENT

There being no further business, Roger Richard called for a motion to adjourn at 1:30 pm. Sharon Miller moved for adjournment, and Marilyn Bremer seconded the motion. The motion passed unanimously.

The next regular Board of Health meeting was scheduled for Wednesday, November 16, 2016, at 12:30 p.m.

Roger Richard, President

Anne Goon, Secretary