HENRY COUNTY BOARD OF HEALTH MEETING
Held Tuesday, March 19, 2019

Board Members Present
Roger Richard, President
Joel Miller, President Pro-Tempore
Char Weber
Dr. Melinda Fritz
Marilyn Bremer, RN
Sharon Miller
Ryan Zachrich

Staff Present
Mark H. Adams, RS, REHS, MPH, Health Commissioner
Joy Ermie, MPH, Director of Community Health Services
Jon Lindsay, RS, Director of Environmental Health Services
Julie McHugh, Director of Finance
Carol Joost, HHH Administrative Manager
Jennifer Wagner, Director of Parental Support Programming

Public Present
Jen Lazenby, Northwest Signal

Call to Order, Roll Call and Introduction of Guests
Roger Richard, President called the Board of Health meeting to order at 2:03 p.m. The meeting was held in the Henry County Health Department, Conference Room. A quorum was present. Introduction of all in attendance were made due to several staff members.

Approval of February 19, 2019 Board of Health Minutes R16.19
The Board of Health reviewed the Board of Health minutes. Joel Miller moved to approve the Board of Health Minutes. Char Weber seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of Bills
The Board of Health reviewed February bills. Char Weber moved the February bills totaling $243,390.24 be approved for payment. Marilyn Bremer seconded the motion. The motion passed unanimously, resulting in its adoption.
Approval of Fiscal Report
The Board of Health reviewed February Finance Report. Sharon Miller moved to approve the February Finance Report with attachments. Joel Miller seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of Memorandum of Understanding (MOU) with Job and Family Services for Pathways Program R17.19
Mr. Adams reported that Julie Lauf, Director of Nursing, Julie Saputo, Public Health Nurse and Susan Davis, Community Health Worker were able to secure TANF funding to support the Community Health Worker position. The amount of the MOU is $15,000. Henry County Health Department will submit reports with hours to Job and Family Services for reimbursement.

Joel Miller moved to approve the MOU with Job and Family Services for $15,000.00 in TANF funding. Marilyn Bremer seconded the motion. The motion passed unanimously, resulting in its adoption.

Consideration of PHSCO Membership at a cost of $5,000
Mr. Adams requested this item be tabled until later in the meeting after a presentation by the Executive Director of PHSCO.

Approval of Personnel Policy Modification, Tobacco Free Policy 6.11 R18.19
Ms. Ermie reported that vaping has been added to the Tobacco Free Policy 6.11. Char Weber commented that community education by the Henry County Health Department and Jen Lazenby of the Northwest Signal has been awesome. Ms. Ermie reported that educational classes were held at local libraries and were attended by around 20 people. Sheriff Bodenbender and Roger Richard attended the class at McClure. Ms. Ermie also has been contacted by Heidi Mekus, Napoleon High School Guidance Counselor, to present to the 9th, 11th and 12th graders on vaping.

Marilyn Bremer moved to approve modification to Tobacco Free Policy. Joel Miller seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of Intrafund Transfers, Cash Transfers, and Donations R19.19
Ms. McHugh, Director of Finance reported the Intrafund transfers and donations and addressed corrections to the transfers.

a. Intrafund Transfers:
   i. $1,000 from 5060-520-50120 (Safe Communities-Other) to 5060-5200-50110 (Safe Communities Travel))

b. Donations:
   i. Donations totaling $1,185.00 for the benefit of Hospice ($1,155) and Help Me Grow ($30.)

Joel Miller moved that the Henry County Auditor be requested to make the above Intrafund Transfer with correction and the Board of Health accept the Donations received. Marilyn Bremer seconded the motion. The motion passed unanimously, resulting in its adoption.
Approval of Division updates R20.19
Mr. Adams, Health Commissioner, opened the division updates with the following topics:

a. Submission of the Service Statistics Report, stats with an accumulation for each division.

b. Mr. Adams invited Margaret Nashu, Executive Director of PHSCO, which was previously known as the Counsel of Government (COG) to explain PHSCO to the Board of Health. Ms. Nashu has been with PHSCO since May 2018. Ms. Nashu presented a brochure of what PHSCO has been concentrating on. She stated that PHSCO is a grant run program, however, grants do end.

The focus of the group is to create services and partnerships for seven (7) counties and the group would like to add another county by the end of the grant year. She requested that the Henry County Health Department continue to be a part of PHSCO for a $5,000 fee. She also discussed that drawing counties together for facilitation of different projects would be a benefit for all members. In time, these services could possibly be purchased by non-members. The goal is be able to fund itself with the year and similar services have worked in other areas of the state. Within the next week, Clint Koenig of Ohio Department of Health will discuss partnering with PHSCO.

Ms. Nashu requested questions of anyone. Joel Miller asked about how the first year went. Ms. Nashu stated a lot of learning and growth, hard to get all the counties together and she feels everyone has been committed with the time to attend fiscal Board Meetings. Mr. Miller asked besides funding, what would PHSCO like to see from the Boards of Health. She stated feedback as being of the most value.

Ms. Ermie, Director of Community Health Services, asked what the priority for services offered is for PHSCO. Ms. Nashu stated providing strategic planning for all counties.

Ms. Wagner, Director of Parental Support Programming, wanted to know what we are getting for our fee and how to well explain to staff of why we are spending public dollars on this group. Ms. Nashu stated that they are trying to identify areas of inefficiency, i.e. Human Resource services, filling vacancies and shared services. They would like to be more like MEORC.

c. Mr. Adams asked members of the Personnel/Finance/Audit Committee if they would be able to stay after regular Board of Health meeting to review 2020 budgets. Roger Richard, Joel Miller and Ryan Zachrich were all available.

Nursing – Director of Nursing, Julie Lauf, was absent from the board meeting due to a presentation in Columbus for Immunization Advocacy.

Mr. Adams reported the communicable disease report was attached in the Board of Health packet. He also stated that Ms. Lauf was looking into a $30,000 grant that we have the potential of receiving $26,000 in funding. Mr. Adams mentioned that recently nursing staff has gone to CCNO to administer Hepatitis A vaccines to inmates. At the present time nurses have provide 612 vaccinations.
Community Health Services – Director of Community Health Services Joy Ermie reported.

Community Health Services reported that two (2) library vaping educational public presentations were made in February. Feedback from surveys indicated that people want this message to continue to be shared. Ms. Ermie thanked board member, Char Weber, for promoting the vaping education session which has led to CHS presenting to all 9, 11, and 12 graders at Napoleon High School on April 17th. 10th graders will be scheduled on a different day. This week we acknowledge Kick Butts Day and are partnering with Patrick Henry High School to promote the message of #BeTheFirst generation to be tobacco-free. Safe Communities events continue to be held – Tante Lovins presented to all three shifts at Tenneco sharing the message of Drive Sober or Get Pulled Over and overall traffic safety; Saturday, March 24th. Ms. Lovins will be at the Napoleon Harley Davidson Dogs and Hogs event to again promote driving and motorcycle safety. Ms. Ermie handed out the draft HCHD annual report that will be approved at next week’s DAC meeting. She also informed the board that Krista Payne and Sharon Meece helped to equip Julie Lauf with data to take on her trip today to Columbus to talk with legislators, and advocate for immunizations.

Office Administration - Vi Ordaz, Office Manager was not in attendance at the Board of Health meeting due to being on vacation.

Ms. McHugh reported that newly hired Jill Keller is doing a wonderful job and catching on quickly to duties she is responsible for, i.e. office supply ordering from a new company.

HHH – Included in Pinnacle Report provided by Mark Adams

Environmental Services – Director of Environmental Services, Jon Lindsay reported.

Mr. Lindsay reported that the Pool Survey was last week and we should receive the report within 80-100 days. Mosquito trapping by OHD with occur again this April. Mr. Lindsay will send out an email asking for volunteers once he gets all the information.

Joel Miller moved to accept the division reports, Ryan Zachrich seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION: Personnel – discipline; compensation; and employment of public employee(s)
Joel Miller moved to go into Executive Session at 2:45 p.m. Ryan Zachrich seconded the motion. The motion was passed by roll call vote: R. Richard (Yes), J. Miller (Yes), C. Weber (Yes), S. Miller (Yes), R. Zachrich (Yes) Dr. M. Fritz (Yes), and M. Bremer (Yes). Mark Adams, Health Commissioner, Julie McHugh, Director of Finance and Joy Ermie, Director of Community Health Services also participated.

There being no further business to discuss in Executive Session, the Board of Health returned to regular open session at 3:30 pm.
Approval of Personnel (R21.19)
Mr. Adams, Health Commissioner discussed each of the items listed below with the Board of Health. The following personnel changes were reviewed and approved:

a. Appointment: Tiffany Storrer was hired as a Home Visitor for the Help Me Grow Department effective April 15, 2019, at an hourly rate of $17.57 per hour.

b. Appointment: Kathy Kaufman was hired as a Home Visitor for the Help Me Grow Department effective April 15, 2019, at an hourly rate of $24.00 per hour.

Char Weber approved the hiring of Ms. Storrer and Ms. Kaufman effective April 15, 2019 at their respective hourly pay rates. Sharon Miller seconded the motion. Motion was passed unanimously, resulting in adoption.

Approval of FMLA Request for April Murray (R22.19)
Mr. Adams presented an FMLA request for April Murray that has been for 12 weeks ending on March 22, 2019 with her first day back as Monday, March 25, 2019. April did have a legitimate reason for being on FMLA as presented by Mr. Adams. Joel Miller approved the FMLA request for April Murray. Ryan Zachrich seconded the motion. Motion was passed unanimously, resulting in adoption.

ADJOURNMENT
There being no further business, Joel Miller called for a motion to adjourn at 3:45 p.m. Sharon Miller moved for adjournment. The motion passed unanimously.

Next meeting is scheduled for Tuesday, April 16, 2019, at 1:30 pm, at Henry County Health Department, Conference Room, 1843 Oakwood Avenue, Napoleon, OH.

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Roger Richard, President    Mark Adams, Health Commissioner