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HENRY COUNTY BOARD OF HEALTH MEETING

Held at The Henry County Health Department
on Tuesday, June 25, 2024, @ 1:00 p.m.

Board Members Present

Joel Miller, President
Ryan Zachrich, President Pro-Tempore
Joel Stier
Char Weber

Board Members Absent

Dr. Melinda Fritz
Scott Buddelmeyer

Staff Present

Joy Ermie, Health Commissioner
Julie McHugh, Director of Finance
Jon Lindsay, Director of Environmental Health
Allyson Smith, Director of Nursing
Susan Davis, Henry County Cares Manager
Bethany Wachter, Innovation and Communication Manager
Jala Hazelton, Human Resource Specialist
Jill Keller, Executive Assistant

Public Present

Bob Hastedt, Henry County Commissioner

Call to Order, Roll Call

Joel Miller, called the Board of Health meeting to order at 1:00 p.m. The meeting was called by Roll Call vote: J. Miller (Yes), C. Weber (Yes), Dr. M. Fritz (Absent), R. Zachrich (Yes), S. Buddelmeyer (Absent) and Joel Stier (Yes). The meeting was held at 1843 Oakwood Ave. Napoleon, Ohio at the Henry County Health Department. A quorum was present.

Division Updates

Henry County Cares

Susan Davis, Henry County Cares Manager, reported the following:
Jess Ames, Margarita Conception, and Ms. Davis attended 2nd Annual Community Health Worker (CHW) day on June 6, 2024, sponsored by the HUB of NW Ohio. Davis, Ames, and Fred Garcia attended a meeting with Henry County Transportation Network (HCTN). Davis stated that the meeting was beneficial, and they look forward to working with HCTN. The CHW's are traveling to Sandusky to attend 2nd ever rural meeting for CHWs and the HUB. Henry County Cares is doing outreach at the Henry and Fulton County Hospitals.

The HUB is shifting additional support for Rural CHW initiatives by offering grant opportunities and listening to what rural counties need. Henry County Cares will be presenting information on rural disparities at the CHW conference in Columbus this October.

Human Resources

Jala Hazelton, Human Resource Specialist, reported the following:

In May the Health Department had one new staff member join the team, Intern Allyssa Coles in the CHS department. This month the HD is currently hiring for a Bilingual Public Health Nurse 1. HD is utilizing several different outlets to get the word out about the opening including, Indeed, HD Website, Facebook, and the Association of Ohio Health Commissioners Website. Hazelton has reached out to local colleges and universities to get the word out to graduates. Additionally, the HD is seeking a new BOH Member. The opening has been posted on the HD website, Facebook, and will be posted in the local newspapers over the next two weeks.

Finance

Julie McHugh, Director of Finance, reported that the Administrative Department is now back to full staff with the return of Alysha Drain from medical leave. This is the first time in over a year we have been at full staff, and everyone is very excited.

The summer months are full for the fiscal department with grant years ending, final expenditure reports due, new grant years beginning, and MAC Financials being processed. In addition, the year ends of December 31, 2022, and 2023 will be audited this summer. The state auditor's office has notified Ms. McHugh that the audit will begin this week. The document request have been received and fiscal staff will be working this week on sending all information via email. The engagement letter should be coming by the end of the week. The audit usually takes three to four weeks to complete.

The Enhanced Operations budget has been approved in GMIS. However, at the present time, we have not yet received the official notice of award for the Enhanced Operations grant in the amount of \$1,190,380.00 but have been notified by our grant consultant that we should be seeing it mid-July.

Public Health Nursing

Allyson Smith, Director of PHN, reported the following:

- **Trainings:** Members from the nursing staff and Environmental Health department attended a Foodborne Outbreak Investigation training hosted by ODH ORBIT BID in Wood County. Smith completed a virtual 6-month leadership program through the Region V Public Health Leadership Institute (RVPHLI). This cohort was made up of 40 public health and primary care professionals from Ohio, Illinois, Indiana, Michigan, Minnesota, and Wisconsin who were selected through an application process last fall. Taken from the website description: “The **Region V Public Health Leadership Institute (RVPHLI)** is an opportunity for professionals in public health and primary care to cultivate their capacity to influence change in their organizations and communities. This six-month virtual program is grounded in theory, coupled with practical application and peer-to-peer learning. RVPHLI will set a foundation for emerging leaders as well as strengthen skills for current leaders to recruit and retain a diverse workforce and engage cross-sector partners in addressing the social determinants of health.” There was a lot of information covered that Smith is still

processing and reflecting on but with a different perspective than she had 6 months ago. One thing that stood out was the realization that our agency is steps ahead of others across the states. Not just our agency, but our partnerships with our community, too. Some of the topics discussed were things our agency has already done or is currently in the process of doing.

- Met with the school nurses from Henry County public schools to share the school immunization report and discuss ideas to use HOWIE at the schools for vaccination efforts.

Community Health Services

Jill Keller, Executive Assistant, reported the following in Sharon Meese's absence:

CHS has been in the community at events such as Campbell Soup Family Day, NAMI walk, Summer Nutrition Program to educate residents on the importance of healthy eating, exercise, healthy coping skills, safe medication storage, overdose awareness, mental health resources, and personal emergency preparedness.

Tante Lovins has attended train the trainer education to teach EnCompass in Henry County. EnCompass is a Comprehensive Training on Navigating Addiction for family members who are trying to navigate the complex world of addiction and help loved ones achieve recovery. The training includes in-depth information about substance use disorders, treatment options, communication strategies, and self-care tips. This training will add to Tante's breadth of knowledge in mental health and addiction.

Tiffany Day and Tante Lovins will attend a train the trainer "Building Resiliency with Youth: A How-To Guide for Safe Adults" provided by Nationwide Children's Hospital's Center for Family Safety and Healing. This training is the primary training for the Adolescent Health Grant that Ms. Ermie and Ms. Day were awarded last Fall. Day will provide this training to "adults who work with youth" in Henry County to educate them to be that "trusted adult" we tell children to reach out to when in need. Adults in our community will learn to support youth resiliency in a fun and interactive workshop. Day is also coordinating with partner health departments health educators to get this training out to adults in Williams and Putnam Counties initially and then with Auglaize, Defiance, Fulton, Mercer, Ottawa, and Paulding Counties. Lovins is attending the training as a back-up to Day.

Environmental Health Services

Jon Lindsay, Director of Environmental Health Services, reported the following:

- **Sewage Treatment System Operation and Maintenance Program**
 - Approximately 90% have paid.
 - Sent out certified mailings to property owners that have not paid operation permit fee on June 10th.
 - It includes 25% late fee (\$25), and due date is July 31st.
 - If not paid, they will be forwarded to the Auditor in August to be put on the taxes.
- **Mosquito Trapping This Summer**
 - Limited Mosquito trapping will occur this summer
 - Board members, staff, and the Village of Deshler will be setting and picking up the mosquito traps. 11 locations in 2024 vs. 26 location in 2023. Locations in Village of Deshler, and Townships Flatrock, Damascus, Harrison, Liberty, Napoleon, and Washington. Trapping will begin the week of June 24th.

Help Me Grow

Cathy Zwyer, Director of Help Me Grow, provided pictures of the Help Me Grow picnic from June 1, 2024. This event was a great opportunity for parents to connect with other parents and have fun with their kids.

Health Commissioner

Joy Ermie, Health Commissioner, reported the following:

Ms. Ermie informed the Board that she has reached out the District Advisory Committee in search of a replacement for the board position vacated by Sharon Miller in April. Ermie also stated ads in local papers as well as on the HCHD website and social media platforms have been initiated. All interested parties will be forwarded to Joel Miller and then onto the DAC for consideration. Ermie also stated that an executive session would be needed after new business.

Approval of May 21, 2024, Board of Health Minutes R30.24

The Board of Health reviewed the Board of Health Minutes from the May 21, 2024, meeting. Char Weber moved to approve the May 21, 2024, Board of Health Minutes as presented. Ryan Zachrich seconded the motion. The motion passed unanimously, resulting in its adoption.

Approval of Consent Agenda R31.24

Ryan Zachrich moved to approve the Consent Agenda as presented. Joel Stier seconded the motion. The motion passed unanimously, resulting in its adoption.

- a. Approve Payment of May Bills - \$225,631.19
- b. Approve of May 2024 Fiscal Report
- c. Approve transfers, Intra-fund transfers, cash transfer and donations report.
 - (1) Cash Advance Paybacks – None
 - (2) Cash Advances – None
 - (3) Cash Transfers –
 - a) \$19,400 from 5000-5200-51110 (Health Department Transfer Out-Appropriation) to 5005-5200-40490 (Severance Fund Transfer In-Revenue)
 - (4) Intrafund Transfers –
 - a) \$5,000 from 5135-5200-50020 (Workforce Development Salaries) to 5135-5200-50110 (Workforce Development Travel)
 - b) \$500 from 5060-5200-50020 (Safe Community Salaries) to 5060-5200-50110 (Safe Communities Travel)
 - (5) Revenue Budgetary Increases – None
 - (6) Appropriation Budgetary Increases – None
 - (7) Accounts Receivable Write-Offs - None
 - (8) Donations – None
- d. Approve Ohio Department of Healthy Notice of Award for Public Health Emergency Preparedness FY25 in the amount of \$65,000
- e. Approve ThinkFast Interactive Traffic Safety Program in the Amount of \$3000.00 for Napoleon School Presentation.
- f. Approve Contractual Agreement between Lucas County Regional Health Department and Henry County Health Department for Regional Overdose Prevention and Facilitating Strategies in the Amount of \$10,000.00.
- g. WIC Clinic Agreement Between Fulton County Health Department and Henry County Health Department.

- h. Approve Quote for Hallway Painting from Eli, the Maintenance Guy in the amount of \$4,050.00
- i. Approve MOU Between Williams County Health Department and Henry County Health Department in the amount of \$10,000.00 for the My Plate Program
- j. Approve MOU Between Williams County Health Department and Henry County Health Department in the amount of \$4,000.00 for Mental Wellness Campaign
- k. Approve MOU with Mercer County Health Department in the amount of \$2,200.00 for the Adolescent Resiliency Project.
- l. Personnel
 - (1) Approve Spanish Speaking Public Health Nurse 1 Position Description.
 - (2) Approve Extension of Internship for Allyssa Coles Until August 21, 2024, at \$11.00 per hour.
 - (3) Approve Request for Leave of Absence Without Pay for Lukas Wise, July 29, 2024, to August 2, 3035, for Family Vacation.

New Business:

Approve Water Variance for Bradley Carson, 2109 State Route 65, McClure Ohio 43534 R32.24

Jon Lindsay, Director of Environmental Health presented a Variance Request for two Neat Distributing 275-gallon tanks at 2109 State Rout 65, McClure Ohio 43534 stating that the 1000-gallon storage tank is too large/tall to fit inside the utility of the building. After questions and discussion, Char Weber moved to approve the Water Variance Request as presented. Ryan Zachrich seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve The Hospital Council of Northwest Ohio HUB Participation Agreement R 33.24

Joy Ermie, Health Commissioner presented the Hospital Council of Northwest Ohio Hub Participation Agreement effective as of June 19, 2024. HCNO sponsors the Northwest Ohio Pathways HUB, a nationally certified Pathways HUB, that coordinates a regional clinical-community care coordination system that utilizes community health workers. After questions and discussion, Joel Stier moved to approve the Hospital of Northwest Ohio HUB Participation Agreement as presented. Ryan Zachrich seconded the motion. The motion passed unanimously, resulting in its adoption.

Executive Session

President, Joel Miller requested the Board of Health go into Executive Session at 1:38 p.m. to discuss discipline, compensation, employment of public employees, and purchase, or sale of property. Char Weber moved to proceed into Executive Session. Ryan Zachrich seconded the motion. Roll call was taken for approval. J. Miller (Yes), C. Weber (Yes), Dr. M. Fritz (Absent), J. Stier (Yes), R. Zachrich (Yes) and Scott Buddelmeyer (Absent).

Adjournment

There being no further business, after returning from Executive Session, Joel Miller adjourned the meeting at 1:59 pm.

Next meeting is scheduled for Tuesday July 16, 2024, 1:00 p.m., at Henry County Health Department, Conference Room A, 1843 Oakwood Avenue, Napoleon, OH.

Joel Miller, President

Joy-Ann Ernie, Health Commissioner