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HENRY COUNTY BOARD OF HEALTH MEETING

Held at The Henry County Health Department
on Tuesday, May 21, 2024, @ 1:00 p.m.

Board Members Present

Joel Miller, President
Ryan Zachrich, President Pro-Tempore
Scott Buddelmeyer
Char Weber

Staff Present

Joy Ermie, Health Commissioner
Jon Lindsay, Director of Environmental Health
Sharon Meece, Director of Community Health Services
Allyson Smith, Director of Nursing
Cathy Zwyer, Director of Help Me Grow
Susan Davis, Manager Henry County Cares
Jala Hazelton, Human Resource Specialist
Jill Keller, Executive Assistant
Allyssa Coles, Intern

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 (Yes) and Joel Stier (Absent). The meeting was held at 1843 Oakwood Ave. Napoleon, Ohio at the Henry County Health Department. A quorum was present.

Division Updates

Help Me Grow

Cathy Zwyer, Director of Help Me Grow, reported the following:
Home Visitors and Community Health Workers have given out \$39,000 of home safety items in the 5-county area through the Ohio Children's Trust Grant. The last of the items were distributed this week.

Help Me Grow is having the 2nd annual summer picnic for families, Saturday June 1, 2024, in Defiance. 2023 was the first-time families came together since COVID. The summer picnic has replaced the Christmas Party that was thrown in the past.

Henry County Cares

Susan Davis, Henry County Cares Manager, reported the following:

Davis and the Community Health Workers attended the Ohio Public Health Conference in April to present information on Community Health Workers in a Rural Setting. The information provided was well received, many had questions, and there were requests to present information for other groups.

HCC had twelve program enrollments for the month of April. Unfortunately, there are no contract updates with Medicaid providers and the HUB. CHW day is on June 6, 2024. The Hub celebrates CHW's, provides lunch and activities.

Human Resources

Jala Hazelton, Human Resource Specialist, reported the following:

Hazelton stated that Allyssa Coles, Intern from Bowling Green State University, started work on May 6, 2024. Coles is in the Community Health Services Department.

At the February Board meeting, Hazelton mentioned that she and Joy Ernie were collaborating on restructuring and organizing Policy Stat. Hazelton is happy to share that they are in the final phase of completing the Policy Stat venture! After this, we plan to educate staff members on how to navigate and utilize Policy Stat. Additionally, Hazelton has been working on streamlining the Health Department's onboarding process. Both projects are continuing to push the HD a little closer to the strategic goals for the years 2024-2028 focusing on the developing of training plans for the entire staff.

Finance

Jill Keller, Executive Assistant read the Finance Report in Julie McHugh's absence.

The Annual Financial Report for the Ohio Department of Health (ODH) was submitted May 3, 2024, due date was extended until May 10, 2024. The state subsidy amount that the HD received this year was \$5,061.37, which was the same amount that we received in 2023.

The Enhanced Operation grant from ODH has been extended through December 31, 2025. The HD has been offered an opportunity to request additional funding and submitted the budget revision on May 3, 2024, in the amount of \$1,190,380.00, the original amount was \$652,000. The focus for this extension is to assist local health departments to be able to emphasize on data modernization efforts. This budget includes another 16 months of salary for current employees, the hiring of a full-time Public Health Nurse and a full-time Public Health Informatics Analyst. The budget also includes the purchase of the car port for the Mobile Medical Unit. Also included is the purchase of Tableau software licenses to align data and analytics to public health outcomes, including those related to infection prevention and control. ArcGIS software licenses were also budgeted, and this will be used to build interactive maps to visualize data to conduct disease surveillance.

The general health fund balance at the end of April was \$1.2 million, an increase of \$41,922. The main reason for the increase was the 1st Half Homestead Rollback Taxes in the amount of \$41,782 and the repayment of the front doors from the Enhanced Operations Fund of \$40,559. There was

a cash advance made to the Enhanced Operations fund in the amount of \$30,000 in April that will be repaid in May.

Public Health Nursing

Allyson Smith, Director of PHN, reported the following:

- Trainings: Nursing department attend the annual Nationwide Children’s Hospital Pediatric Infectious Disease conference in Columbus, a Regional TB Case Investigation Training in Wood County. Trae Gulgin, Epidemiologist, attended NACCHO’s Local Infection Control Prevention Summit in Chicago.
- Health Department (HD) hosted a meeting with all Long-Term Care Facilities, Henry County Hospital, and our 6 pact+ Epi Maggie Wielinski to discuss COVID and communicable disease reporting. Representatives from all facilities, except for one, were in attendance. Everyone agreed upon having quarterly meetings. Next meeting is in July.
- The Mobile Medical Unit (HOWIE) is on the move:
 - Holgate School on May 8th to provide school-required immunizations to students. 8 students signed up; administered 19 vaccines.
 - Spanish Mass at St. Augustine Catholic Church on May 12th to provide COVID, flu, pneumonia, and MMR vaccinations. 11 patients; administered 18 vaccines.
 - Patrick Henry School on May 14th to provide 2nd doses for students that were vaccinated in April. 8 patients; administered 23 vaccines.

Community Health Services

Sharon Meece, Director of Community Health Services, reported the following:

Meece introduced Allyssa Coles, intern from Bowling State University, who is working with HD for 6 weeks. Coles is supporting Tante Lovins efforts to expand Naloxone distribution through focus groups, community deflection days, and preparation of overdose awareness day. Coles goal for the internship is to learn about local public health, she is in attendance today to give her an idea of the role of the Board of Health.

CHS is completing events at area schools, while preparing for summer events, like the county fair and local festivals. Last week all Henry County Jr. High and High School students completed the Youth Community Health Status Assessment, and schools will be receiving the reports in the late summer early fall.

HD received the notification of award for the Emergency Preparedness Grant for fiscal year 2025, in the amount of \$65,000. This is the same amount as we received last year and it will be used to review, modify, and exercise Henry County Health Department’s emergency response plans. As well as facilitate the Henry County Health Care Coalition, and Medical Reserve Corp.

Meece shared that the American Hospital Association Accelerating Health Equity in Kansas City was one of the best conferences that she had ever been to.

Environmental Health Services

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

- EH Trainings and Education
 - May 22: Dan and Kassidy to attend Northwest Sewage Consortium meeting

- May 31: EHS Staff to attend Illness Outbreak Investigation Training
- Retail Food Establishment Program Survey Results received
 - As noted in the consent agenda, we have received our Ohio Department of Agriculture Retail Food Establishment program survey.
 - The HCHD Retail Food Establishment program is classified as approved.
 - We do have a couple of process that need adjusted and will be submitting and action plan to ODA by mid-June.
- Mosquito Trapping This Summer
 - As mentioned last fall, Environmental Health will not be collecting mosquitos this summer.
 - However, we will have some traps set by Deshler Village and we are planning to have a limited number of traps available for HCHD and Board members.
 - The number of traps will be much reduced from last year, but we felt it was still important to have some mosquito data for Henry County.
 - EH will plan on counting and shipping the mosquitos to the Ohio Department of Health.
 - We will be sending out an email soon to gauge interest and the process that will need to be followed.
 - We hope to start the program mid-June.

Health Commissioner

Joy Ermie, Health Commissioner, reported the following:

Ermie acknowledged the great return rate on O&M permits was partially due to the great relationships that have been forged by the HCHD environmental team over the decades. Ermie stated that trust and relationships go a long way in public health and grateful for all staff who engage with the community. Ermie also recognized a job well done by Henry County Cares manager and staff at the Ohio Public Health Conference, during their presentation. Ermie echoed Meese’s and Zwyer’s sentiments that the American Hospital Association Accelerating Health Equity was a fantastic conference. Ermie informed the board she took part of the Vantage Healthcare of Ohio Trustee Education and Collaboration Event on May 20th where community hospital CEOs and hospital board members had a facilitated discussion with Senators Theresa Gavarone, Rob McColley, and Representative Jim Hoops. Ermie stated she continues to work with AOHC’s subcommittees, “Fighting for Public Health” and “Communications” to develop primary messages and supporting facts that will potentially resonate with the Ohio General Assembly as the public health workforce continue to work to keep public health in the minds of those who make decisions for the next biennial budget.

Approval of April 16, 2024, Board of Health Minutes R25.24

The Board of Health reviewed the Board of Health Minutes from the April 16, 2024, meeting. Char Weber moved to approve the April 16, 2024, Board of Health Minutes as presented. Scott Buddelmeyer seconded the motion. The motion passed unanimously, resulting in its adoption.

President Joel Miller requested that item “d” Approval of the School Nursing Contacts be removed from the consent agenda and added to New Business. Scott Buddelmeyer moved to remove the School Nursing Contracts and added them to New Business. Ryan Zachrich seconded the motion. The motion passed unanimously.

Approval of Consent Agenda R26.24

Char Weber moved to approve the Consent Agenda as presented. Scott Buddelmeyer seconded the motion. The motion passed unanimously, resulting in its adoption.

- a. Approve Payment of April bills in the amount of \$255,163.36
- b. Approve of April 2024 Fiscal Report
- c. Approve transfers, Intra-fund transfers, cash transfer and donations report.
 - (1) Cash Advance Paybacks –
 - a) \$30,000 from 5075-5200-51115 (Enhanced Operations Advance Out-Appropriation) to 5000-5200-40495 (Health Department Advance In-Revenue)
 - (2) Cash Advances – None
 - (3) Cash Transfers – None
 - (4) Intrafund Transfers –
 - a) \$20,000 from 5075-5200-50040 (Enhanced Operations Supplies) to 5075-5200-51115 (Enhanced Operations Advance Out)
 - b) \$1,000 from 5115-5200-50020 (Cribs for Kids Salaries) to 5115-5200-50120 (Cribs for Kids Other)
 - c) \$500 from 5020-5200-50040 (Adolescent Health Supply) to 5020-5200-50120 (Adolescent Health Other)
 - d) \$150 from 5060-5200-50020 (Safe Communities Salary) to 5060-5200-50100 (Safe Communities Advertising)
 - e) \$100 from 5115-5200-50020 (Cribs for Kids Salaries) to 5115-5200-50110 (Cribs for Kids 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 Health Immunization Program Agreement, 2024
- e. Approve Ohio Department of Health’s Healthy Housing and Lead Poisoning Surveillance System Agreement
- f. Accept ODA Survey Report, Retail Food Establishment Program
- g. Approve MOU between Institute for Intergovernmental Research and Henry County Health Department for the Overdose Fatality Review Site.
- h. Approve Out of State Travel to Lawrenceburg Indiana for Overdose Fatality Mentor Site Visit, for Joy Ermie and Nicole Shank.
- i. Approve MOU between Henry County Health Department, Henry County Sheriff’s Office, Napoleon Police Department, and OhioGuidestone Behavioral Services for QRT.
- j. Approve MOU between Bright Beginnings, Lucas County Family Council, and Henry County Health Department to be a Kiosk Host Site.
- k. Approve Disposal of Items for Silent Auction
- l. Personnel
 - (1) Approve Hiring of Bethany Wachter as Full-Time Innovation and Communication Manager, effective May 16, 2024.
 - (2) Approve Hiring of Lukas Wise as Full-Time Public Health Informatics Analyst, effective May 20, 2024.
 - (3) Approve Family and Medical Leave for Alysha Drain, April 1, 2024, through June 17, 2024.

- (4) Approve Family and Medical Leave for Tara Leahy, May 24, 2024, through August 15, 2024.

New Business:

Approve Vacation Policy 5.03 R27.24

Joy Ermie, Health Commissioner, presented Vacation Policy 5.03 change in using accrued vacation leave from one year of service with the Health District down to six (6) months of employment. After discussion Scott Buddelmeyer moved to approve the revision to Vacation Policy 5.03. Ryan Zachrich seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Sick Leave Conversion Policy 5.02 R 28.24

Joy Ermie, Health Commissioner, presented Sick Leave Conversion (Personnel Policy 5.02), noting the change from 10 years with the Health District to state or any of its political subdivisions, per ORC 124.39. After discussion Char Weber moved to approve the revision to Sick Leave Conversion Policy 5.02. Ryan Zachrich seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve 2024-2025 School Nursing Contracts Increase to \$18.50 per Student R29.24

Allyson Smith, Director of Public Health Nursing, presented the 2024-2025 School Nursing Contracts for St. Augustine, St. John, and St. Paul parochial schools. Smith stated that for the 2024-2025 school year, the Health Department is purposing that the per student rate of \$17.50 increase to \$18.50, with Board of Health approval. The per student rate has not increased in several years. After discussion Scott Buddelmeyer moved to approve the increase of \$1.00 to \$18.50 per student. Ryan Zachrich seconded the motion. The motion passed unanimously, resulting in its adoption.

Executive Session

President, Joel Miller stated that the Board of Health did not need to go into Executive Session.

Adjournment

There being no further business Joel Miller adjourned the meeting at 2:15 pm.

Next meeting is scheduled for Tuesday June 18, 2024, 1:00 p.m., at Henry County Health Department, Conference Room A, 1843 Oakwood Avenue, Napoleon, OH.

Joel Miller, President

Joy-Ann Ermie, Health Commissioner