



Seneca County General Health District

Board of Health Meeting Minutes

Board of Health Meeting

June 27, 2019 at 6:00 pm

Seneca County Services Building, Conference Room A

Present: Bonnie Boroff, Scott Lyons, Ann Sacksteder, Robert Watson, Jimmie Young

Absent/

Excused: Rebecca Shank, Philip Steyer

Guests: Ben Nutter, John Lamanna, Matt Neely, Brian Ezyk, Logan Wolph, Deb Border and Glen Border

SCGHD Staff: Beth Schweitzer, Andrea Cook, Anita Gaietto, Trisha Kahler, Laura Wallrabenstein, Lisa England, Hunter Blessing

Welcome, Roll Call and Pledge of Allegiance

With quorum present, Mr. Young called the regularly scheduled board meeting to order on June 27, 2019 at 6:00 pm; he then presided over the Pledge of Allegiance.

Public Concerns/Requests

Ben Nutter, Director of Community Relations with Sunny Farms Landfill, gave out a handout summarizing the latest activity at the Sunny Farms Landfill.

John Lamanna spoke next about the progress that was made at Sunny Farms. Mr. Lamanna thanked the board for their patience. He stated they have made a lot of adjustments at the Landfill. Mr. Lamanna stated that the Landfill was not being run to the standard they would normally run it by the previous owners. Mr. Lamanna feels he has a really good team in place to run Sunny Farms.

Mrs. Sacksteder asked the question about what percent they feel they are at to accomplishing their operating goals.

Mr. Lamanna responded that on the odor issues they have come really far along, but they are continuing to make more enhancements on the site. For the litter issue they put up a large amount of fencing within the facility. They are still unhappy with the rail unloading area. They have put in place some netting to protect between the unloading area and the pond, but are working on designs to put in a better system in the unloading area to control dust and odor. Mr. Lamanna feels the Landfill is operating extremely well. Matt Neely added that if you looked at the back of the hand out it shows the monitoring results for odor and emissions monitoring. Sunny Farms has been tasked with a very strict level of compliance of emissions from the surface of the Landfill. Mr. Neely stated it is 5 times more strict than the federal regulations require for monitoring at the surface. They have been doing weekly monitoring of the methane at Sunny Farms. They have had 8 successive weeks of having no exceedances of methane. Also have had several weeks of zero H₂S detected around the perimeter of the landfill.

Mrs. Sacksteder asked the question to explain what the burnt match smell is around the Landfill.

Mr. Neely said that they are unsure of what is causing the smell. They have had some concern about sulfur dioxide. They have had complaints about the burnt match smell. They have taken sulfur dioxide meters out and try to find the source of the smell and have not been able to detect it. Ohio EPA has also been on the property with Sulfur Dioxide meters looking for the source and have not been able to find it. Mr. Lamanna spoke next about the treatment systems put in for H₂S at Sunny Farms. Mr. Lamanna said that it is working extremely well but Matt and Brian continue look for better systems.

Mr. Young then asked to establish a time for the tour of Sunny Farms Landfill on July 25, 2019.

Mr. Nutter suggested the time of 3:00pm to give the board plenty of time to tour the facility before the board meeting.

Mr. Young established the time of 3:00 pm to meet at the facility.

Mr. Nutter also added that several elected officials, that were critical of Sunny Farms in the past, have been out to the facility and they have seen the landfill's improvements.

Mr. Neely also mentioned that Sunny Farms has put up permanent H₂S monitors around the perimeter of the site and the EPA has one in the city of Fostoria. They are typically seeing lower levels of Hydrogen Sulfide around the site.

Mrs. Sacksteder asked where the monitor is located in the City of Fostoria.

Mr. Neely answered that it is near the Police Station.

Mr. Lamanna stated that they are aware that the Landfill is a source of H2S in Fostoria but that there are also other sources. They hired a third party firm to identify other sources around Fostoria.

Mrs. Wallrabenstein introduced to the board Hunter Blessing who is the new SIT in the Environmental Health division. Mr. Blessing has been to the landfill already, but his official training with the EPA will begin next week.

Logan Wolph was asking if there was any information as to when the odor control blanket would be removed for the final capping and how long that process would take for the final capping.

Mr. Neely stated that the odor control blanket will remain in place. The odor control blanket serves as an interim cover and a final cover would be placed over the odor blanket. The layer below the odor control blanket is the first layer of final cover.

Mr. Wolph then asked if there was no need remove the cover and would it just be capped over top of it? Mr. Neely responded they will have to look at the engineering to make sure there is no slip surface. They may have to pull the plastic and reinstall plastic cover but the clay material underneath will remain in place.

Mr. Lamanna added that on the website they put updates weekly or more often if needed to notify the public of things going on at Sunny Farms. They will also call people, key stake holders, to get information out to the community.

Mr. Neely stated that the odor control blanket meets the requirements to be a transitional cover. It can remain in place until the landfill goes to final closure.

Public Health In-service

Mrs. Schweitzer presented a Public Health In-service-Review Performance Management Results using a powerpoint. The final results 2018 performance management goals were provided for the board.

In the Service Pillar the goal was to increase customer satisfaction on each subsequent customer survey in 2018 by measuring percentage of those who thought quality of services given were excellent. 1st survey 94.8%, 2nd survey 94.45% and 3rd survey 92.45% so did not meet goal of increasing by 1 percentage point each time.

People pillar goals were to increase the percentage of employees completing satisfaction survey, but it went down. Satisfaction of the employees increase from 10.34 to 18.18%

Growth Pillar showed an increase in the number of posts on SCGHD Facebook and an increase in the number of friends although they did not increase as much as was desired. Another goal was to increase the strategies completed in the CHIP from 42% to 50% by December 2018 and it was increased to 75% complete.

Fiscal pillar; goal of maintaining a balance of 3 months of operating expenses was achieved in 2018.

Approval of Minutes

Mr. Young requested a motion to approve the minutes from the May 23, 2019 meeting. Mrs. Sacksteder made a motion to approve the minutes from the May 23, 2019 Board of Health Meeting. Mr. Watson seconded the motion. The motion carried unanimously.

Sub Committee Report - None

Financial Report

The Monthly Financial Report for May 2019 shows revenue for the month of \$117,884.37 and revenue year to date of \$1,673,801.44. Expenses for the month were \$307,195.83 and year to date expenses totaled \$1,162,224.47. Mr. Lyons made a motion to approve the Monthly Financial Report for May 2019. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Expenditures

Mr. Young requested approval of the previous month's expenditures. Mrs. Sacksteder made a motion to approve the expenditures as presented. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Out of County Meetings/Travel

Mr. Young requested a motion to approve Out of County Meetings and Travel requests provided in board packets. Mr. Watson made a motion to approve the Out of County Meetings and Travel. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Advances/Repayments/Transfers

Mr. Young requested a motion to approve Advances, Repayments, and Transfer List provided in board packets. Mr. Watson made a motion to approve the Advances, Transfer List and Appropriations Transfer. Mrs. Boroff seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Supplements

Mr. Young requested a motion to approve Supplement:

- a. Fund 7092 Get Vaccinated Ohio-Public Health Initiative \$19,710.00

Mr. Watson made a motion to approve Supplement. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Contracts

Mr. Young requested a motion to approve contracts:

- a. Bridges Community Academy, for nursing services, 07/01/2019-06/30/2020, not to exceed \$2537.50 (payee)
- b. Hopewell-Loudon Schools, for nursing services, 07/01/2019-06/30/2020, not to exceed \$8881.25 (payee)
- c. Mohawk Local Schools, for nursing services, 07/01/2019-06/30/2020, not to exceed \$47,600.00 (payee)
- d. Institutional Care Pharmacy (ICP), for vaccine storage services, effective immediately, to renew for consecutive one year terms, no money
- e. Mercy Health-Tiffin Hospital, for vaccine storage services, effective immediately, to renew for consecutive one year terms, no money
- f. Geophyta, Inc., for home sewage treatment systems, soil evaluation and system design, (Craig property), 06/20/2019-08/03/2019, not to exceed \$2520.00 (payer)
- g. Geophyta, Inc., for home sewage treatment systems, soil evaluation and system design, (Gottfried property), 06/20/2019-08/03/2019, not to exceed \$2520.00 (payer)
- h. Geophyta, Inc., for home sewage treatment systems, soil evaluation and system design, (Hoch property), 06/20/2019-08/03/2019, not to exceed \$2520.00 (payer)
- i. Geophyta, Inc., for home sewage treatment systems, soil evaluation and system design, (Nighswander property), 06/20/2019-08/03/2019, not to exceed \$2520.00 (payer)
- j. Children's Practicing Pediatricians (CPP), for vaccine purchases, effective upon confirmation of eligibility; pricing based on vaccine (payer)
- k. City of Tiffin, for use of Hedges Boyer Park for the Run for the Health of It 5K, 08/10/2019, no money

Mr. Lyons made a motion to approve the contracts. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Approval for Staff Retreat and Training Session

Mr. Young requested a motion to approve an Staff Retreat and Training Session on August 12, 2019. Mrs. Sacksteder made a motion to approve an In-service day on August 12, 2019. Mr. Watson seconded the motion. Motion Carried.

Resolutions

Mr. Young requested a motion to approve Resolution:

a. 2019.04 Approval for food and water for the Staff Retreat and Training Session

Mr. Lyons made a motion to approve the Resolution. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Division Reports

WIC

Mr. Young turned the floor over to the Director of the WIC Division, Trisha Kahler, RD LD. Mrs. Kahler reviewed her report included in board member's packet:

People: Sherry Jordan, DTR has completed recertification of child passenger safety technician. Trisha Kahler, RD, LD has completed recertification of Certified Lactation Counselor.

Service: State WIC has partnered with the Ohio Department of Health's Help Me Grow Program to obtain referrals for WIC. Help Me Grow's application/referral form will now include the option to check if also interested in a WIC referral. State WIC will receive these referrals and forward to local clinics for follow-up.

Growth: July 1st income guidelines for the WIC Program will be updated.

Quality: Seneca County WIC was selected to participate in the *Third National Survey of WIC Participants*. This survey is conducted by a private research group for the USDA in order to gather data on local WIC service delivery policies and operations. The survey was completed on-line.

Fiscal: The Fiscal Year 2020 Grant Application has been submitted.

Nursing

Mr. Young turned the floor over to the Director of Nursing, Andrea Cook, BSN RN. Ms. Cook reviewed her report included in board member's packet:

People: No issues

Financial:

- We were awarded funding by the Ohio Department of Health for the Get Vaccinated Ohio, Public Health Initiative, which will start July 1, 2019.
- Mom's Quit for Two program was not funded by the Ohio Department of Health. Other funding sources were explored to allow current enrolled women to complete the program.
 - A proposal was submitted to Tiffin Charitable Foundation requesting funding to fulfill promised incentives to the Baby and Me Tobacco Free program (a similar program which would allow continuation of the services to the currently enrolled women). We were awarded requested funding from the White Family Charitable fund to continue efforts with women in the program.
- Eco Village did not receive their tax break which means we will not be funded to provide infant mortality reduction activities and education for the residents in the housing units.
- We did receive funding from the Hepatitis A Outbreak Response- Funding Opportunity from the Ohio Department of Health. This funding was provided for our Hepatitis A education and

outreach efforts conducted at CROSSWAEH and Rigel Recovery Services.

Quality:

- Always striving to provide good, quality care and service.
- Numerous nursing staff members have been assigned to Continuous Quality Improvement (CQI) groups (HIPPA, Clinic and Health Department Newsletter). Additional web-based training is required for the staff assigned to a group.

Service:

- We continue to provide direct observation for medication administration, documentation, case management (lab work, incentives etc.), and education for the client with active TB in Seneca County.
- All staff are involved in the accreditation process and Policy Stat and are working on assigned projects/policies.
- We continue to provide a Hepatitis A education and off vaccinations monthly to CROSSWAEH and Rigel for staff members and clients.
- With funding for the Hepatitis A Outbreak Response provided by the Ohio Department of Health, we are working with the Seneca County Jail to expand the Hepatitis A Vaccination program to at-risk populations. Hepatitis A education and vaccinations will be provided to the inmates and the staff. Potentially 285 doses will be provided.
- Bike Helmet safety distribution and hand washing education was completed in collaboration with Safety Town in Fostoria. Bike helmets were fitted and distributed to children in attendance.
- Run for the Health of It 5k registration and flyers were distributed to local businesses. Event to be held August 10th at Hedges Park.

Growth:

- Kate Doepker will be attending the three day School Nurse Workshop August 28th, 29th, and 30th, 2019.
- Rita Schank, Kate Doepker and Samantha Dible will be attending required trainings (July 9th, 2019 and July 23rd, 2019 for the new Get Vaccinated Ohio Grant.
- Dana Mathias will be attending the Emergency Preparedness Update for School Nurses July 10th, 2019.

Ms. Cook presented information to the Board on the importance of vaccinations in prisons. The power point titled Vaccinations in Prison: A Shot in the Arm for Community Health communicates research findings and public health implications of prisoners being a high risk population for communicable diseases that are vaccine preventable. Integrating education and vaccination programs to prisoners is an important intervention for disease prevention.

Environmental Health

Mr. Young turned the floor over to the Director of Environmental Health, Laura Wallrabenstein, MA RS. Mrs. Wallrabenstein reviewed her report included in board member's packet: and presented for condemnation, property located at:

- a. Condemnation*
16064 E. CR. Bellevue, OH 44811
Owned by: Jeffory D. Redmond(same address)
Home has been vacant and not secure for several years (per neighbor)-Plumbing and wiring have been stolen.

Mr. Young requested a motion to condemn the property located at 16064 E. CR. Bellevue, OH 44811 Owned by: Jeffory D. Redmond(same address). Mrs. Sacksteder made a motion to grant condemnation of the properties as presented. Mrs. Boroff seconded the motion. Motion Carried

b. Vote on new fees*

O&M permit from \$125 / 5 years to \$175/ 5 years – an increase of \$10 per year.

Private Water System Fees

Single family private water system (not a pond)	\$212 now	\$262 proposed	+\$50
Pond as single family PWS	\$260 now	\$360 proposed	+\$100
Non-single family water system	\$262 now	\$287 proposed	+\$25
Alteration of single family PWS	\$85 now	\$185 proposed	+\$100
Alteration of non-single family PWS/or test well	\$135 now	\$185 proposed	+\$50

Mr. Young requested a motion to approve the O&M permit and private water system fees. Mrs. Sacksteder made a motion to approve the O&M permit and private water system fees. Mrs. Boroff seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

General Update:

People and Growth:

Hunter Blessing (new SIT) has started!

A few sewage updates: We are pulling all HSTS variances from the past 15 years on to the O&M program. This is something the health board members have frequently asked me about. We are still struggling with the Woodland Ave. area (across from the fairgrounds) – seem to make no progress toward running a sanitary sewer- so need to have residents there replace their failed septic systems. We have tested and confirmed a generalized sewage nuisance in Old Fort and will be requiring all Old Fort residents to get on Operation and Maintenance as well.

Financial:

Voting on new fees proposed last month – one change! Public hearings were held for both water fees and O&M permit fee increases. One couple came with questions regarding the O&M program.

Service:

Mohawk Lake Bathing Beach has been closed due to high e coli count.

The fourth and final sediment sample result from the landfill has been submitted to Bureau Veritas. There were no PCBs or VOCs detected.

Health Commissioner

Mr. Young turned the floor over to the Health Commissioner, Beth Schweitzer, MPH, MCHES.

Service:

AOHC Public Affairs Meeting

AOHC Board Meeting

Opiate Task Force Meeting

Community Task Force Homeless Shelter Meeting

Testified to House Health Committee in favor of HB 210 – TB Testing

Job and Family Services Planning Committee Meeting

Facilitated and did Ethics Presentation at Health Commissioners' University

Family Children First Service Plan Committee Meeting

People:

Staff Meeting

Planning Annual Staff Retreat and Training Session for employees on August 12, need board approval

Numerous Accreditation Documents Prepared and Reviewed

All Personnel Policies reviewed and updated

All Administrative policies reviewed and updated

Employee Related Actions

None

Unfinished Business

None

New Business

Mr. Young turned the floor over to the Health Commissioner, Beth Schweitzer, MPH, MCHES to discuss the policies that were reviewed and edited by Admin team on PolicyStat.

Mr. Young requested a motion to approve the policies on Data Security Policy, Setting Fees and Charges for Health District Services, and Collection of past due Accounts for Immunizations. Mr. Lyons made a motion to approve the policies presented Data Security Policy, Setting Fees and Charges for Health District Services, and Collection of Past Due Accounts for Immunizations. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mrs. Schweitzer also discussed the Health Equity Policy but the policy would not need voted on by the Board.

Health Commissioner, Beth Schweitzer, MPH, MCHES, presented an updated Pay Grade Scale. Mr. Young requested a motion to approve the changes in Pay Grade Scale. Mrs. Sacksteder made a motion to approve the changes in pay grades. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Signatures were requested for paperwork and documents

Adjournment

Mrs. Sacksteder made a motion to adjourn the meeting. Motion carried. Meeting adjourned at 7:14 p.m.