



# Seneca County General Health District

## Board of Health Meeting Minutes

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### **Board of Health Meeting**

March 22, 2018 at 6:00 pm

Seneca County Services Building, Conference Room A

**Present:** Scott Lyons, Penelope Mashburn, Ann Sacksteder, Rebecca Shank, Philip Steyer, Robert Watson, Jimmie Young

**Absent/**

**Excused:** Bonnie Boroff

**Guests:**

**SCGHD Staff:** Beth Schweitzer, Andrea Cook, Kelly Cholodewitsch, Anita Gaietto, Trisha Kahler, Laura Wallrabenstein

### **Welcome, Roll Call and Pledge of Allegiance**

With quorum present, Mr. Young called the regularly scheduled board meeting to order on March 22, 2018 at 6:00 pm; he then presided over the Pledge of Allegiance.

### **Public Concerns/Requests**

There were no public concerns or requests brought forward.

### **Public Health In-Service**

There was no Public Health In-Service presented.

### **Approval of Minutes**

Mr. Young requested a motion to approve the minutes from the previous month's meeting. Mrs. Shank made a motion to approve the minutes from the February Board of Health Meeting. Dr. Mashburn seconded the motion. The motion carried unanimously.

### **Sub Committee Report**

There were no Sub Committee meetings to report on.

### **Expenditures**

Mr. Young requested approval of the previous month's expenditures included in board packets. Mrs. Sacksteder made a motion to approve the expenditures as presented. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mr. Lyons – Yes. Dr. Mashburn – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – 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. Lyons made a motion to approve the Out of County Meetings and Travel. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mr. Lyons – Yes. Dr. Mashburn – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

### **Advances/Repayments/Transfers**

There were no Advances, repayments or transfers to be considered.

### **Supplements**

There were no Supplements to be considered.

### **Contracts**

Mr. Young requested a motion to approve contracts:

- a. Ohio Department of Health for adult immunization provider program, 1/1/18 – 12/31/18; no money
- b. Ohio Department of Health for Medicaid administrative claiming, 7/1/17 – 6/30/19; paid quarterly per time study

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

## Resolutions

Mr. Young requested a motion to approve Resolutions:

- a. 2018.04 – Hiring of Amanda Zeigler, FT Sanitarian in Training, effective 04/02/2018

Mrs. Sacksteder made a motion to approve the Resolutions. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mr. Lyons – Yes. Dr. Mashburn – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – 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:** Ohio WIC has developed a YouTube channel, that will allow local staff to access and view trainings developed by the State. In addition to trainings, the channel will provide quick access and communication on frequently asked questions and policy reviews.

<http://www.youtube.com/channel/UCQ12JXKZjws5a6so5wxz8cg>

**Quality:** The new Ohio WIC logo has been released for local use and is displayed at the bottom of the page.

**Growth:** The recruiting checklist for hiring WIC health professionals was updated to include placing an employment ad on the Ohio WIC website.

**Finance:** The State infant food rebate was re-bid and Gerber will now be the provider of infant foods instead of Beechnut, beginning April 1<sup>st</sup>. There will be a three month transition period for this change to occur.

Ellen Purvis, Registered Dietician has relocated and has resigned. The position has been posted.

### 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:** The nursing division has been very busy with decreased staff. The nursing staff has been very understanding and picked up extra duties as requested. I have conducted 4 interviews for the part-time position. The position has been offered to an applicant but she has not accepted it yet.

**Financial:** We, as a nursing staff, will be brainstorming options to better provide nursing services in the community. MAC (Medicaid Administrative Claiming) week was 2/26/2018 - 3/4/2018. This consists of a quarterly, week long time study by 12 participants/staff. It allows the health department to be reimbursed for individual and population-based work that we do to either help enroll people in Medicaid or help them access Medicaid-covered services.

**Quality:** Always striving to provide good, quality care and service.

**Service:** We were trained, ordered and completed necessary paperwork to provide the new shingles vaccine, SHINGRIX. See vaccine information sheet. Shingrix provides 98% protection in the first year and that protection remained at 85% or higher three years after vaccination. Compared to the only other shingles vaccine at 50%. We met with a reporter from the Advertiser-Tribune to promote the immunization clinic and the Shingrix vaccine. The article, "Health District offers vaccinations for children, adults", was on page 2a Wednesday March 14, 2018.

The **Communicable Disease Program** continues to be extremely busy. Three cases of Crypto were reported but no association found. All three were/are immunocompromised. Hospitalized flu cases up from January, 15 to 21. Peak flu month historically has been February. **The Lead Program** All the nurses have been educated on the procedure to do lead testing and hemoglobin testing. These services will be offered and done during the immunizations clinics.

**Growth:** Tonya Harris attended TB conference March 20, 2018. I am investigating PHN Ready which is an online certificate program for RNs. All courses are self-paced and online. The certificate consists of 9 required online courses, which should take roughly 10.5 hours to complete. Many of the courses provide continuing education credits.

## 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. None

Mrs. Wallrabenstein presented for rescind condemnation, property located at

a. 15 Jefferson St., Bloomville, OH 44818

b. Owned by Michael J. Widman, 12 Stanton St., Bloomville, OH 44818

Motion to approve the rescind condemnation was made by Mr. Lyons, seconded by Mrs. Shank. All were in favor.

**People and Growth:** I am happy to announce that we have found a "replacement" for Jim! Amanda Zeigler (SIT) will be joining us on April 2.

**Financial:** Still no contract or "MOU" from the Dept. of Commerce about Mobile Home Park inspections.

**Service:** The landfill began sending leachate through the sewer again (adding "deodorizer") but the levels of hydrogen sulfide were still high at the house in question on Columbus Ave. – the occupants complained about the odor and had to open the windows. I'm not sure when or if we will get any resolution with this.

**Growth:** The area across from the fairgrounds (Woodland Ave.) will be getting city sewer in the near future!

This has been an on-going area of septic concern and a long-standing public health nuisance Mrs. Wallrabenstein did receive today the contract for mobile home parks.

## Health Commissioner

Mr. Young turned the floor over to the Health Commissioner, Beth Schweitzer, MPH, MCHES. Mrs. Schweitzer reviewed her report included in board member's packet:

### Service:

Northwest District Health Commissioner Meeting

Public Affairs Meeting

AOHC Board Meeting

Active Transportation Committee Meeting

2 Project Seneca Helps Meeting

2 Community Task Force – Homeless Shelter Meetings

Health Commissioner University Planning Conference Call

AOHC Fall Conference Planning Conference Call

Project Seneca Helps Event

### People:

Developed Health Commissioner Evaluation Survey for Staff

### Growth:

Annual Report preparations

Preparation for and attendance at DAC meeting

Discussion on revitalizing MRC

### Fiscal:

MAC Billing week

Consideration of funds available for accreditation consultant, Policy Stat Software and Online Time Sheet software

### Quality:

Completing Ohio Performance & Progress Data Base for State Subsidy

Accreditation Domain 6 and 11 meetings and preparation of documents

March 21, The Seneca Helps Project serviced 80 families; 21 birth certificates were issued at this event.

The Advertiser-Tribune released the county ratings from the Ohio Department of Health. Seneca County has shown some improvement over last year. We have a need for an emergency shelter for our county.

Beth is working with the Community Task Force on this project. The board members suggested we obtain statistics on the homeless situation in our county.

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## **Employee Related Actions**

Hiring of Amanda Zeigler, full time Sanitarian In Training effective 4/2/18.

## **Unfinished Business**

### **New Business**

Vaccine Price Changes as of 3/15/18

- a. Private Pay
  - Adult Hepatitis A – from \$68 to \$69
  - Pediatric Hepatitis A – from \$33 to \$34
- b. Insurance
  - Pediatric Hepatitis A – from \$51.03 to \$69.41
  - Shingrix – from \$228.98 to 224.43

Mr. Watson made a motion to approve the vaccine price changes. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mr. Lyons – Yes. Dr. Mashburn – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Ms. Cook is writing a policy which will allow for charging clients \$3.00 for making copies of immunization records. There was much discussion. Board members suggested charging \$5.00 per record.

Mr. Steyer made a motion to implement a \$5.00 fee per record for copies of immunization records. Mr. Lyons seconded the motion. The motion carried upon roll call vote. Mr. Lyons – Yes. Dr. Mashburn – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Signatures were requested for paperwork and documents signed by the board.

### **Adjournment**

Mrs. Shank made a motion to adjourn the meeting. Meeting adjourned at 6:56 p.m.