



# Seneca County General Health District

## Board of Health Meeting Minutes

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### **Board of Health Meeting**

March 25, 2021 at 6:00 pm

Meeting Via Zoom due to COVID-19

**Present:** Bonnie Boroff, Edward Logsdon, Ann Sacksteder, Rebecca Shank, Robert Watson, Jimmie Young

**Absent:**

**Excused:** Scott Lyons, Philip Steyer

**Guests:** Dr. Mark Akers, Anne Goon

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

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

With quorum present, Mr. Young called the regularly scheduled board meeting to order on March 25, 2021 at 6:06 pm; he then presided over the Pledge of Allegiance.

Mrs. Schweitzer introduced new Board Member Dr. Mark Akers to the Board of Health. Dr. Akers will be observing this meeting.

### **Public Concerns/Requests – None**

### **Public Health In-service**

Beth Schweitzer, MPH presented an in-service on review of Accreditation Site Visit. The Health Department has completed the first two days of the visit. On Friday members of the Board of Health and Community Partners will be meeting with the Site Visit Team.

### **Approval of Minutes**

Mr. Young requested a motion to approve the minutes from the February 25, 2021 meeting. Mrs. Sacksteder made a motion to approve the minutes from the February 25, 2021 Board of Health Meeting. Mrs. Shank seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Watson – Yes. Mr. Young – Yes.

### **Sub Committee Report – None**

### **Financial Report**

The Monthly Financial Report for February 2021 shows revenue for the month of \$460,779.42 and revenue year to date of \$641,181.09. Expenses for the month were \$500,200.52 and year to date expenses totaled \$943,387.79.

Mr. Young requested approval of the Monthly Financial Report for February 2021. Mrs. Boroff made a motion to approve the Monthly Financial Report for February 2021. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – 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. Watson seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – 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. Mrs. Shank

seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – 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. Mrs. Sacksteder made a motion to approve the Advances, Transfer List and Appropriations Transfer. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Watson – Yes. Mr. Young – Yes.

**Supplements** – None

### **Contracts**

Mr. Young requested a motion to approve Contracts:

- a. **Addendum** Extending Health Commissioner Beth Schweitzer's May 1, 2017 contract on a per diem basis until 5/31/2021
- b. Factor Support Group, for participation in Integrated Naloxone Access and Infrastructure Grant, effective upon signatures – 08/31/2021, no money
- c. Perry ProTech, for copier lease 01/28/2021-01/27/2026, \$555.37 per month not to exceed \$33,322.20. For copier maintenance, 01/28/2021-01/27/2026, \$55.20 per month with a possible yearly increase locked at a maximum of 6% per year. Black and white copies included up to 8,000 copies per month; any additional billed at \$.0069 per copy. All color copies billed at \$.039 per copy (payer)

Mrs. Shank made a motion to approve the Contracts. Mrs. Sacksteder seconded the motion. The motion carried upon roll call Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Watson – Yes. Mr. Young – Yes.

### **Resolutions**

Mr. Young requested a motion to approve Resolutions:

- a. 2021.02– Hiring Full-Time –Fiscal clerk– Vonnie Hartman, effective 03/08/2021\*
- b. 2021.03– Hiring Full-Time –Nursing clerk– Amber Stuard, effective 03/08/2021\*
- c. 2021.04– Hiring Full-Time –O&M clerk– Amber Terry, effective 03/30/2021\*

Mrs. Boroff made a motion to approve the Resolutions. Mrs. Shank seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – 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:

Service: As part of the most recent COVID-19 Relief Package bill, the cash value for fruits and vegetables for women and children WIC participants will increase to \$35 for a four-month period starting April 1, 2021.

March is National Nutrition Month. We are providing My Plate education materials to participants along with social media posts.

Quality: We are distributing information for participants to complete the annual WIC Participant Satisfaction Survey on-line. We received results from last year's survey, however, only a small number of participants completed. We are hoping more participants will complete this year.

We are still in the process of telephone calls to complete our State Management Evaluation.

Fiscal: In January 2021, \$49,894.50 of WIC transactions was paid to Seneca County Authorized Retailers.

In February 2021, \$49,635.67 was paid.

**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:

- Hired one full time clerk and seeking applications to hire two full time nurses.

Quality:

- Always striving to provide exceptional service.

Service:

**COVID19**

DATE	3/22	3/23	3/24
TOTAL CASES	4991	5006	5012
ACTIVE CASES	50	38	44
CONFIRMED	3103	3108	3109
PROBABLE	1888	1898	1903
MALES	2217	2224	2225
FEMALES	2774	2782	2787
CURRENTLY HOSPITALIZED	7	6	6
RECOVERED	4810	4837	4837
DEATHS	131	131	131
AVERAGE AGE	46	46	46

- As of 3/24/2021 we have provided 45 COVID vaccination clinics, 2,571 first doses, 1,775 second doses and 300 Janssen for a total of 4,646 COVID vaccinations given.
- We had 962 positive cases of COVID in January and 238 in February.
- Staff members contact traced 357 people in January and 223 people in February.
- We are scheduling COVID clinics every Wednesday from 8-5:45 and then second doses will be 30 days later on a Friday from 8-3, all by appointment only.

## **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:

Mrs. Wallrabenstein presented for rescind condemnation, properties located at:

1. 2074 SR 4 Attica, OH 44807  
Owned by Patrick E. Weaver, same address
2. 143 E. Center St. Fostoria, Oh 44830  
Owned by William Sayre, 301 S. Main St. Fostoria, Oh 44830

Mr. Young requested a motion to approve the rescind condemnation of the property located at 2074 SR 4 Attica, OH 44807, Owned by Patrick E. Weaver, same address and 143 E. Center St. Fostoria, Oh 44830 Owned by William Sayre, 301 S. Main St. Fostoria, Oh 44830. Mrs. Sacksteder made a motion rescind condemnation of the properties located at 2074 SR 4 Attica, OH 44807, Owned by Patrick E. Weaver, same address and 143 E. Center St. Fostoria, Oh 44830 Owned by William Sayre, 301 S. Main St. Fostoria, Oh 44830. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Watson – Yes. Mr. Young – Yes.

### **General Update:**

Service: EH staff is currently not helping with COVID vaccine clinics during the work week (although we all did enjoy it) simply because we are so short staffed – still down an O&M clerk and now without a sanitarian – we are struggling to keep up with our own work. Getting ready for the accreditation site visit has obviously been very time consuming as well.

Financial: Food license fees are coming in although no late fees can be charged until July of this year (legislation passed due to pandemic). Overall, this will decrease our income from the food program. Currently less than 40 (out of 386) regular places haven't paid – so clearly most operators chose to pay on time and not wait until July.

Quality: I will be evaluating our Quality Improvement Plan and still hope to bring any changes to you some time.

People: I have found a replacement O&M clerk that will be starting on March 30 – very much looking forward to this! The search is still on for a sanitarian.

### **Landfill update**

- Phase 13 is in progress, Select Waste Layer placement has been completed
- Preliminary work on the new cell has begun
- Construction on haul road in progress
- Sunny Farms Landfill hauling leachate to Fostoria Waste Water Treatment Plant
- Wetland Restoration

Sunny Farms Landfill hauling leachate to Fostoria Waste Water Treatment Plant

- Trial Period
  - Maximum 3 truckloads a day
  - Jerome monitoring before dumping and during
  - Will only be transferred to Waste Water Treatment Plant via truck, no sewer line.
  - All leachate will be pretreated for odor prior to treatment.

Stationary Monitors – 2 readings over 15 ppb  
SCGHD Monitoring – No readings over 15 ppb  
SCGHD inspections – No violations cited  
OEPA violations – No February violations  
License conditions – Conditions are being followed

### **Health Commissioner**

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

#### **Service:**

Four All AOHC Member Calls  
Two NW District Calls  
Two AOHC Board meetings with ODH Leadership  
Four calls for all health commissioners with Governor DeWine  
Four ODH Calls for health departments only  
Two Seneca County Emergency Partners meetings  
Two Response team meetings  
One Elected Official Department Heads calls  
Calls with WBVI radio  
4 calls with school Superintendents  
Two Homeless shelter call and part of Presentation to National Machinery (received nice donation and the Homeless Coalition is going to purchase a property for a shelter)  
Four Vaccine calls

#### **Growth:**

Working with ODH to set up a mass vax clinic site in Fostoria that will be 3 days a week for a total of at least 8 weeks.

#### **Quality:**

Preparation of staff for accreditation site visit  
2/3 of site visit completed.

#### **Financial:**

Two fiscal grant reports for COVID funding

### **Employee Related Actions**

#### a. Resignation

##### 1. Resignation – Amanda Zeigler, Registered Sanitarian, effective 03/03/2021

Mr. Young requested a motion to approve the resignation of Amanda Zeigler, Registered Sanitarian, effective 03/03/2021. Mrs. Shank made a motion to approve the resignation of Amanda Zeigler, Registered Sanitarian, effective 03/03/2021. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Watson – Yes. Mr. Young – Yes.

### **Unfinished Business**

#### **New Business**

The board would like to Recognize Beth Schweitzer's retirement at a later date.

#### **Adjournment**

Mrs. Sacksteder made a motion to adjourn the meeting. Motion carried. Meeting adjourned at 6:58 p.m.