

# OTTAWA COUNTY HEALTH DEPARTMENT

February 9, 2021

Present:

Board Members: Greg Deerhake, Debbie Hymore-Tester, Steven Jackson, DO, L. J. Overmyer,  
Eric Schramm, Bruce Moritz

Health Commissioner: Jerry Bingham, MPH, RS

Director of Env Health: Tracy Brown, MHE, RS, RD

Director of Health Ed & Accreditation: Joshua Niese, MPH, RS

Director of Nursing: Katie Crowell, RN, MPH

Business Manager: Debra Baumgartner

Administrative Assistant: Julie Wittman

The regular meeting of the Ottawa County District Board of Health was held via Zoom, due to the Corona Virus Pandemic, on February 9, 2021, with President, Greg Deerhake, calling the meeting to order at 5:30 p.m.

The minutes of the January 12, 2021 meeting were presented. Mr. Overmyer moved to approve the minutes. Seconded by Mr. Moritz. Motion carried.

HEALTH COMM.  
REPORT

Mr. Bingham presented the Health Commissioner's Report to the Board. He highlighted a graph with a 7-day case trend and showed the Board the new vaccination dashboard posted on Facebook and the department's website. Mr. Bingham described how the vaccine is being administered throughout the county, explaining that Magruder Hospital is utilizing our pre-registration list for clinics at their facility and the health department is vaccinating at Job and Family Services in Oak Harbor. He stated that volunteers will be utilized for upcoming vaccination clinics and that the state is ensuring the volunteers have the appropriate credentials to administer vaccines.

Mr. Bingham explained that the health department's phone system has been changed to a semi-automated system which helps direct the phone calls, getting the public the answers that they need in a more efficient manner.

Mr. Bingham detailed the procedures regarding the COVID-19 wait list, stating that people in the qualifying age group are put on this list and called to see if they are available to quickly come to the clinic for their shot at the end of the scheduled times. This eliminates wasted doses and helps to fairly ensure that those eligible are able to obtain their vaccinations.

Mr. Bingham informed the Board that the health department will be receiving 3,000 at-home rapid COVID test kits to be distributed to anyone who wants them.

PUBLIC COMMENT No public in attendance.

- ACTIVITY REPORTS Ms. Crowell reported that the Nursing Division has been busy vaccinating at COVID clinics, while still running routine clinics at the health department. She explained the temperature challenges of the Pfizer COVID-19 vaccine and the trials of distributing the vaccine to those in the appropriate age group while not receiving a large amount of vaccine. Ms. Crowell informed the Board that the clinics have been running smoothly thanks to the staff and the volunteers.
- Ms. Brown reported that the sewage program has been picking up, specifically sewage site evaluations and installation of systems for the Water Pollution Control Loan Fund (WPCLF) Program. She added that her staff has been registering the public for their COVID-19 vaccinations and working in the vaccine clinics as well.
- Mr. Niese reported that the Emergency Preparedness Coordinator has been focusing his efforts on working and coordinating schedules with the Emergency Management Agency to ensure adequate staffing at the COVID vaccination clinics. He informed the Board that the transition to the county's network will be coming soon, and that the new website should be up and running in May 2021. Mr. Niese stated that he is researching programs so that credit card payments can be utilized for services throughout the department.
- FISCAL REPORTS
1. HH Accts. Recv. Ms. Baumgartner presented the January 2021 Home Health Accounts Receivable Report.
2. Financial Report Ms. Baumgartner presented the January 2021 Board of Health Financial Report.
- 2020 FUND TRANSFERS Ms. Baumgartner recommended the Board approve the final 2020 Fund Transfers. (Attached) Mr. Overmyer moved to approve the Fund Transfers as presented. Seconded by Mr. Schramm. Motion carried.
- 2022 BUDGET Mr. Bingham informed the Board that the Finance Committee met on February 1, 2021, to prepare the 2022 budget. Mr. Moritz moved to approve the 2022 budget as presented. Seconded by Ms. Hymore-Tester. Motion carried.
- MEETINGS There are no meetings scheduled for February 2021, due to the COVID-19 Pandemic.
- BILL APPROVALS Mr. Overmyer moved to pay the bills. (Attached) Seconded by Mr. Moritz. Motion carried.

Next Meeting Date March 9, 2021 at 5:30 p.m.  
 District Advisory Council March 11, 2021 at 6:00 p.m.

Being no further business, the meeting was adjourned.

Respectfully Submitted,

Gerald W. Bingham, MPH, RS  
 Health Commissioner  
 Secretary

Greg Deerhake  
 President

**OTTAWA COUNTY HEALTH DEPARTMENT  
2020 YEAR END FUND TRANSFER RECONCILIATION ADJUSTMENT  
February 9, 2021**

<b>FROM FUND:</b>	<b>TO FUND:</b>	<b>AMOUNT</b>
036.0081.530800 Food Service	004.1001.401300 Board of Health	\$ 6,542.11
040.0084.530900 Public Health Nursing	004.1001.401300 Board of Health	\$ 16,436.75
043.0281.530100 Family Planning	004.1001.401300 Board of Health	\$ 4,966.38
045.0085.531500 Private Water	004.1001.401300 Board of Health	\$ 4,508.16
046.0048.530100 Community Health	004.1001.401300 Board of Health	\$ 15.41
050.0087.531300 EPSDT	004.1001.401300 Board of Health	\$ 384.32
061.0092.530800 MHPs	004.1001.401300 Board of Health	\$ 563.39
063.0139.530900 Home Health	004.1001.401300 Board of Health	\$ 15,509.42
064.0094.531200 WIC	004.1001.401300 Board of Health	\$ 12,929.45
076.0142.530200 Pools	004.1001.401300 Board of Health	\$ 914.44
090.0239.530100 Get Vaccinated	004.1001.401300 Board of Health	\$ 679.67
091.0116.530800 Camps	004.1001.401300 Board of Health	\$ 395.65
115.0137.530100 Solid Waste	004.1001.401300 Board of Health	\$ 462.62
116.0104.531200 CFHSP	004.1001.401300 Board of Health	\$ 78.99
117.0105.530900 Sewage	004.1001.401300 Board of Health	\$ 19,419.39
119.0107.531200 PHI/PHEP	004.1001.401300 Board of Health	\$ 85,542.60
		<u>\$ 169,348.75</u>

**OTTAWA COUNTY HEALTH DEPARTMENT  
2020 YEAR END FUND TRANSFER RECONCILIATION ADJUSTMENT CAPITAL EQUIPMENT  
February 9, 2021**

<b>FROM FUND:</b>		<b>TO FUND:</b>		<b>AMOUNT</b>
156.0109.534700	Capital Equipment	004.1001.401300	Board of Health	<u>\$ 1,060.00</u>
				<u><u>\$ 1,060.00</u></u>

**OTTAWA COUNTY HEALTH DEPARTMENT  
2021 ADDITIONAL APPROPRIATION  
February 9, 2021**

<b>FUND:</b>	<b>LINE ITEM:</b>	<b>AMOUNT</b>
046 Community Health	046.0048.530100 Transfers	\$ 1,000.00
116 CFHSP	116.0104.531200 Transfers	\$ 1,000.00
119 PHEP (PHI)	119.0107.531200 Transfers	\$ 80,000.00

# BILLS PAID

## FEBRUARY 2021

AETNA	\$48.26	MERCK	\$4,467.75
HH OVERPAYMENT REFUND		GARDASIL	
ANDA , INC.	\$11.40	MERCK	\$4,203.50
MEDROXYPROGESTERONE		MMR/VARIVAX	
BINGHAM	\$25.20	MORITZ	\$80.00
TRAVEL - JANUARY		BOARD MTG 02/09/21	
BROWN	\$127.12	MORITZ	\$80.00
TRAVEL - JANUARY		FINANCE COM MTG 02/21	
CENTER FOR DISEASE DETECTION, LLC	\$13.00	NIESE	\$42.00
FP LAB FEES		TRAVEL - JANUARY	
CROWELL	\$82.32	OHIO DIVISION OF REAL ESTATE	\$5.00
TRAVEL - JANUARY		BURIAL PERMIT	
DEERHAKE	\$80.00	OTTAWA COUNTY COMMISSIONERS	\$74.08
BOARD MTG 02/09/21		IT SERVICES-JANUARY	
DEERHAKE	\$80.00	OVERMYER	\$80.00
FINANCE COM MTG 02/21		BOARD MTG 02/09/21	
ERIE COUNTY GENERAL HEALTH	\$168.00	PERRY PROTECH	\$70.95
WATER SAMPLES		COPIER SERVICE FOR 01/21	
ERIE COUNTY GENERAL HEALTH	\$63.00	PERRY PROTECH	\$70.95
WATER SAMPLES - JANUARY		COPIER SERVICE FOR 02/21	
ESOLUTIONS, INC.	\$95.00	PERRY PROTECH	\$70.95
HH FILE TRANSFER SERVICES		COPIER SERVICE FOR 03/21	
FACER	\$142.24	PERRY PROTECH	\$43.17
TRAVEL - JANUARY		OVERAGE FOR 01/21	
FOX	\$49.28	PERRY PROTECH	\$34.09
TRAVEL - JANUARY		OVERAGE FOR 12/20	
FP MAILING SOLUTIONS	\$30.00	PERS	\$12,763.46
POSTAGE METER-FREIGHT		PERS PAYMENT FEBRUARY	
FP MAILING SOLUTIONS	\$209.00	QUILL CORPORATION	\$24.00
POSTAGE METER INK		SUPPLIES - JANUARY	
FRIENDS OFFICE	\$38.94	RIVERVIEW INDUSTRIES, INC.	\$971.40
SUPPLIES - DECEMBER		CUST. SERV FOR 12/20	
GLAXOSMITHKLINE	\$2,654.84	RIVERVIEW INDUSTRIES, INC.	\$986.59
HEP A&B/ ROTARIX / KINRIX		CUST. SERV FOR 01/21	
HEIN	\$71.12	ROBERTS	\$46.75
TRAVEL - JANUARY		COVID-19 CT-JANUARY 2021	
HYMORE-TESTER	\$80.00	SANDATA TECHNOLOGIES	\$465.24
BOARD MTG 02/09/21		HOME PRO SERVICES	
HYMORE-TESTER	\$80.00	SANDATA TECHNOLOGIES	\$465.24
FINANCE COM MTG 02/21		HOME PRO SERVICES-FEB	
JACKSON	\$80.00	SANOFI PASTEUR, INC.	\$219.42
BOARD MTG 02/09/21		COVID CLINIC SUPPLIES	
KASEYA	\$513.24	SANOFI PASTEUR, INC.	\$156.44
WEBROOT/VSA PROFESSIONAL		TB	
MAGRUDER HOSPITAL	\$5.49	SANOFI PASTEUR, INC.	\$151.00
XYLOCAINE		SYRINGES	
MCCLOSKEY	\$78.40	SANOFI PASTEUR, INC.	\$2,075.97
TRAVEL - JANUARY		HIB/ADACEL/MENACTRA/PENT	

SANOFI PASTEUR, INC.	\$4,610.14
PREVNAR	
SCHRAMM	\$80.00
BOARD MTG 02/09/21	
SHOPLET.COM	\$412.35
SUPPLIES FOR JANUARY	
STAPLES	\$381.89
SUPPLIES - JANUARY	
STERLING PC MAINTENANCE SOLUTIONS	\$530.00
COMPUTER CONTRACT	
THE ROCKET SHOP BY RIVER RIDGE	\$2,337.00
SHIRTS, JACKETS	
TheraCom LLC	\$391.02
NEXPLANON	
TRISTANO	\$163.52
TRAVEL - JANUARY	
ULINE	\$503.43
SUPPLIES FOR JANUARY	
UNITED PARCEL SERVICE	\$23.59
SERVICES FOR 12/20-01/21	
VERIZON WIRELESS	\$390.61
CELL PHONES	
WITTMAN	\$20.16
TRAVEL - JANUARY	