

OTTAWA COUNTY HEALTH DEPARTMENT

March 10, 2020

Present:

Board Members: Greg Deerhake, Debbie Hymore-Tester, Steven Jackson, DO, Eric Schramm
Health Commissioner: Nancy C. Osborn, RN, MPA
Director of Env. Health: Jerry Bingham, MPH, RS
Director of Nursing: Diane Kokinda, RN, BSN
Administrative Assistant: Julie Wittman

The regular meeting of the Ottawa County District Board of Health was held on March 10, 2020, with President, Greg Deerhake, calling the meeting to order at 5:30 p.m.

The minutes of the February 11, 2020 meeting were presented. Dr. Jackson moved to approve the minutes. Seconded by Ms. Hymore-Tester. Motion carried.

- ACTIVITY REPORTS Ms. Kokinda presented the January and February 2020 Nursing Activity Reports. Mr. Bingham presented the January and February 2020 Environmental Health Activity Reports.
- CORONA VIRUS UPDATE Ms. Osborn updated the Board on the activities and responsibilities of the health department, in response to the Corona Virus (COVID-19), distributing an information sheet with symptoms and current statistics.
- FISCAL REPORTS
1. HH Accts. Recv. Ms. Osborn presented the February 2020 Home Health Accounts Receivable Report.
2. Financial Report Ms. Osborn presented the February 2020 Board of Health Financial Report.
- NOTICE OF MEDICARE HEARING Ms. Osborn explained that a Medicare Hearing has been scheduled for a denied 2013 Home Health claim on April 16, 2020. She added that the health department has appealed this denial to the Administrative Law Judge, who will conduct the hearing.
- PERSONNEL
1. Clerical Vacancy Ms. Osborn informed the Board that the Clerical Specialist vacancy left by the former receptionist still exists and is currently being staffed part-time with temporary help from a Riverview Nursing Home receptionist. She stated that duties are being rearranged and she is evaluating how much time is available with existing staff before moving forward with filling this full-time vacancy.
2. Health Comm Search Committee Ms. Osborn reported that the advertisement for the Health Commissioner position was sent to the Association of Ohio Health Commissioners, Ohio Environmental Health Association, Ohio Public Health Association, and posted on the health department's website. She added that applications will be taken until March 31, 2020 and that information will be forwarded to the Board's Search Committee for their review.

GRANTS /
CONTRACTS

1. OCDF/MSJ Contract Ms. Osborn explained that after reviewing the contract specifications for the Ottawa County Detention Facility/Misdemeanor Jail, it was determined that the health department cannot successfully bid on this contract.

2. WPCLF Addl
Funding Ms. Osborn informed the Board that the Division Director at the Ohio Environmental Protection Agency for the Water Pollution Control Loan Fund Program has offered health departments in the western basin of Lake Erie an additional \$250,000 in funding.

2019 MEDICARE
HH COST REPORT Ms. Osborn requested Board approval to enter into a contract with the accounting firm of Gilmore Jason Mahler, LTD to complete the health department's 2019 Home Health Medicare Cost Report. Ms. Hymore-Tester moved to authorize Ms. Osborn to enter into a contract with the firm to complete the 2019 Home Health Medicare Cost Report. Seconded by Dr. Jackson. Motion carried.

2021 BUDGET Ms. Osborn informed the Board that the Finance Committee met on March 1, 2020, to prepare the 2021 budget. Ms. Osborn reported that the 2021 budget is balanced and explained the details of the proposed budget, stating that this budget does include \$20,000 increased political subdivision proration. Dr. Jackson moved to approve the 2021 budget as presented. Seconded by Ms. Hymore-Tester. Motion carried.

MEETINGS Ms. Hymore-Tester moved to approve attendance at the following meetings:

03/13/20	AOHC Public Affairs – Columbus (Osborn)
04/10/20	Care Transitions Collaboration – Toledo (Kokinda)
04/10/20	AOHC Public Affairs – Columbus (Osborn)
04/18/20	MOBI/TIES Training – Columbus (Crowell)

Seconded by Mr. Schramm. Motion carried.

BILL APPROVALS Ms. Hymore-Tester moved to pay the bills. (Attached) Seconded by Dr. Jackson. Motion carried.

District Advisory Council	March 12, 2020 at 6:00 p.m.
Next Meeting Date	April 14, 2020 at 5:30 p.m.

Being no further business, the meeting was adjourned.

Respectfully Submitted,

Nancy C. Osborn, RN, MPA
Health Commissioner
Secretary

Greg Deerhake
President

BILLS PAID

MARCH
2020

ANDA , INC.	\$17.45	KOKINDA	\$24.15
TRI-SPRITEC		TRAVEL - FEBRUARY	
BAILEY'S TEST STRIPS AND	\$296.00	KROGERS	\$46.23
SUPPLIES - JANUARY		SUPPLIES - FEBRUARY	
BINGHAM	\$62.68	MAGRUDER HOSPITAL	\$45.00
TRAVEL - FEBRUARY		HH ON CALL 01/20	
BROWN	\$166.75	MCCLOSKEY	\$110.98
TRAVEL - FEBRUARY		TRAVEL - FEBRUARY	
CAPUANO	\$2.88	MENDOZA	\$3.45
TRAVEL - FEBRUARY		TRAVEL - FEBRUARY	
CELLIER	\$56.35	MORITZ	\$80.00
TRAVEL - FEBRUARY		FINANCE COM MTG 03/09/20	
CROWELL	\$125.35	NIESE	\$209.88
TRAVEL - FEBRUARY		TRAVEL - FEBRUARY	
DEERHAKE	\$80.00	OHIO DIVISION OF REAL ESTATE	\$5.00
BOARD MTG 3/10/20		BURIAL PERMIT	
DEERHAKE	\$80.00	OHIO TELECOM	\$99.95
FINANCE COM MTG 03/09/20		FIBER CONCT 3/15-4/15/20	
ERIE COUNTY GENERAL HEALTH	\$100.00	OSBORN	\$182.28
WATER SAMPLES		TRAVEL - FEBRUARY	
FAZZI ASSOCIATES, INC.	\$100.00	OSUPPLIES.COM	\$162.50
HHCAPS - 03/20		ANNUAL REPORT	
FIRELANDS REGIONAL MEDICAL	\$45.00	PERS	\$14,081.39
DRG SCRIN-SEGAARD		PERS PAYMENT MARCH	
FIRELANDS REGIONAL MEDICAL	\$45.00	PORT CLINTON AREA CHAMBER OF	\$230.00
DRG SCRIN-MENDOZA		MEMBERSHIP DUES	
FOX	\$181.13	RIVERVIEW INDUSTRIES, INC.	\$890.45
TRAVEL - FEBRUARY		CUST. SERV FOR 02/20	
FRIENDS OFFICE	\$24.74	RUSH	\$201.25
SUPPLIES - FEBRUARY		TRAVEL - FEBRUARY	
GEOPHYTA	\$2,800.00	SANDATA TECHNOLOGIES	\$465.24
WPCLF HSTS SYSTEM		HOME PRO SERVICES	
GLAXOSMITHLKINE	\$270.95	SANOFI PASTEUR, INC.	\$274.67
HAVRIX		DAPTACEL	
GORDON FOOD SERVICE	\$14.85	SANOFI PASTEUR, INC.	\$74.49
SUPPLIES - MARCH		TB	
GRIFFING FLYING SERVICE, INC.	\$95.00	SCHRAMM	\$80.00
FLYING SERVICE		BOARD MTG 3/10/20	
HARRIS	\$75.33	SEDLAK	\$54.40
TRAVEL - FEBRUARY		SMOKING CONTRACT	
HEIN	\$276.58	SEGAARD	\$2.30
TRAVEL - FEBRUARY		TRAVEL - FEBRUARY	
HYMORE-TESTER	\$80.00	SENECA MEDICAL INC.	\$445.46
BOARD MTG 3/10/20		SUPPLIES FOR FEBRUARY	
HYMORE-TESTER	\$80.00	SHOPLET.COM	\$602.77
FINANCE COM MTG 03/09/20		SUPPLIES FOR FEBRUARY	
JACKSON	\$80.00	STERLING PC MAINTENANCE SOLUTIONS	\$530.00
BOARD MTG 3/10/20		COMPUTER CONTRACT	

TheraCom LLC	\$391.02
NEXPLANON	
ULINE	\$1,251.18
SUPPLIES FOR FEBRUARY	
UNITED PARCEL SERVICE	\$29.28
SERVICES FOR 2/2020	
VERIZON WIRELESS	\$224.49
CELL PHONES	
WAL-MART	\$17.88
SUPPLIES - FEBRUARY	
WITTMAN	\$24.15
TRAVEL - FEBRUARY	
WOOD COUNTY HEALTH DEPT.	\$249.80
GV-ADMIN SERVICES	