

OTTAWA COUNTY HEALTH DEPARTMENT

September 8, 2020

Present:

Board Members: Greg Deerhake, Steven Jackson, DO, Eric Schramm, L. J. Overmyer, 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 on September 8, 2020, with President, Greg Deerhake, calling the meeting to order at 5:30 p.m.

The minutes of the August 11, 2020 meeting were presented. Dr. Jackson moved to approve the minutes. Seconded by Mr. Schramm. Motion carried.

ACTIVITY REPORTS Ms. Crowell presented the August 2020 Nursing Activity Report.
Ms. Brown presented the August 2020 Environmental Health Activity Report.
Mr. Niese gave the Board an update of the Health Education and Accreditation Division.

FISCAL REPORTS

1. HH Accts. Recv. Ms. Baumgartner presented the August 2020 Home Health Accounts Receivable Report.
2. Financial Report Ms. Baumgartner presented the August 2020 Board of Health Financial Report.

COVID-19 REPORT/ UPDATE

Mr. Bingham reported that Ottawa County has dropped to a Level 1 – Risk Level Yellow on Ohio’s COVID-19 map. He added that the department and the county’s schools have been working together, and the schools have been very appreciative of the department’s guidance. Mr. Bingham informed the Board that the Association of Ohio Health Commissioners (AOHC) is proposing a three-year moratorium on cost methodology to the Retail Food Safety Advisory Council, due to COVID-19. He explained that without the moratorium retaining the current fees for 3 years, the operators will see a dramatic fluctuation of fees for their Food Service Operations/ Retail Food Establishments.

CARES ACT

Mr. Bingham informed the Board that the County Commissioners have made available funding from the Cares Act that can be utilized for expenses directly related to COVID-19. He stated that he plans to utilize the funds received from the County Commissioners for wages for employees substantially dedicated to COVID-19, and also various equipment upgrades (copy machine and cameras and monitors to use for virtual meetings).

2020 FLU FEES Ms. Crowell presented the proposed fee changes for the 2020 Flu Season. (Attached) Mr. Overmyer moved to approve the fee changes for the 2020 Flu Season. Seconded by Dr. Jackson. Motion carried.

HOME HEALTH PROGRAM Ms. Crowell presented the Board with a plan to discontinue the Ottawa County Health Department's Home Health Program, assuring the Board that no employee will be losing their job as a result of this action. (Attached) Dr. Jackson moved to approve the proposed plan to close the Ottawa County Health Department Home Health Program. Seconded by Mr. Schramm. Motion carried.

PERSONNEL
1. Facer-SIT Mr. Bingham informed the Board that Lauren Facer was selected to fill the full-time Sanitarian-in-Training position. Mr. Schramm moved to hire Lauren Facer as a Sanitarian-in-Training, effective September 8, 2020. Seconded by Dr. Jackson. Motion carried.

MEETINGS There are no meetings scheduled for September 2020, due to the COVID-19 Pandemic.

BILL APPROVALS Mr. Overmyer moved to pay the bills. (Attached) Seconded by Mr. Moritz. Motion carried.

Mr. Schramm moved to enter into Executive Session for personnel matters to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Seconded by Dr. Jackson. Roll call vote: Mr. Deerhake-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried.

Mr. Schramm moved to enter into open session. Seconded by Dr. Jackson. Motion carried.

Next Meeting Date October 13, 2020 at 5:30 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

Proposed Fees

Effective September 28, 2020

<u>Proposed Vaccination Fees</u>	<u>Current Charge</u>	<u>Proposed Charge</u>
Fluzone (Quad) VFC Pediatric (6 month-19 years) <i>Vaccine is free, admin fee is \$21.25</i> <i>State funded vaccine for uninsured/underinsured</i>	N/A	\$21.25
Flulaval (Quad) Billable Pediatric & Adult Flu Vaccine <i>\$12 for vaccine \$28 admin fee</i> <i>*Free with most insurance</i>	\$35.00	\$40.00
Fluad High Dose Adults 65 years and older <i>\$42 for vaccine \$28 admin fee</i> <i>*Free with most insurance</i>	\$60.00	\$70.00

Proposed Plan for closing out home health services:

1. October 1, 2020: inform local physicians, hospitals, and PT/ OT providers of our intent to discontinue our home health services in Ottawa County.
2. November 1, 2020: Discontinue acceptance of new patients for home health services.
3. November –December, 2020: find our 1 long standing home health patient adequate services to meet their needs. Finish out services with existing patients.
4. January-May/ June 2021: complete billing for home health patients, close out existing claims, pay off any outstanding bills.
5. June- December, 2021: Leave existing home health money sit so we can make sure no additional expenses arise, pay them if needed.
6. January 2022: reallocate home health money to clinic services.

This is a fluid schedule, if we close out claims early this 01/22 reallocation could be changed, but it is important we leave that money sit until we know all bills have been paid, and all expenses have been covered.

Contracts/ Fees to discontinue:

1. PT Services- budgeted at \$40,000/ year
2. PT Magruder- budgeted at \$15,000/ year
3. OT- PT services- budgeted at \$3,500/ year
4. OT Magruder- budgeted at \$5,000/ year
5. Speech Therapy – budgeted at \$2,000/ year
6. 24 hr answering services- budgeted at \$3,100/ year
7. Sandata/ HH billing- \$7,000/ year
8. Fazzi/ Oasis/ CAHPS- \$1,200/ year
9. Misc office supplies, faxing, copies, paper, HH paperwork - \$500/year
10. Aide clothing allowance - \$70/ person/ year

Total: \$77,440/ year

Email from the State Auditor's Office based on the proposed plan:

Based on the information you provided below, I believe the District would be able to (when they deem the time lapse to be sufficient) transfer those funds from the Home Health Fund to any fund of the District. I base this primarily on, as previously discussed, a – the Home Health Funds not accumulating any State / Federal grant funding that would need to potentially be returned and b – the lack of ORC 5705.14-.16 (which cover transfers of funds) applying to the District. I think your plan of attack is certainly logical and reasonable.

I think the key through all of this is just documentation – documenting the Board’s intent to disband the program, ensuring proper time has passed to allow for all incurred but not realized expenses of the program to be paid, and formal Board approval of closing the fund and transferring the remaining balance to whatever fund / funds they see appropriate. I don’t see how the District would be on the hook to return funds if there was no grant funding for the fund. And even if there was, under governmental accounting it’s assume when restricted (grant) and unrestricted (billings) monies are commingled, restricted funds are spent first. I don’t think the District would have any problems demonstrating it spent considerably more overall than it would have taken in in grant funding over the years.

Hopefully that helps. If you have any questions / comments, please let me know.

Thanks,



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BILLS PAID

SEPTEMBER

2020

ASD SPECIALTY HEALTHCARE, LLC	\$244.73	OTTAWA COUNTY COMMISSIONERS	\$483.42
PARAGARD		WORKERS COMP ADMIN FEE	
BINGHAM	\$16.10	OVERMYER	\$80.00
TRAVEL - AUGUST		BOARD MTG 9/8/20	
BROWN	\$80.50	P.T. SERVICE INC.	\$4,479.00
TRAVEL - AUGUST		PT/OT SRVC FOR 08/20	
CONCORDANCE HEALTHCARE	\$104.41	PERS	\$11,324.14
SUPPLIES FOR AUGUST		PERS PAYMENT SEPTEMBER	
CROS.NET, INC.	\$99.00	PITNEY BOWES	\$106.39
ANNUAL DIAL UP FEE		RED INK	
CROWELL	\$25.88	RIVERVIEW INDUSTRIES, INC.	\$971.40
TRAVEL - AUGUST		CUST. SERV FOR 07/20	
DEERHAKE	\$80.00	RIVERVIEW INDUSTRIES, INC.	\$1,052.35
BOARD MTG 9/8/20		CUST. SERV FOR 08/20	
ERIE COUNTY GENERAL HEALTH	\$700.00	ROBERTS	\$486.75
BEACH SAMPLES		COVID-19 CT	
ERIE COUNTY GENERAL HEALTH	\$189.00	RUSH	\$827.43
WATER SAMPLES		TRAVEL - AUGUST	
FOX	\$49.45	SANDATA TECHNOLOGIES	\$465.24
TRAVEL - AUGUST		HOME PRO SERVICES	
FRIENDS OFFICE	\$17.07	SANOFI PASTEUR, INC.	\$210.11
SUPPLIES - AUGUST		IMM SYRINGES	
GLAXOSMITHKLINE	\$3,297.43	SCHRAMM	\$80.00
FLULAVAL		BOARD MTG 9/8/20	
GLAXOSMITHKLINE	\$270.95	SEGAARD	\$4.60
HAVRIX		TRAVEL - AUGUST	
HEIN	\$201.83	SEQIRUS USA INC.	\$6,753.81
TRAVEL - AUGUST		FLUCELVAX	
JACKSON	\$80.00	SHOPLET.COM	\$268.23
BOARD MTG 9/8/20		SUPPLIES FOR AUGUST	
MERCK	\$4,467.75	STAPLES	\$342.13
GARDASIL		SUPPLIES - AUGUST	
MILLER BOAT LINE	\$20.00	STERLING PC MAINTENANCE SOLUTIONS	\$530.00
FERRY TICKETS		COMPUTER CONTRACT	
MOJO ONSITE, LLC	\$5,562.50	TRISTANO	\$2.30
SEWAGE SYSTEM WPCLF		TRAVEL - AUGUST	
MORITZ	\$80.00	ULINE	\$559.58
BOARD MTG 9/8/20		SUPPLIES FOR AUGUST	
NIESE	\$100.76	VERIZON WIRELESS	\$399.61
CELL PHONE SUPPLY REIMB		CELL PHONES	
NIESE	\$365.13	WADE	\$81.65
TRAVEL - AUGUST		TRAVEL - AUGUST	
OHIO DIVISION OF REAL ESTATE	\$2.50	WAL-MART	\$14.46
BURIAL PERMIT		SUPPLIES - AUGUST	
OHIO TELECOM	\$99.95	WARNER	\$200.00
FIBER CONCT 9/15-10/15/20		WPCLF EPA REFUND	
OTTAWA COUNTY COMMISSIONERS	\$8,012.12	WELLSKY	\$100.00
3RD QTR RENT		HHCAPS - 9/20	

WITTMAN	\$14.95
TRAVEL - AUGUST	
WOOD COUNTY HEALTH DEPT.	\$473.25
GV-ADMIN SERVICES	