

OTTAWA COUNTY HEALTH DEPARTMENT

October 13, 2020

Present:

Board Members: Greg Deerhake, Debbie Hymore-Tester, 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 October 13, 2020, with President, Greg Deerhake, calling the meeting to order at 5:30 p.m.

The minutes of the September 8, 2020 meeting were presented. Dr. Jackson moved to approve the minutes. Seconded by Mr. Schramm. Motion carried.

MAISONVILLE
PRIVATE WATER
SYSTEM VARIANCE

Ms. Brown stated that Daniel Maisonville has requested a variance from the Board of Health, to replace a hauled water storage tank at his home at 3416 Memorial Shoreway, Danbury Township. She explained that the tank will be placed in the same position as the current cracked tank, which does not meet the distance requirement from the propane tank on the property. Dr. Jackson moved to grant the variance to Daniel Maisonville to replace the hauled water storage tank at 3416 Memorial Shoreway, Danbury Township. Seconded by Ms. Hymore-Tester. Motion carried.

2021 PROPOSED
FOOD SERVICE/RFE
FEE RESOLUTION
2021-01
(First Reading)

Ms. Brown briefly described the cost methodology used to determine the food service fee changes and presented the proposed food service fee schedule to the Board. Mr. Bingham informed the Board that he has discussed the resolution procedure with the Ottawa County Prosecuting Attorney, who explained that all readings can be conducted by title only. Ms. Hymore-Tester moved to read Resolution 2021-01 by title only. Seconded by Mr. Schramm. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried. The first reading of Resolution 2021-01 was conducted by title only. (Attached) Mr. Schramm moved to approve the first reading. Seconded by Mr. Overmyer. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried.

ACTIVITY REPORTS

Ms. Crowell presented the September 2020 Nursing Activity Report and Third Quarter Program Projections.
Ms. Brown presented the September 2020 Environmental Health Activity Report and Third Quarter Program Projections.

Mr. Niese gave the Board an update of the Health Education and Accreditation Division.

FISCAL REPORTS

1. HH Accts. Recv.

Ms. Baumgartner presented the September 2020 Home Health Accounts Receivable Report.

2. Financial Report

Ms. Baumgartner presented the September 2020 Board of Health Financial Report.

2020 FUND TRANSFERS

Mr. Bingham recommended the Board approve the 2020 fund transfers. (Attached) Dr. Jackson moved to approve the Fund Transfers as presented. Seconded by Ms. Hymore-Tester. Motion carried.

GRANTS / CONTRACTS

1. 2022 IN NOA

Ms. Crowell reported that a Notice of Award (NOA) was received from the Ohio Department of Health (ODH) for the 2022 Integrated Naloxone (IN) Grant for a total of \$30,000.

2. Allshred Contract

Mr. Bingham requested Board approval to enter into a contract with Allshred to shred health department documents in order to be compliant with the department's record retention policy. Ms. Hymore-Tester moved to authorize Mr. Bingham to enter into a contract with Allshred. Seconded by Dr. Jackson. Motion carried.

3. Cribs for Kids
Sandusky County

Mr. Bingham requested Board approval to enter into a tri-county contract with Sandusky and Huron Counties (with Sandusky County being the lead agency) to administer the Cribs for Kids Program. Dr. Jackson moved to authorize Mr. Bingham to enter into a contract with Sandusky County for the Cribs for Kids Program. Seconded by Ms. Hymore-Tester. Motion carried.

HEALTH COMM REPORT

Mr. Bingham updated the Board on several topics in this new agenda item. He gave a brief update on recent COVID activities, informing the Board that Ottawa County has moved into the orange category. The Epidemiologist has been extremely busy with contact tracing and that the department is currently working on vaccine planning.

The Water Pollution Control Loan Fund (WPCLF) through the Ohio EPA has helped 47 families to date. All 2019 funding has been utilized, with \$150,000 available in 2020 in addition to the H2Ohio Funding received for another \$250,000.

The draft findings and orders for the Curtice-Williston Sanitary Survey have been received. This 2-year project will entail a survey at each household in Curtice and Williston, along with a dye test and effluent collection samples.

Voluntary Point of Dispensing (POD) training will be held on Monday, October 19, 2020 at the fairgrounds and all employees have agreed to attend.

Employee recognition for 2 employees was posted on social media. Ryan Tristano has passed his Registered Sanitarian exam. Sue Hein, RN, has completed her 30th year with the health department.

MEETINGS

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

BILL APPROVALS

Ms. Hymore-Tester moved to pay the bills. (Attached) Seconded by Mr. Overmyer. Motion carried.

Mr. Overmyer 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 Ms. Hymore-Tester. Roll call vote: Mr. Deerhake-yes, Ms. Hymore-Tester-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried.

Ms. Hymore-Tester moved to enter into open session. Seconded by Dr. Jackson. Motion carried.

Next Meeting Date November 10, 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

RESOLUTION 2021-01

Resolution Establishing Retail Food Establishment/ Food Service Operation License Fees in the Ottawa County General Health District

A resolution amending the fees as they pertain to the Retail Food Establishment/Food Service Operation Program.

Whereas the Ottawa County Board of Health needs fees to conduct the Retail Food Establishment/Food Service Operation Program in order to properly carry out its responsibilities and duties in meeting its obligation to protect the public's health and welfare;

Therefore, under the authority of Section 3709.09 and 3717 of the Ohio Revised Code, be it resolved by the Board of Health of the Ottawa County General Health District that the following fees be adopted.

The cost of a license for a Retail Food Establishment/Food Service Operation as defined in 3717.01 of the Ohio Revised Code shall be any amount determined by the Public Health Council pursuant to Section 3717.25 and 3717.45 of the ORC plus the following fee:

<u>RFE/FSO</u>	<u>Local Fee</u>	<u>RFE/FSO</u>	<u>Local Fee</u>
Level 1<25,000 Sq Ft	\$180.35	Level 1>25,000 Sq Ft	\$248.18
Level 2<25,000 Sq Ft	\$199.62	Level 2>25,000 Sq Ft	\$259.74
Level 3<25,000 Sq Ft	\$356.09	Level 3>25,000 Sq Ft	\$849.40
Level 4<25,000 Sq Ft	\$443.96	Level 4>25,000 Sq Ft	\$898.74
Mobile RFE/FSO			\$58.34
Temporary Retail Food Establishment/Day			\$43.43
Temporary Food Service Operation/Day			\$43.43
Vending Machine Location			\$19.59

This resolution shall take effect and be in force from and after the earliest period allowed by law.

Roll call vote: Mr. Deerhake-____; Ms. Hymore-Tester-____; Dr. Jackson-____; Mr. Schramm-____; Mr. Overmyer-____; Mr. Moritz-____.

ADOPTED BY THE OTTAWA COUNTY BOARD OF HEALTH
THIS 12th DAY OF JANUARY, 2021.

Greg Deerhake, President
Ottawa County Board of Health

Gerald W. Bingham, Jr, MPH, RS, Secretary
Ottawa County Board of Health

**OTTAWA COUNTY HEALTH DEPARTMENT
FUND TRANSFER
October 13, 2020**

FROM FUND:	TO FUND:	AMOUNT
036.0081.530800 Food Service	004.1001.401300 Board of Health	\$ 26,357.36
040.0084.530900 Public Health Nursing (PHN)	004.1001.401300 Board of Health	\$ 39,157.08
050.0087.531300 EPSDT	004.1001.401300 Board of Health	\$ 801.98
061.0092.530800 MHP	004.1001.401300 Board of Health	\$ 783.33
076.0142.530200 Pools	004.1001.401300 Board of Health	\$ 3,843.64
091.0116.530800 Camps/RV	004.1001.401300 Board of Health	\$ 3,895.95
115.0137.530100 Solid Waste	004.1001.401300 Board of Health	<u>\$ 664.21</u>
		<u>\$ 75,503.55</u>

BILLS PAID

OCTOBER 2020

ASD SPECIALTY HEALTHCARE, LLC	\$246.58	MAGRUDER HOSPITAL	\$45.00
PARAGARD		HH ON CALL 09/20	
BALDWIN GROUP, INC`	\$1,397.94	MAGRUDER HOSPITAL	\$0.92
HDIS MNTCE 2021		LIDOCAIN	
BEAVER	\$200.00	MAGRUDER HOSPITAL	\$474.00
WPCLF EPA REFUND		PT SERVICES FOR 08/20	
BINGHAM	\$62.68	MERCK	\$2,468.73
TRAVEL - SEPTEMBER		GARDASIL	
BROWN	\$438.73	MERCK	\$2,101.75
TRAVEL - SEPTEMBER		MMR / VARIVAX	
CAPUANO	\$12.08	MILLER BOAT LINE	\$420.00
TRAVEL - SEPTEMBER		FERRY TICKETS	
CENTER FOR DISEASE DETECTION, LLC	\$30.50	MORITZ	\$80.00
FP LAB FEES		BOARD MTG 10/13/20	
CONCORDANCE HEALTHCARE	\$100.50	MT BUSINESS TECHNOLOGIES	\$154.58
SUPPLIES FOR SEPTEMBER		COPIER SERVICE FOR 09/20	
CROWELL	\$16.68	NIESE	\$29.33
TRAVEL - SEPTEMBER		TRAVEL - SEPTEMBER	
DEERHAKE	\$80.00	NOODLE SOUP	\$498.40
BOARD MTG 10/13/20		WIC SUPPLIES	
ERIE COUNTY GENERAL HEALTH	\$231.00	OHIO DIVISION OF REAL ESTATE	\$7.50
WATER SAMPLES		BURIAL PERMIT	
FACER	\$219.65	OHIO TELECOM	\$99.95
TRAVEL - SEPTEMBER		FIBER CONCT 10/15-11/15	
FIRELANDS REGIONAL MEDICAL	\$45.00	OVERMYER	\$80.00
DRG SCRIN-FACER		BOARD MTG 10/13/20	
FIRELANDS REGIONAL MEDICAL	\$45.00	P.T. SERVICE INC.	\$3,479.00
DRG SCRIN-TRISTANO		PT/OT SRVC FOR 09/20	
FOX	\$32.78	PERS	\$8,212.86
TRAVEL - SEPTEMBER		PERS PAYMENT OCTOBER	
FRIENDS OFFICE	\$5.56	PITNEY BOWES	\$105.00
SUPPLIES - SEPTEMBER		POSTAGE MACH LEASE 9/20	
GILMORE JASION MAHLER, LTD	\$3,200.00	POSTMASTER	\$2,400.00
2019 MEDICARE COST REPORT		REFILL POSTAGE METER	
HEIN	\$85.68	PUBLIC HEALTH ACCREDITATION	\$8,400.00
TRAVEL - SEPTEMBER		ANNUAL ACCRED SERVICES	
HYMORE-TESTER	\$80.00	RIVERVIEW INDUSTRIES, INC.	\$971.40
BOARD MTG 10/13/20		CUST. SERV FOR 09/20	
JACKSON	\$80.00	ROBERTS	\$55.00
BOARD MTG 10/13/20		COVID-19 CT	
JEFF KURAS EXCAVATING, LLC	\$27,960.00	RUSH	\$347.88
SEWAGE SYSTEM WPCLF		TRAVEL - SEPTEMBER	
KROGERS	\$50.46	SANDATA TECHNOLOGIES	\$465.24
SUPPLIES - SEPTEMBER		HOME PRO SERVICES	
MAGRUDER HOSPITAL	\$1,185.00	SANOFI PASTEUR, INC.	\$6,607.46
PT/OT SERVICES FOR 09/20		MENACTRA/ADACEL	
MAGRUDER HOSPITAL	\$45.00	SANOFI PASTEUR, INC.	\$2,197.42
HH ON CALL 08/20		PREVNAR 13	

SANOFI PASTEUR, INC.	\$148.98
TB	
SANOFI PASTEUR, INC.	\$2,202.03
MENACTRA	
SCHRAMM	\$80.00
BOARD MTG 10/13/20	
SCHRINER	\$200.00
SRVCS 9/18/20	
SEGAARD	\$5.75
TRAVEL - SEPTEMBER	
SHOPLET.COM	\$1,774.71
SUPPLIES FOR SEPTEMBER	
STERLING PC MAINTENANCE SOLUTIONS	\$530.00
COMPUTER CONTRACT	
TEREM MARKETING	\$192.00
LETTERHEAD	
TREASURER, STATE OF OHIO	\$792.00
3RD QTR WATER CERTS	
TREASURER, STATE OF OHIO	\$110.00
3RD QTR CAMP CERTS	
TREASURER, STATE OF OHIO	\$252.00
3RD QTR FSO CERTS	
TREASURER, STATE OF OHIO	\$455.00
3RD QTR POOL CERTS	
TREASURER, STATE OF OHIO	\$84.00
3RD QTR RFE CERTS	
TREASURER, STATE OF OHIO	\$1,028.00
3RD QTR SEWAGE CERTS	
TREASURER, STATE OF OHIO	\$8,684.00
3RD QTR VITAL STATS 2020	
TRISTANO	\$196.50
TRAVEL - SEPTEMBER	
UNITED PARCEL SERVICE	\$24.12
SERVICES FOR 10/20	
UNITED PARCEL SERVICE	\$22.24
SERVICES FOR 09/20	
VERIZON WIRELESS	\$296.74
CELL PHONES	
WADE	\$160.43
TRAVEL - SEPTEMBER	
WAL-MART	\$16.98
SUPPLIES - SEPTEMBER	
WELLSKY	\$100.00
HHCAPS - 10/20	
WITTMAN	\$13.80
TRAVEL - SEPTEMBER	
ZIMMERMAN BUILDING CO LLC	\$285.00
SEWAGE REFUND	