



OTTAWA COUNTY HEALTH DEPARTMENT

August 10, 2021

Present:

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

Health Commissioner: Jerry Bingham, MPH, RS

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

Director of Nursing: Katie Crowell, RN, MPH

Business Manager: Debra Baumgartner

Administrative Assistant: Julie Wittman

Guests: Hannah Overmyer

See attached

The regular meeting of the Ottawa County District Board of Health was held on August 10, 2021, with President, Debbie Hymore-Tester calling the meeting to order at 5:30 p.m.

The minutes of the July 13, 2021 meeting were presented. Mr. Overmyer moved to approve the minutes. Seconded by Dr. Jackson. Motion carried.

HEALTH COMM.
REPORT

Mr. Bingham presented the Health Commissioner's Report to the Board. He updated the Board on the trending of COVID cases, which shows an upward trend from the last reporting period. He explained that this most likely is due to the more infectious Delta strain, which is the dominant strain in our county. Mr. Bingham stated that the department is stressing the importance of vaccinations and that all county schools have been given opportunities to set up vaccination clinics in their schools.

Mr. Bingham informed the Board that he attended a summer picnic hosted by Governor DeWine for all health commissioners, spouses, and ODH leadership.

PUBLIC COMMENT

Dr. Julie Swartz, from Genoa, addressed the Board regarding COVID vaccinations. Dr. Swartz is an emergency room physician at St. Vincent's Hospital and has seen an increase in children's COVID cases. She urged the Board to mandate masking for school age children under 12 until they can be vaccinated. Mr. Bingham explained that SB22 restricts health departments from mandating masks, however, masks have been highly recommended to all county schools.

PRESENTATION –
BOARD CEUs
MOSQUITO GRANT

Hannah Overmyer presented information on the Mosquito Grant to the Board, explaining her role in the grant and giving the Board a sample of her handouts. The Board earned 30 minutes of CEUs from this presentation.

PERRY
WATER VARIANCE

Ms. Brown informed the Board that Brianna Perry has requested a variance from the Board of Health for her residence at 16600 W. Trowbridge Rd., Graytown, so that she can reuse an existing well on the property. Due to a hardship, she will not be able to drill a new well. Dr. Jackson moved to grant the variance to Brianna Perry, with the following stipulations: (1) A registered private water contractor verifies that the surface condition of the well casing is undamaged, not deteriorated, in good condition and the depth of the well casing is at least 25 feet in length; (2) There is no direct infiltration of the surface water; (3) The well pump is functioning properly; (4) The well is capable of meeting the bacterial water quality standards in paragraph (K) of rule 3701-28-04 of the Administrative Code; and (5) An application/ permit for a private water system must be obtained prior to any work being done on the well. Seconded by Mr. Schramm. Motion carried.

PERFORMANCE
MGMT PLAN

Mr. Bingham presented the Board with the Performance Management Plan, which will be in effect for 1 year so that approval of the next Performance Management Plan will coincide with the 3-year cycle of the department's Strategic, Workforce Development, and Quality Improvement Plans. Mr. Schramm moved to approve the Performance Management Plan. Seconded by Mr. Overmyer. Motion carried.

QI PLAN

Mr. Bingham presented the Board with the Quality Improvement Plan, which will be in effect for 1 year so that approval of the next Quality Improvement Plan will coincide with the 3-year cycle of the department's Strategic, Workforce Development, and Performance Management Plans. Dr. Jackson moved to approve the Quality Improvement Plan. Seconded by Mr. Overmyer. Motion carried.

PERSONNEL

1. D. Segard-Resign

Mr. Bingham informed the Board that Dawn Segard resigned her position as Clerical Supervisor, effective August 31, 2021. Mr. Deerhake moved to accept Dawn Segard's resignation. Seconded by Dr. Jackson. Motion carried.

2. M. Daniels-Hire

Mr. Bingham stated that Mary Daniels has been selected to fill the full time Clerical Specialist position, effective August 16, 2021. He added that she is interested in the recently posted Clerical Supervisor position. Mr. Overmyer moved to hire Mary Daniels as a Clerical Specialist, effective August 16, 2021. Seconded by Dr. Jackson. Motion carried.

GRANTS /
CONTRACTS

1. A. Schriener-WIC

Mr. Bingham requested Board approval to renew the current contract with Arlene Schriener, RD, LD, to provide dietician services as part of the WIC Program, with no rate changes to the contract. Mr. Deerhake moved to authorize Mr. Bingham to renew the contract with Arlene Schriener to provide dietician services for the WIC Program. Seconded by Mr. Schramm. Motion carried.

2. PH Workforce Dev

Mr. Bingham requested Board approval to apply to ODH for a \$180,000 Public Health Workforce Development Grant, for the purpose of restructuring or bolstering up the department's workforce to better prepare for emergency response. Dr. Jackson moved to authorize Mr. Bingham to apply for the Public Health Workforce Development Grant. Seconded by Mr. Overmyer. Motion carried.

DIVISION REPORTS

1. Nursing

Ms. Crowell reported that the Nursing Division’s immunization clinics are picking up due to school vaccinations, and that additional walk-in COVID vaccination clinics will be added. She stated that flu clinic preparations have begun as well.

2. Env Health

Ms. Brown reported that the Environmental Health Division should complete all seasonal food inspections prior to Labor Day, with camp and beach inspections already completed. She added that the Water Pollution Control Loan Fund (WPCLF) Program is on-track to utilize all funding for 2021.

3. Health Ed/Accred

Mr. Bingham informed the Board that a customer satisfaction survey is up and running and that the department has begun utilizing the credit card machine for walk-in customers. He stated that application will be made to the Public Health Accreditation Board (PHAB) to come out of approved archive for Accreditation this month.

FINANCIAL REPORT

Ms. Baumgartner presented the July 2021 Board of Health Financial Report.

MEETINGS

Dr. Jackson moved to approve attendance at the following meetings:

- 09/10/21 Outbreak Investigation Training by ORBIT ODH – Bowling Green (Capuano, Niese)
- 09/13/21 } AOHC Fall Conference – Columbus (Bingham, McLean)
- 09/15/21 }

Seconded by Mr. Schramm. Motion carried.

BILL APPROVALS

Mr. Overmyer moved to pay the bills. (Attached) Seconded by Mr. Schramm. Motion carried.

Next Meeting Date September 21, 2021 at 5:30 p.m. – Third Tuesday

Being no further business, the meeting was adjourned.

Respectfully Submitted,

Gerald W. Bingham, MPH, RS
Health Commissioner
Secretary

Debbie Hymore-Tester
President

BILLS PAID

AUGUST

2021

AETNA	\$815.22	KASEYA	\$1,108.08
HH OVERPAYMENT REFUND		WEBROOT/VSA PROFESSIONAL	
ALLSHRED SERVICES	\$62.85	LUDU	\$170.00
SHREDDING		WPCLF EPA REFUND	
AOHC	\$370.00	MAGRUDER HOSPITAL	\$7.28
AOHC FALL CONFERENCE-DR M		LIDOCAINE	
AOHC	\$330.00	MCCLOSKEY	\$6.72
AOHC FALL CONFERENCE-JB		TRAVEL - JULY	
BAUMGARTNER	\$4.48	MERCK	\$4,690.38
TRAVEL - JULY		GARDASIL	
BINGHAM	\$45.92	MILLER BOAT LINE	\$342.00
TRAVEL - JULY		FERRY TICKETS	
BROWN	\$185.36	NIESE	\$79.52
TRAVEL - JULY		TRAVEL - JULY	
CAPUANO	\$81.76	NIKOLAJEVS	\$200.00
TRAVEL - JULY		WPCLF EPA REFUND	
CASTALIA TRENCHING & READY MIX	\$28,220.00	OVERMYER	\$80.00
SEWAGE SYSTEM WPCLF		BOARD MTG 08/10/21	
CONCORDANCE HEALTHCARE	\$127.46	OVERMYER	\$520.80
SUPPLIES FOR JULY		TRAVEL - JULY	
DEERHAKE	\$80.00	PERRY PROTECH	\$72.95
BOARD MTG 08/10/21		COPIER SERVICE FOR 09/21	
DOUGHERTY	\$100.00	PERRY PROTECH	\$96.63
WPCLF EPA REFUND		OVERAGE FOR 07/21	
ERIE COUNTY GENERAL HEALTH	\$252.00	PERS	\$13,406.42
WATER SAMPLES - JULY		PERS PAYMENT AUGUST	
ESOLUTIONS, INC.	\$97.38	RIVERVIEW INDUSTRIES, INC.	\$1,076.28
HH FILE TRANSFER SERVICES		CUST. SERV FOR 07/21	
FACER	\$363.44	RUSH	\$408.24
TRAVEL - JULY		TRAVEL - JULY	
FOX	\$23.52	SANDATA TECHNOLOGIES	\$125.00
TRAVEL - JULY		HOME PRO SERVICES-AUGUST	
FP MAILING SOLUTIONS	\$192.00	SANOFI PASTEUR, INC.	\$4,351.02
POSTAGE MACH LEASE 07-09		MENACTRA/ADACEL	
FRIENDS OFFICE	\$93.98	SANOFI PASTEUR, INC.	\$3,117.04
SUPPLIES - JULY		MENACTRA	
GEOPHYTA	\$6,352.50	SCHRAMM	\$80.00
WPCLF HSTS SYSTEM		BOARD MTG 08/10/21	
GILSON	\$200.00	SCHRINER	\$150.00
WPCLF EPA REFUND		SRVCS 7/30/21	
HEIN	\$127.68	SEGAARD	\$13.44
TRAVEL - JULY		TRAVEL - JULY	
HYMORE-TESTER	\$80.00	SHOPLET.COM	\$247.75
BOARD MTG 08/10/21		SUPPLIES FOR AUGUST	
JACKSON	\$80.00	TREASURER OF STATE	\$210.00
BOARD MTG 08/10/21		MARCS RADIOS	
JEFF KURAS EXCAVATING, LLC	\$4,375.00	TRISTANO	\$187.60
SEWAGE SYSTEM WPCLF		TRAVEL - JULY	

TRISTANO	\$14.00
TRAVEL EXPENSES-JULY	
VERIZON WIRELESS	\$390.82
CELL PHONES	
WADE	\$92.40
TRAVEL - JULY	
WITTMAN	\$33.60
TRAVEL - JULY	