



OTTAWA COUNTY HEALTH DEPARTMENT

September 27, 2021

Present:

Board Members: Greg Deerhake, 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 27, 2021, with Board Member, Greg Deerhake calling the meeting to order at 9:00 a.m.

Additional Appropriations approval was added to the financial report section of the Board Agenda.

The minutes of the August 10, 2021 meeting were presented. Mr. Overmyer moved to approve the minutes. Seconded by Mr. Schramm. 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 that the median age has been dropping since the last reporting period. He explained that Ottawa County continues to vaccinate, with the goal of getting 70 percent of the population fully vaccinated and updated the Board on the status of the Pfizer booster shot requirements.

PUBLIC COMMENT

No public in attendance.

LENZ
HSTS VARIANCE

Ms. Brown informed the Board that Thomas Lenz has requested a variance from the Board of Health for a cabin rental at 4999 N. St. Rt. 2, Lot 18, Oak Harbor. The lot is in a parcel owned by one person, and the leasee, with the owner's knowledge, has submitted a site evaluation for an NPDES system, which would not meet current minimum distance requirements. As this individual lot is one of many on this parcel, the Board agreed to table the variance until Ms. Brown and Mr. Bingham can discuss this further with the Ohio EPA and determine the best course of action since we may be dealing with several lots owned by one person.

FISH
WATER VARIANCE

Ms. Brown informed the Board that Jim Fish has requested a variance from the Board of Health for his property at 4490 Memorial Shoreway, Marblehead. The owner is relocating the hauled water storage tank, due to construction of a new deck, and cannot meet the 10 foot distance requirement from the property line. Mr. Overmyer

moved to grant the variance to Mr. Fish for his hauled water storage tank placement. Seconded by Mr. Moritz. Motion carried.

VOLUNTEER &
STAFF APP. EVENT

Mr. Bingham requested Board approval to host the volunteer and staff appreciation event in Damschroder Hall at the Ottawa County Fairgrounds. He explained that this event would be paid through the general fund, at a maximum cost of approximately \$2,347.00 and will be held on October 5, 2021. Mr. Schramm moved to authorize Mr. Bingham to host the volunteer and staff appreciation event. Seconded by Mr. Moritz. Motion carried.

STATE OF DEPT
REPORT

Mr. Niese presented the State of the Department Report to the Board and highlighted the department's progress toward objectives identified in the Strategic Plan. He added that the Board will be updated on the department's progress on a quarterly basis.

PERSONNEL

1. M. Daniels-Hire

Mr. Bingham stated that Mary Daniels has been selected to fill the full time Clerical Supervisor position, effective August 16, 2021. Mr. Overmyer moved to hire Mary Daniels as a Clerical Supervisor, effective August 16, 2021. Seconded by Mr. Schramm. Motion carried.

DIVISION REPORTS

1. Nursing

Ms. Crowell reported that the department's first drive-through Flu Shot Clinic will be held October 2, 2021 in the health department parking lot. She updated the Board on the lactation room for WIC, the increased need for additional Immunization Clinics, and the status of walk-in COVID Clinics.

2. Env Health

Ms. Brown reported that the Ohio Department of Health will be surveying the camp and pool programs on October 6th and 7th. She added that the manufactured home park inspections will be underway soon, as well as school inspections. Ms. Brown informed the Board that the Curtice Williston survey plan, which is a joint plan with Lucas County, has been submitted to the Ohio EPA. She will keep the Board updated on this as she receives information.

3. Health Ed/Accred

Mr. Niese reported that phone interviews have begun for the Health Educator position in the department, with face to face interviews to occur later in the week.

ADDITIONAL
APPROPRIATIONS

Ms. Baumgartner recommended the Board approve 2021 Additional Appropriations. (Attached) Mr. Overmyer moved to approve the Additional Appropriations as presented. Seconded by Mr. Schramm. Motion carried.

FINANCIAL REPORT

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

MEETINGS

Mr. Overmyer moved to approve attendance at the following meetings:

10/14/21 } NW Ohio Environmental Health Association Fall Educational
10/15/21 } Conference – Sandusky (Bingham, Brown, Facer, Tristano)

Seconded by Mr. Schramm. Motion carried.

BILL APPROVALS

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

Next Meeting Date October 12, 2021 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
Board Member

**OTTAWA COUNTY HEALTH DEPARTMENT
2021 INCREASE IN APPROPRIATIONS
September 27, 2021**

FUND/ACCOUNT:		AMOUNT
004.0044.530300	BOARD OF HEALTH Supplies	\$ 20,000.00
004.0044.530903	BOARD OF HEALTH Other	\$ 116,000.00
		<u>\$ 136,000.00</u>

BILLS PAID

SEPTEMBER

2021

A & D EXCAVATING, LLC	\$12,750.00	KROGER	\$15.58
SEWAGE SYSTEM WPCLF		SUPPLIES - AUGUST	
ANDA , INC.	\$247.16	MCCLOSKEY	\$41.44
PARAGARD IUD		TRAVEL - AUGUST	
BASSETT'S HARDWARE	\$22.46	MORITZ	\$80.00
HEALTHCHEK LIGHT REPAIR		BOARD MTG 09/27/21	
BINGHAM	\$186.48	NIESE	\$67.20
TRAVEL - AUGUST		TRAVEL - AUGUST	
BROWN	\$277.20	OHIO DIVISION OF REAL ESTATE	\$5.00
TRAVEL - AUGUST		BURIAL PERMIT	
CAPITAL ONE - WALMART	\$18.00	OTTAWA CO. AGRICULTURE SOCIETY	\$350.00
SUPPLIES - AUGUST		DAMSCHRODER HALL RENTAL	
CAPUANO	\$4.48	OVERMYER	\$80.00
TRAVEL - AUGUST		BOARD MTG 09/27/21	
CENTER FOR DISEASE DETECTION,	\$25.50	OVERMYER	\$154.00
FP LAB FEES		TRAVEL - AUGUST	
CONCORDANCE HEALTHCARE	\$244.44	PERRY PROTECH	\$72.95
SUPPLIES FOR AUGUST		COPIER SERVICE FOR 10/21	
CROS.NET, INC.	\$99.00	PERRY PROTECH	\$65.89
ANNUAL DIAL UP FEE		OVERAGE FOR 08/21	
CROWELL	\$42.56	PERS	\$8,899.43
TRAVEL - AUGUST		PERS PAYMENT SEPTEMBER	
DANIELS	\$2.24	RIVERVIEW INDUSTRIES, INC.	\$896.90
TRAVEL - AUGUST		CUST. SERV FOR 08/21	
DEERHAKE	\$80.00	RUSH	\$361.76
BOARD MTG 09/27/21		TRAVEL - AUGUST	
ERIE COUNTY GENERAL HEALTH	\$210.00	SANDATA TECHNOLOGIES	\$125.00
WATER SAMPLES		HOME PRO SERVICES-SEPT	
ERIE COUNTY GENERAL HEALTH	\$2,730.00	SCHRAMM	\$80.00
BEACH SAMPLES		BOARD MTG 09/27/21	
FACER	\$475.44	SCHRINER	\$112.50
TRAVEL - AUGUST		SRVCS 9/17/21	
FOX	\$31.92	SEGAARD	\$4.48
TRAVEL - AUGUST		TRAVEL - AUGUST	
FP MAILING SOLUTIONS	\$158.93	STAPLES	\$186.89
POSTAGE METER INK		SUPPLIES - AUGUST	
FP MAILING SOLUTIONS	\$34.53	TheraCom LLC	\$1,173.06
SEALIT-POSTAGE MACHINE		NEXPLANON	
GENZMAN	\$300.00	TRISTANO	\$267.12
FSO PLAN REVIEW REFUND		TRAVEL - AUGUST	
GLAXOSMITHLKINE	\$3,656.78	TRISTANO	\$14.00
KINRIX, PEDIATRIX		TRAVEL EXPENSES-AUG	
HEIN	\$146.16	UNITED PARCEL SERVICE	\$29.93
TRAVEL - AUGUST		SERVICES FOR 09/21	
J.N. SHEFFEY ASSOCIATES	\$51.00	VERIZON WIRELESS	\$390.82
AUDIOMETER CALIBRATION		CELL PHONES	
JEFF KURAS EXCAVATING, LLC	\$27,600.00	WADE	\$58.24
SEWAGE SYSTEM WPCLF		TRAVEL - AUGUST	
		WITTMAN	\$42.56
		TRAVEL - AUGUST	