



OTTAWA COUNTY HEALTH DEPARTMENT

February 8, 2022

Present:

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

Health Commissioner: Jerry Bingham, MPH, REHS

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

Director of Health Ed & Accreditation: Joshua Niese, MPH, REHS

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 February 8, 2022, with President, Debbie Hymore-Tester calling the meeting to order at 5:30 p.m.

The minutes of the January 11, 2022 meeting were presented. Mr. Deerhake moved to approve the minutes. Seconded by Dr. Jackson. Motion carried.

2022 OEPA/WPCLF
RESOLUTION
2022-02

Mr. Bingham reported that the health department has been approved for another \$150,000 for the OEPA Water Pollution Control Loan Fund (WPCLF) for 2023. He added that the yearly Resolution needs to be approved to authorize his signature for documents pertaining to this program. Dr. Jackson moved to read Resolution 2022-02 by title only. (Attached) Seconded by Mr. Schramm. Roll call vote: Ms. Hymore-Tester-yes, Mr. Deerhake-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. Motion carried. Mr. Overmyer moved to approve Resolution 2022-02. Seconded by Mr. Schramm. Roll call vote: Ms. Hymore-Tester-yes, Mr. Deerhake-yes, Dr. Jackson-yes, Mr. Schramm-yes, Mr. Overmyer-yes, Mr. Moritz-yes. 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 the number of cases continuing to decline, along with the vaccination rates.

Mr. Bingham reported that the health department conducted a drive-through test kit distribution at the Ottawa County Fairgrounds, which resulted in approximately 500 kits supplied to those attending.

Mr. Bingham updated the Board on ongoing projects that the department is currently working on, such as strategic planning, a health department credit card, duress buttons, etc. He informed the Board that the staff donated \$350 to the Salvation Army through their Friday Jeans Day participation. He added that the health department will be holding an open house tentatively on May 18, 2022 from 5-7 p.m.

PUBLIC COMMENT

No public in attendance.

DIVISION REPORTS

1. Nursing
Ms. Crowell explained that attendance in COVID vaccine clinics has been down, so scheduling has been taken off-line and will be done over the phone. She updated the Board on the electronic charting system, which has been going very well, and additional improvements that she is planning for the clinics.
2. Env Health
Ms. Brown informed the Board that the 2022 Mosquito Grant has been submitted to the Ohio Department of Health and updated the group on food applications and WPCLF progress.
3. Health Ed/Accred
Mr. Niese presented a graph showing 34% progress toward PHAB accreditation, which shows the amount of information uploaded into the online system, but is not a true reflection of completed items. He updated the Board on the Community Health Improvement Plan (CHIP) and the needs assessment survey that the staff will be completing to help determine goals for the Workforce Development Plan.

FINANCIAL REPORT Ms. Baumgartner presented the January 2022 Board of Health Financial Report.

1. 2022 Additional Appropriations
Ms. Baumgartner recommended the Board approve the 2022 Additional Appropriations. (Attached) Dr. Jackson moved to approve the Additional Appropriations as presented. Seconded by Mr. Deerhake. Motion carried.
2. Final Year End Transfers
Ms. Baumgartner recommended the Board approve the 2022 Final Year End Fund Transfers. (Attached) Mr. Schramm moved to approve the Fund Transfers as presented. Seconded by Mr. Overmyer. Motion carried.

PERSONNEL

1. D. Ekleberry-Hire
Mr. Bingham stated that Deborah Ekleberry, RN, has been selected to fill the vacant part-time Registered Nurse Position, effective January 26, 2022. Mr. Overmyer moved to hire Deborah Ekleberry, RN, as a part-time Registered Nurse. Seconded by Mr. Schramm. Motion carried.

GRANTS/CONTRACTS Mr. Bingham requested authorization to apply/reapply for the following:

1. 2022 HR Contract
HR Contract reapplication with the Ottawa County Commissioners. Mr. Overmyer moved to authorize Mr. Bingham to renew the HR Contract with the Ottawa County Commissioners. Seconded by Dr. Jackson. Motion carried.
2. 2022 IT Contract
IT Contract reapplication with the Ottawa County Commissioners. Mr. Deerhake moved to authorize Mr. Bingham to renew the IT Contract with the Ottawa County Commissioners. Seconded by Mr. Schramm. Motion carried.
3. B-C-S Bd of Ed-POD
The contract with the Benton-Carroll-Salem Board of Education to conduct a Point of Dispensing (POD) at their location is in need of updating. Mr. Moritz moved to authorize Mr. Bingham to enter into a revised contract with the Benton-Carroll-Salem Board of Education to utilize the high school as a potential POD location. Seconded by Mr. Overmyer. Motion carried.
4. 2022 MHRSB Cont.
The previous contract will end June 30, 2022. This would be an application to continue leading the Prevention Coalition. Dr. Jackson moved to authorize

Mr. Bingham to reapply for the contract to continue to spearhead the Prevention Coalition. Seconded by Mr. Schramm. Motion carried.

5. 2023 GV Grant A reapplication to the Ohio Department of Health (ODH) for the 2023 Get Vaccinated (GV) Grant. Mr. Schramm authorized Mr. Bingham to reapply to ODH for the GV Grant. Seconded by Mr. Overmyer. Motion carried.

6. 2023 TU Grant An application to the Ohio Department of Health for the 2023 Tobacco Prevention and Cessation Program (TU) Grant. Dr. Jackson moved to authorize Mr. Bingham to apply to ODH for the 2023 Tobacco Prevention and Cessation Program Grant. Seconded by Mr. Schramm. Motion carried.

BRANDING POLICY Mr. Niese presented the revised Ottawa County Health Department Branding Policy, which now includes the new department logo. Dr. Jackson moved to approve the updated Branding Policy. Seconded by Mr. Schramm. Motion carried.

ALL STAFF
TRAINING DAY Mr. Bingham requested Board approval to close the Ottawa County Health Department on April 15, 2022, to conduct staff training. Dr. Jackson authorized Mr. Bingham to close the health department on April 15, 2022 for an all-staff training day. Seconded by Mr. Deerhake. Motion carried.

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

02/11/22	WIC Directors' Meeting – Findlay (K Crowell)
02/22/22	OSS Joint Solid Waste Management District Policy Meeting – Fremont (Bingham)

Seconded by Mr. Schramm. Motion carried.

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

Next Meeting Date	March 8, 2022 at 5:30 p.m.
District Advisory Council	March 10, 2022 at 6:00 p.m.

Being no further business, the meeting was adjourned.

Respectfully Submitted,

Gerald W. Bingham, MPH, REHS
Health Commissioner
Secretary

Debbie Hymore-Tester
Board President

RESOLUTION 2022-02

**A Resolution Authorizing
Gerald W. Bingham, Jr., Health Commissioner,
To Apply For, Accept, and Enter Into
A Water Pollution Control Loan Fund Agreement
On Behalf of the Ottawa County District Board of Health
For the Repair and Replacement of
Home Sewage Treatment Systems**

Whereas the Ottawa County District Board of Health seeks to repair and/or replace failing home sewage treatment systems; and

Whereas the Ottawa County District Board of Health intends to apply to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage treatment systems; and

Whereas, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement;

Therefore, be it resolved by the Ottawa County District Board of Health, Port Clinton, Ohio:

That Gerald W. Bingham, Jr., Health Commissioner, is hereby authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the Ottawa County District Board of Health, Port Clinton, Ohio.

Furthermore, Gerald W. Bingham, Jr., Health Commissioner, is hereby authorized to enter into any and all contracts connected with the WPCLF Program.

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

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

ADOPTED BY THE OTTAWA COUNTY BOARD OF HEALTH
THIS 8th DAY OF FEBRUARY, 2022.

Debra Hymore-Tester, President
Ottawa County Board of Health

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

**OTTAWA COUNTY HEALTH DEPARTMENT
2022 ADDITIONAL APPROPRIATIONS
February 8, 2022**

FUND:	LINE ITEM:	AMOUNT
063 Home Health	063.0139.530800 Other	\$ 1,000.00
063 Home Health	063.0139.530900 Transfer Out	\$ 2,000.00
116 CFHS/MCHP	116.0104.531200 Transfer Out	\$ 800.00

**OTTAWA COUNTY HEALTH DEPARTMENT
2021 YEAR END FUND TRANSFERS
February 8, 2022**

FROM FUND:	TO FUND:	AMOUNT
036.0081.530800 Food Service	004-1001-401300 Board of Health	\$ 12,888.62
040.0084.530900 Public Health Nursing	004-1001-401300 Board of Health	\$ 37,410.59
043.0281.530100 Family Planning	004-1001-401300 Board of Health	\$ 8,969.38
045.0085.531500 Water Wells	004-1001-401300 Board of Health	\$ 1,571.97
050.0087.531300 EPSDT	004-1001-401300 Board of Health	\$ 826.96
061.0092.530800 MHPs	004-1001-401300 Board of Health	\$ 181.84
063.0139.530900 Home Health	004-1001-401300 Board of Health	\$ 675.49
064.0094.531200 WIC	004-1001-401300 Board of Health	\$ 13,559.48
076.0142.530200 Pools	004-1001-401300 Board of Health	\$ 548.78
090.0239.530100 Get Vaccinated	004-1001-401300 Board of Health	\$ 816.22
091.0116.530800 RV/CAMPs	004-1001-401300 Board of Health	\$ 818.18
115.0137.530100 Solid Waste	004-1001-401300 Board of Health	\$ 306.71
116.0104.531200 CFHS/MCHP	004-1001-401300 Board of Health	\$ 22.63
117.0105.530900 Sewage	004-1001-401300 Board of Health	\$ 53,577.55
119.0107.531200 PHEP (PHI)	004-1001-401300 Board of Health	\$ 54,966.39
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BILLS PAID

FEBRUARY 2022

AMAZON CAPITAL SERVICES, INC.	\$1,076.60	FP MAILING SOLUTIONS	\$54.90
SUPPLIES FOR JANUARY		POSTBASE LABELS	
ANDA , INC.	\$33.45	FP MAILING SOLUTIONS	\$2,400.00
IMMUNIZATION SUPPLIES		REFILL POSTAGE METER	
ANDA , INC.	\$19.07	GLAXOSMITHLKINE	\$8,662.12
RHWP CONTRACEPTIVES		PEDIARIX, HAVRIX, KINRIX	
BIHN	\$143.91	GRIFFING FLYING SERVICE, INC.	\$95.01
TRAVEL - JANUARY		FLYING SERVICE	
BINGHAM	\$47.97	HEIN	\$108.23
TRAVEL - JANUARY		TRAVEL - JANUARY	
BROWN	\$40.95	HYMORE-TESTER	\$80.00
TRAVEL - JANUARY		BOARD MTG 02/08/22	
CDW-G GOVERNMENT, INC	\$3,658.22	HYMORE-TESTER	\$80.00
COMPUTER EQUIPMENT		FINANCE COMM 2/14/22	
CELLIER	\$42.12	JACKSON	\$80.00
TRAVEL - JANUARY		BOARD MTG 02/08/22	
CONCORDANCE HEALTHCARE	\$22.12	MORITZ	\$80.00
SUPPLIES FOR DECEMBER		BOARD MTG 02/08/22	
CROGHAN COLONIAL BANK	\$280.00	MORITZ	\$80.00
NEW NOTARY-DR & MD		FINANCE COMM 2/14/22	
CROWELL	\$177.37	NATIONAL RESTAURANT	\$984.61
RHWP SUPPLIES		SERV SAFE MATERIAL	
CROWELL	\$28.08	NIESE	\$29.84
TRAVEL - JANUARY		TRAVEL - JANUARY	
DANIELS	\$16.38	OHIO DIVISION OF REAL ESTATE	\$5.00
TRAVEL - JANUARY		BURIAL PERMIT	
DANIELS	\$30.00	OTTAWA COUNTY COMMISSIONERS	\$328.37
WEB CK - DR		IT SERVICES-JANUARY	
DANIELS	\$30.00	OVERMYER	\$80.00
WEB CK - MD		BOARD MTG 02/08/22	
DEERHAKE	\$80.00	PERRY PROTECH	\$61.67
BOARD MTG 02/08/22		OVERAGE & FINAN CHG 01/22	
DEERHAKE	\$80.00	PERRY PROTECH	\$80.75
FINANCE COMM 2/14/22		COPIER SERVICE FOR 02/22	
EKLEBERRY	\$2.34	QUILL CORPORATION	\$628.80
TRAVEL - JANUARY		SUPPLIES - JANUARY	
ERIE COUNTY GENERAL HEALTH	\$105.00	RIVERVIEW INDUSTRIES, INC.	\$717.52
WATER SAMPLES - DEC		CUST. SERV FOR 01/22	
ERIE COUNTY GENERAL HEALTH	\$105.00	RUSH	\$97.11
WATER SAMPLES - JAN		TRAVEL - JANUARY	
FACER	\$328.77	SANDATA TECHNOLOGIES	\$125.00
TRAVEL - JANUARY		HOME PRO SERVICES-FEB	
FIRELANDS REGIONAL MEDICAL	\$46.00	SCHRAMM	\$80.00
DRG SCR-N-EKLEBERRY		BOARD MTG 02/08/22	
FOX	\$4.10	SHOPLET.COM	\$553.98
TRAVEL - JANUARY		SUPPLIES FOR DECEMBER	
FP MAILING SOLUTIONS	\$192.00	SHOPLET.COM	\$316.36
POSTAGE MACH LEASE 01-04		SUPPLIES FOR JANUARY	

THE BEACON	\$61.34
LEGAL NOTICE RES 2022-01	
TREASURER OF STATE	\$210.00
MARCS RADIOS	
TREASURER, STATE OF OHIO	\$410.00
FIN AUDIT FY19-20	
VELIZ	\$4.68
TRAVEL - JANUARY	
VERIZON WIRELESS	\$386.22
CELL PHONES	
VITAL RECORDS HOLDING, LLC	\$82.80
SHREDDING	
WITTMAN	\$30.42
TRAVEL - JANUARY	