



OTTAWA COUNTY HEALTH DEPARTMENT

March 8, 2022

Present:

Board Members: Steven Jackson, DO, Greg Deerhake, Eric Schramm, L.J. Overmyer,  
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 March 8, 2022, with Vice-President, Steven Jackson, DO, calling the meeting to order at 5:30 p.m.

The minutes of the February 8, 2022 meeting were presented. Mr. Overmyer moved to approve the minutes. Seconded by Mr. Schramm. Motion carried.

SCOTT/LENZ  
SEW. VARIANCE

Ms. Brown explained that Ann Scott and Tom Lenz have requested a variance from the Board of Health, for their property at 4999 N. State Route 2, Oak Harbor, as the home sewage treatment system is not working properly. Ms. Scott and Mr. Lenz are requesting that the septic tank be utilized as a sewage holding tank until such time as the sewage system issues in the Henry Buhrow Subdivision are resolved.

Mr. Deerhake moved to grant the variance to Ann Scott and Tom Lenz with the following required stipulations:

1. All units owned by the property owners are opened up to dye testing to determine sewage system nuisances;
2. Must apply and submit payment for a sewage system alteration permit;
3. Must have a high water alarm installed on the septic tank that is both audible and visual;
4. Must apply and submit payment to enter into the Operation and Maintenance program (O&M);
5. Must have a contract with a registered sewage hauler and have the contents of the septic tank pumped out at least once every 30 days or more frequently as needed until the complete sewage treatment system is installed;
6. Must provide proof of the pumping report to the health department within a timely manner;
7. Must apply and submit payment for a sewage system abandonment permit to remove the holding tank once the dwelling is connected to an approved system; and
8. This variance is to be in effect for no more than 2 years from the date of the Board's variance approval.

Seconded by Mr. Schramm. Motion carried.

RENZ  
SEW. VARIANCE

Ms. Brown explained that Michael Renz has requested a variance from the Board of Health, for his property at 1308 S. State Route 19, Oak Harbor, as the current household sewage treatment system is not functioning properly. In addition, the system's tank has collapsed and the soil conditions are not conducive to installing the new household sewage treatment system. Mr. Renz is requesting that the septic tank be utilized as a sewage holding tank until such time as soil conditions are acceptable to install the new system. Mr. Overmyer moved to grant the variance to Ann Scott and Tom Lenz with the following required stipulations:

1. Must have a high water alarm installed on the septic tank that is both audible and visual;
2. Must apply and submit payment to enter into the Operation and Maintenance program (O&M);
3. Must have a contract with a registered sewage hauler and have the contents of the septic tank pumped out at least once every 30 days or more frequently as needed until the complete sewage treatment system is installed; and
4. Must provide proof of the pumping report to the health department within a timely manner.

Seconded by Mr. Schramm. Motion carried.

HEALTH COMM.  
REPORT

Mr. Bingham presented the following 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.

The health department has been seeing an increase in Norovirus cases and there has been an outbreak of this within a nursing home in our county.

House Bill 51 became effective recently, which allows public meetings to be held virtually, if necessary. This bill is only in effect through the end of June 2022.

The April 15<sup>th</sup> all staff training agenda is coming along well, with speakers scheduled to address mental health, the power of positive thinking, CPR, social media dos and don'ts, and generational awareness.

The 2021 Annual Report was presented to the Board. This will also be presented to the District Advisory Council at Thursday's annual meeting.

The County Commissioners appointed Mr. Bingham to start up both the Drug Overdose Fatality Review Committee and the Suicide Fatality Review Committee, which are new committees that review overdose and suicide deaths to determine if/how they could have been prevented.

PUBLIC COMMENT

No public in attendance.

DIVISION REPORTS

1. Nursing

Ms. Crowell explained that her division is preparing for WIC clients to return to in-person appointments, which will begin soon. She detailed the new options for WIC Nutrition Education classes for participants. Ms. Crowell updated the Board on clinic updates and her visits with school nurses regarding required childhood vaccinations.

2. Env Health Ms. Brown updated the Board on the 2022 Food Service Program licensing and briefly discussed the progress of the Elmore sanitary sewer extension, which was scheduled to be completed in 2021.
3. Health Ed/Accred Mr. Niese briefly explained the completion process for the 2021 Annual Report and presented a graph showing 47.5% completion toward uploading PHAB documentation for accreditation.
- 2022 WORKFORCE DEVELOP. PLAN Mr. Niese presented the 2022 Workforce Development Plan to the Board, explaining the process of creating this report and the implementation that will take place from it. Mr. Deerhake moved to approve the 2022 Workforce Development Plan. Seconded by Mr. Overmyer. Motion carried.
- ODH CAMP SURVEY Mr. Bingham reported that the Ohio Department of Health conducted a survey of Ottawa County’s Camp Program, which resulted in no deficiencies and the department continues to be an approved agency for licensing campgrounds.
- FINANCIAL REPORT Ms. Baumgartner presented the February 2022 Board of Health Financial Report.
- GRANTS/CONTRACTS  
1. 2023 GV Contract Mr. Bingham requested Board approval to enter into a contract with Sandusky County to conduct the Get Vaccinated (GV) Program. Ms. Crowell explained that any county approved for less than \$30,000 is not able to apply for the GV Grant alone and must partner with another county. Mr. Deerhake moved to authorize Mr. Bingham to enter into a contract to partner with Sandusky County to administer the GV Grant. Seconded by Mr. Schramm. Motion carried.
- MEETINGS Mr. Schramm moved to approve attendance at the following meetings:
- |          |   |
|----------|---|
| 03/29/22 | OSS Joint Solid Waste Management District Policy Mtg – Fremont (Bingham)                        |
| 03/31/22 | Public & Allied Health Symposium – Bowling Green (Bingham, Brown, Crowell, Niese)               |
| 04/04/22 | } Preparedness Summit (NACCHO) – Atlanta, GA (Capuano)<br>(cost covered by PHEP Regional Funds) |
| 04/07/22 |   |
- Seconded by Mr. Overmyer. Motion carried.
- BILL APPROVALS Mr. Overmyer moved to pay the bills. (Attached) Seconded by Mr. Deerhake. 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 Mr. Overmyer. Roll call vote: Dr. Jackson-yes, Mr. Deerhake-yes, Mr. Schramm-yes, Mr. Overmyer-yes. Motion carried.

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

2023 BUDGET

Mr. Bingham informed the Board that the Finance Committee met on February 14, 2022, to prepare the 2023 budget. Mr. Deerhake moved to approve the 2023 budget as presented. Seconded by Mr. Schramm. Motion carried.

District Advisory Council      March 10, 2022 at 6:00 p.m.  
Next Meeting Date              April 12, 2022 at 5:30 p.m.

Being no further business, the meeting was adjourned.

Respectfully Submitted,

Gerald W. Bingham, MPH, REHS  
Health Commissioner  
Secretary

Steven Jackson, DO  
Board Vice-President

# BILLS PAID

## MARCH 2022

ANDA , INC.	\$12.10	OHIO DIVISION OF REAL ESTATE	\$5.00
RHWP CONTRACEPTIVES		BURIAL PERMIT	
BIHN	\$155.03	OTTAWA COUNTY COMMISSIONERS	\$27,396.41
TRAVEL - FEBRUARY		2022 RENT - FULL YEAR	
BINGHAM	\$16.97	OVERMYER	\$80.00
TRAVEL - FEBRUARY		BOARD MTG 03/08/22	
BROWN	\$13.46	PERRY PROTECH	\$80.75
TRAVEL - FEBRUARY		COPIER SERVICE FOR 03/22	
CAPITAL ONE - WALMART	\$24.98	PERRY PROTECH	\$104.91
SUPPLIES - FEBRUARY		OVERAGE FOR 02/22	
CAPUANO	\$3.51	QUILL CORPORATION	\$1,481.88
TRAVEL - FEBRUARY		SUPPLIES - FEBRUARY	
CELLIER	\$30.42	QUILL CORPORATION	\$608.90
TRAVEL - FEBRUARY		SUPPLIES - MARCH	
CIVILIAN MARKSMANSHIP	\$275.00	REDMOND	\$15.00
CLASSROOM RENTAL		NOTARY REGISTRATION FEE	
CLIA LABORATORY PROGRAM	\$180.00	RIVERVIEW INDUSTRIES, INC.	\$627.83
CERT RENEWAL 2022-2024		CUST. SERV FOR 02/22	
CONCORDANCE HEALTHCARE	\$52.58	RUSH	\$80.73
SUPPLIES FOR DECEMBER		TRAVEL - FEBRUARY	
CROGHAN COLONIAL BANK	\$280.00	SANDATA TECHNOLOGIES	\$125.00
NEW NOTARY-DR & MD		HOME PRO SERVICES-MAR	
CROWELL	\$70.20	SCHRAMM	\$80.00
TRAVEL - FEBRUARY		BOARD MTG 03/08/22	
DANIELS	\$11.70	SCHRINER	\$100.00
TRAVEL - FEBRUARY		SRVCS 03/11/22	
DANIELS	\$15.00	STEALTH MODE THREE, LLC	\$144.30
NOTARY REGISTRATION FEE		SUPPLIES - FEBRUARY	
DEERHAKE	\$80.00	THERACOM LLC	\$1,173.06
BOARD MTG 03/08/22		NEXPLANON	
ERIE COUNTY GENERAL HEALTH	\$84.00	UNITED PARCEL SERVICE	\$211.45
WATER SAMPLES - FEB		SERVICES FOR 02/22	
FACER	\$317.07	UNITED PARCEL SERVICE	\$236.31
TRAVEL - FEBRUARY		SERVICES FOR 03/22	
GRIFFING FLYING SERVICE, INC.	\$95.01	VELIZ	\$3.51
FLYING SERVICE		TRAVEL - FEBRUARY	
HEIN	\$67.86	VERIZON WIRELESS	\$386.28
TRAVEL - FEBRUARY		CELL PHONES	
JACKSON	\$80.00	WITTMAN	\$28.08
BOARD MTG 03/08/22		TRAVEL - FEBRUARY	
JEFF KURAS EXCAVATING, LLC	\$13,650.00		
SEWAGE SYSTEM WPCLF			
MCCLOSKEY	\$3.51		
TRAVEL - FEBRUARY			
NATIONAL RESTAURANT	\$984.61		
SERV SAFE MATERIAL			
NIESE	\$2.34		
TRAVEL - FEBRUARY			