



OTTAWA COUNTY HEALTH DEPARTMENT

April 12, 2022

Present:

Board Members: Debbie Hymore-Tester, Greg Deerhake, Steven Jackson, DO, 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

Guest: Michelle Veliz

The regular meeting of the Ottawa County District Board of Health was held on April 12, 2022, with President, Debbie Hymore-Tester, calling the meeting to order at 5:30 p.m.

The minutes of the March 8, 2022 meeting were presented. Dr. Jackson moved to approve the minutes. Seconded by Mr. Deerhake. Motion carried.

BOARD OF HEALTH APPOINTMENT Mr. Bingham announced that Dr. Jackson was reappointed by the District Advisory Council to the Board of Health for a five-year term ending 2027. He added that Eric Schramm and James Stouffer were reappointed to the District Licensing Council as well.

BOARD REORGANIZATION Mr. Deerhake moved to retain Ms. Hymore-Tester as President and Dr. Jackson as Vice-President of the Board of Health. Seconded by Mr. Schramm. Motion carried.

ISLER SEWAGE VARIANCE Ms. Brown explained that Michael Isler has requested a variance from the Board of Health, for his property at 9550 W. Hollywood, Oak Harbor, as the home sewage treatment system when installed, will not meet the distance requirements from the lake, due to his lot size. Dr. Jackson moved to grant the variance to Michael Isler. Seconded by Mr. Schramm. Motion carried.

PRESENTATION – BOARD CEUs ROLE OF HEALTH ED Michelle Veliz presented the Role of Health Education to the Board, explaining her role as the Health Educator within the department. The Board earned 30 minutes of CEUs from this presentation.

HEALTH COMM. REPORT Mr. Bingham presented the following Health Commissioner’s Report to the Board: He reminded the Board of the upcoming mandatory staff training, to be held this Friday, April 15, 2022. Let him know if you are interested in attending.

The 2nd booster dose of COVID vaccine has been approved for certain individuals, with new variants continuing to pop up. Currently, Ottawa County is 26th in the state and COVID cases are continuing to drop.

Made Board aware that House Bill 463, the bill that proposes placing health departments under county commissioners' control, is picking up steam again.

The leadership team attended the 2022 Public and Allied Health Symposium at BGSU.

Presented the Board of Health member's new orientation packets, which will become the new process for onboarding Board members.

Presented the updated Strategic Plan and requested input from the Board on the direction that the department is moving with the plan. All agreed the revised plan was on target. He explained that the next step is to set measurable goals for the strategies in the plan. The tentative timeline is to bring a draft to the May Board Meeting, after internal staff feedback is received, then the revised plan will be brought to the Board in June for final approval.

PUBLIC COMMENT No public in attendance.

DIVISION REPORTS

1. Nursing

Ms. Crowell presented quarterly numbers to the Board and detailed changes that will be coming in the Reproductive Health and Wellness Clinic to create a better patient experience for reproductive health services. She explained that a representative from Help Me Grow will be working out of the health department offices during WIC Clinics to help make referrals for services more accessible for WIC clients. Ms. Crowell reminded the Board that the health department's open house will be held on May 18, 2022 from 5:00-7:00 p.m.

2. Env Health

Ms. Brown presented quarterly numbers to the Board and explained changes in pool inspections, encouraging pool management companies to schedule several of their pools on the same day, to improve efficiency.

3. Health Ed/Accred

Mr. Niese updated the Board on the progress of accreditation, stating that he is currently at 66.1% completion. Mr. Niese shared the first completed Quality Improvement (QI) Project with the Board. He presented the storyboard showing the progress of the credit card project from conception to completion and explained the QI process for this in detail.

LIAMER MEDIA CONTRACT

Mr. Niese explained that the proposed contract with Liamer Media is for website development for the Prevention Coalition, a logo design, and videos to help with the branding strategy. Dr. Jackson moved to authorize Mr. Bingham to enter into the agreement with Liamer Media. Seconded by Mr. Moritz. Motion carried.

GRANTS/CONTRACTS

1. 2023 WIC Grant

Mr. Bingham requested Board approval to reapply to the Ohio Department of Health (ODH) for the 2023 Women, Infants, and Children (WIC) Grant. Mr. Moritz moved to authorize Mr. Bingham to reapply to ODH for the WIC Grant. Seconded by Mr. Schramm. Motion carried.

2. 2022 COVID-19 EO Mr. Bingham requested Board approval to reapply to ODH for the 2022 COVID-19 Enhanced Operations (EO) Grant. Mr. Schramm moved to authorize Mr. Bingham to reapply to ODH for the WIC Grant. Seconded by Dr. Jackson. Motion carried.

PERSONNEL

1. EH Tech
Position Description Mr. Bingham presented a new position description for an Environmental Health Technician. Mr. Schramm moved to approve the position description for the Environmental Health Technician. Seconded by Dr. Jackson. Motion carried.
2. S. Crowell-Resign Mr. Bingham stated that Shelby Crowell has resigned her Clerical Specialist position, effective March 31, 2022. Mr. Deerhake moved to accept Shelby Crowell's resignation as Clerical Specialist. Seconded by Mr. Schramm. Motion carried.
3. C. Powell-Hire Mr. Bingham stated that Celeste Powell has been selected to fill the vacant WIC Breastfeeding Peer Helper position, effective April 13, 2022. Dr. Jackson moved to hire Celeste Powell as WIC Breastfeeding Peer Helper. Seconded by Mr. Schramm. Motion carried.

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

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

04/19/22	Sandusky County Prevention Coalition – Fremont (Veliz)
05/05/22	Public Information Officer Conference – Columbus (Veliz)

Seconded by Dr. Jackson. Motion carried.

BILL APPROVALS Dr. Jackson moved to pay the bills. (Attached) Seconded by Mr. Moritz. Motion carried.

Next Meeting Date May 10, 2022 at 5:30 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

BILLS PAID

APRIL
2022

AMAZON CAPITAL SERVICES, INC. SUPPLIES FOR MARCH	\$128.23	MORITZ BOARD MTG 04/12/22	\$80.00
AMAZON CAPITAL SERVICES, INC. FOLDING TABLE	\$99.95	NIESE TRAVEL-MARCH	\$36.27
ANDA , INC. IMMUNIZATION FINANCE CHG	\$0.36	NOODLE SOUP WIC SUPPLIES	\$237.55
BIHN TRAVEL-MARCH	\$160.88	OHIO DIVISION OF REAL ESTATE BURIAL PERMIT	\$7.50
BINGHAM TRAVEL-MARCH	\$74.88	OHIO PUBLIC HEALTH PARTNERSHIP OPHP CONFERENCE-JB, JN	\$440.00
BROWN TRAVEL-MARCH	\$54.99	PERRY PROTECH COPIER SERVICE FOR 04/22	\$80.75
CAPUANO TRAVEL-MARCH	\$15.21	PERRY PROTECH OVERAGE FOR 03/22	\$106.57
CDW-G GOVERNMENT, INC COMPUTER EQUIPMENT	\$836.64	QUILL CORPORATION SUPPLIES - MARCH	\$317.23
CENTER FOR DISEASE DETECTION, FP LAB FEES - MARCH	\$12.50	RIVERVIEW INDUSTRIES, INC. CUST. SERV FOR 03/22	\$896.90
CROGHAN COLONIAL BANK EPI FLIGHT-ATLANTA	\$337.20	RUSH TRAVEL-MARCH	\$94.77
CROS.NET, INC. DOMAIN & HOST	\$50.00	SANDATA TECHNOLOGIES HOME PRO SERVICES-APRIL	\$125.00
CROWELL TRAVEL-MARCH	\$133.38	SANOFI PASTEUR, INC. IMM SYRINGES	\$45.77
DANIELS TRAVEL-MARCH	\$4.68	SANOFI PASTEUR, INC. TUBERSOL	\$164.26
DEERHAKE BOARD MTG 04/12/22	\$80.00	SCHRAMM BOARD MTG 04/12/22	\$80.00
EKLEBERRY TRAVEL-MARCH	\$18.72	TREASURER, STATE OF OHIO 1ST QTR FSO FEES	\$8,032.00
FACER TRAVEL-MARCH	\$594.95	TREASURER, STATE OF OHIO 1ST QTR RFE FEES	\$2,380.00
GLAXOSMITHLKINE SHINGRIX, ENGERIX	\$2,086.80	TREASURER, STATE OF OHIO 1ST QTR SEWAGE CERTS	\$849.00
HEIN TRAVEL-MARCH	\$126.36	TREASURER, STATE OF OHIO 1ST QTR VITAL STATS 2022	\$8,470.24
HYMORE-TESTER BOARD MTG 04/12/22	\$80.00	TREASURER, STATE OF OHIO 1ST QTR WATER CERTS	\$258.00
JACKSON BOARD MTG 04/12/22	\$80.00	UNITED HEALTHCARE SERVICES, FLU OVERPAYMENT REFUND	\$31.36
JEFF KURAS EXCAVATING, LLC SEWAGE SYSTEM WPCLF	\$12,962.50	UNITED PARCEL SERVICE SERVICES FOR 04/22	\$199.79
KROGER SUPPLIES - MARCH	\$31.27	VELIZ TRAVEL-MARCH	\$4.68
MERCK PNEUMOVAX	\$1,147.39	VERIZON WIRELESS CELL PHONES	\$386.28
MILLER BOAT LINE FERRY TICKETS	\$300.00	VITAL RECORDS HOLDING, LLC SHREDDING	\$82.80
		WITTMAN TRAVEL-MARCH	\$49.14