

ROSS COUNTY HEALTH DISTRICT

The Ross County Board of Health held their regular monthly meeting
Wednesday **September 15, 2021**, at 4:30 pm.

Regular Monthly Meeting:

- Call to Order
- Roll Call
- Verify Quorum

Review and/act on the minutes of:
August 18, 2021

Presentation: Healthcare Collaborative of Greater Columbus (HCGC)

Review and act on the Resolutions

Committee Reports

Division Reports:

- Kelly Brehm, Director of WIC Services
- Kelly Dennis, Director of Health Promotions & Quality Improvement
- Chrissy Downs, CFO & Director of Finance and Business Operations
- Michelle Long, Director of Public Health Nursing
- Kelly Spindler, Director of Environmental Health

Report from Medical Director
Dr. Christopher Brown

Health Commissioner
Garrett Guillozet, MPA, RS/REHS, AEMT

Old Business:

New Business:

Executive Session

Adjournment

**ROSS COUNTY HEALTH DISTRICT
BOARD OF HEALTH
SEPTEMBER 15, 2021**

ROLL CALL:

Dr. Jennifer Allen	Absent
Mrs. Dianna Gray	Present
Mrs. Joyce Kellenberger	Present
Dr. Sanju Mahato	Present
Dr. David McKell	Present
Dr. Sharon Stanley	Present
Mr. Glenn Thompson	Present

Guests: NONE

President Glenn Thompson called the meeting to order at 4:35 pm.

A quorum was met.

MINUTES FROM AUGUST 18, 2021

Minutes of the August 18, 2021, board meeting were reviewed as published.

MOTION BY: Dr. Sharon Stanley and seconded by Joyce Kellenberger. All ayes, motion carried.

Janelle Hoseus, MBA and Executive Director of the Pathways HUB and the Care Coordination Network gave a powerpoint presentation regarding our participation as a Care Coordinator Agency (CCA) through the Central Ohio Pathways HUB.

After her presentation the board asked questions such as the how the referral system works, the caseload requirements and what programs are offered through our participation as a CCA.

Health Commissioner Garrett Guillozet added that he and Director of Nursing Michelle Long have discussed what a successful Community Health Worker program would look like, and the HUB was the closest model that would parallel with the grants and programs we currently have.

RESOLUTION # 85-21

THE ROSS COUNTY BOARD OF HEALTH approves the following personnel recommendations. All new hires are pursuant to the terms and conditions of the new employee’s employment agreement and his/her job description. Employment will be contingent upon receipt of a satisfactory criminal record check, plus verification of experience and training.

New Hire:

Jenna Muirhead, BS Public Health Nurse, II effective September 07, 2021

Resignation:

Ashley Chaney, BJA Coordinator effective September 17, 2021

Mallory Wagoner, PHN I effective September 10, 2021

Alison Miller, Circleville WIC Peer Helper effective September 30, 2021

New Position: Community Health Worker, HUB Pathways

MOTION BY: Joyce Kellenberger and seconded by Dr. Sanju Mahato. All ayes, motion carried.

RESOLUTION # 86-21

THE ROSS COUNTY BOARD OF HEALTH reviews and certifies that the payment of the following bills was made for the month of August 2021.

See pages 1-6 of the supporting documents.

MOTION BY: Dr. David McKell and seconded by Dianna Gray. All ayes, motion carried.

Background Information: The Ross County Health District is utilizing a Workforce Development Grant from the Ohio Department of Health to create a Community Health Worker program and to establish RCHD as a Care Coordination Agency under the Central Ohio Pathways HUB with the Healthcare Collaborative of Greater Columbus.

RESOLUTION # 87-21

THE ROSS COUNTY BOARD OF HEALTH authorizes the Health Commissioner to enter into a contract with the Healthcare Collaborative of Greater Columbus/Central Ohio Pathways HUB to act as a Care Coordination Agency.

MOTION BY: Dr. Sharon Stanley and seconded by Dr. Sanju Mahato. All ayes, motion carried.

See pages 7-24 of the supporting documents.

MOTION BY:

Background Information: Ohio Governor Mike DeWine recently signed Senate Bill 30 which included the designation of August 31st as Ohio’s Overdose Awareness Day. In support of Ohio Overdose Awareness Day and Recovery Month this September – Recovery Ohio, the Ohio Department of Health (ODH), and the Ohio Department of Mental Health and Addiction Services (OhioMHAS) partnered to offer stipends to facilitate overdose awareness and naloxone distribution events in your local community, and a partner toolkit to be used to promote the awareness campaign. The Ross County Health District’s (RCHD) applied for the stipend and has been awarded the stipend by the Ohio Department of Health in the amount of \$2,475 to complete activities during the months of August and September 2021 to increase awareness in support of Ohio Overdose Awareness Day and Recovery Month this August and September. Activities will include holding a community outreach event to help bring awareness of Overdose Awareness Month to help reduce overdose deaths in our community.

RESOLUTION # 88-21

THE ROSS COUNTY BOARD OF HEALTH accepts the stipend of \$2,475 from the Ohio Department of Health for the required activities to support Ohio’s Overdose Awareness Day and Recovery Month this August and September 2021.

MOTION BY: Joyce Kellenberger and seconded by Dr. Sanju Mahato. All ayes, motion carried.

Background Information: The Ross County Health District’s (RCHD) Integrated Naloxone Access and Infrastructure grant (IN) has been notified by the Ohio Department of Health that the grant has a revised Notice of Award which includes the award of additional funds of \$5,000 from the Ohio Department of Health as well as the extension of the grant year an additional 30 days, with a new award period of September 29, 2020, through September 29, 2021. The previous NOA issued for IN22 had a grant period that ended on August 31, 2021. Due to the increase in the award period, additional funding was also awarded to grant. The current grant year, titled IN22 includes activities and deliverables focusing on increasing naloxone distribution to community members, service providers, and secondary distribution sites as well as public awareness for the use of naloxone to reduce overdose deaths.

RESOLUTION # 89-21

THE ROSS COUNTY BOARD OF HEALTH accepts the Revised Notice of Award of \$74,500 from the Ohio Department of Health for the Integrated Naloxone Access and Infrastructure Grant for the period of September 29, 2020, through September 29, 2021, for the grant year IN22.

See pages 25 of the supporting documents

MOTION BY: Dr. David McKell and seconded by Dr. Sharon Stanley. All ayes, motion carried.

Background Information: The Ross County Health District’s (RCHD) Integrated Naloxone Access and Infrastructure grant (IN) is beginning a new grant year and has been awarded by the Ohio Department of Health \$76,000 for the upcoming award period for September 30, 2021, through September 29, 2022. The new grant year, titled **IN23**, will includes activities and deliverables focusing on increasing naloxone distribution to community members, service providers, and secondary distribution sites as well as public awareness for the use of naloxone to reduce overdose deaths.

RESOLUTION # 90-21

THE ROSS COUNTY BOARD OF HEALTH accepts the Notice of Award of \$76,000 from the Ohio Department of Health for the Integrated Naloxone Access and Infrastructure Grant for the period of September 30, 2021, through September 29, 2022.

MOTION BY: Dr. David McKell and seconded by Dr. Sanju Mahato. All ayes, motion carried.

Notice of Award to follow

RESOLUTION # 91-21

THE ROSS COUNTY BOARD OF HEALTH accepts the Notice of Award for the Women, Infants, and Children (WIC) Grant. The grant award is in the amount of \$614,109 for the period of October 1, 2021, through September 30, 2022, from the Ohio Department of Health. The grant includes funding to operate the WIC program in both Ross and Pickaway counties.

See pages 26 of the supporting documents.

MOTION BY: Joyce Kellenberger and seconded by Dr. Sharon Stanley. All ayes, motion carried.

Background Information: the following resolution amends the 2021 budget for the **Appropriations of Funds** in the amount of \$155,241.80 for **Additional Appropriations** for: **OD Awareness Day** – Appropriate \$2,475 in salaries and supplies.

WIC – Appropriate 25% of the FY22 NOA in the amount of \$143,918.50 split between various accounts as noted in the attached supporting documentation.

PEER – Appropriate 25% of the FY22 NOA in the amount of \$8,848.30 in salaries, PERS, and Medicare.

The following resolution: amends the 2021 budget for the **Transfer of Appropriations** of funds in the amount of \$22,200 for:

Naloxone – transfer \$2,500 from salaries to insurance to cover costs through the end of the grant period.

Tobacco - transfer \$12,000 from public awareness, supplies and salaries to contracts to cover costs associated with the agreement with community action.

WIC – transfer \$7,000 from salaries and insurance to supplies and computer maintenance to spend down the grant at year end.

Enhanced Operations - transfer \$300 from salaries to fees to cover incurred costs

Community Health - transfer \$400 from salaries to registrations to cover costs for trainings.

RESOLUTION # 92-21

THE ROSS COUNTY BOARD OF HEALTH approves the amendment to the 2021 budget originally approved by Resolution #26-20. Included is the Request for **Additional Appropriations** and the **Transfer of Appropriations** in the amount of \$177,441.80.

See page 27-28 of the supporting documents.

MOTION BY: Dr. Sharon Stanley and seconded by Dianna Gray. All ayes, motion carried.

Background Information: The Director of Environmental Health and Investigating Sanitarian have reviewed the sewage complaint for the property owned by Steven and Christi Willis of 365 Little Creek Rd. Frankfort, OH 45628, Concord Township. The conditions that exist are in violation of ORC 3718.011 which states: (A) For purposes of this chapter, a sewage treatment system is causing a public health nuisance if any of the following situations occurs and, after notice by a board of health to the applicable property owner, timely repairs are not made to the system to eliminate the situation: (1) The sewage treatment system is not operating properly due to a missing component, incorrect settings, or a mechanical or electrical failure, and OAC 3701-29-06 (E)(3) which states in part: No STS or GWRS or part thereof shall create a public health nuisance, as defined in section 3718.011 of the Revised Code or safety hazard for the sewage nuisance. Solid waste nuisance conditions also exist on the property. The conditions that exist are in violation of Ohio Revised Code 3734.03 which states: No person shall dispose of solid waste by open burning or open dumping.

RESOLUTION # 93-21

THE ROSS COUNTY BOARD OF HEALTH, based upon the evidence given, has determined that a violation of the codes listed above exists and hereby issues a public health order to abate the nuisance by October 6, 2021. If the order is not complied with within the time given, it will be forwarded to the Ross County Prosecutor’s office for further action.

See pages 29-35 of the supporting documents.

MOTION BY: Dr. David McKell and seconded by Joyce Kellenberger. All ayes, motion carried.

The Health Commissioner explained that this is the introductory Resolution for our 2022 Fee Schedule for the Environmental Health and Public Health Nursing Divisions. The second reading will also serve as our public hearing and the third reading/adoption will occur in November.

Background Information: This resolution is regarding the fees of the public health nursing clinic and the environmental health division. Reviewing and updating the Fee Schedule for the Ross County Health District Public Health Nurse clinic is important to keep up with rising medical costs, new vaccines, and changes in health care insurance reimbursement rates. The environmental health fees are based on a uniform cost methodology and our authority in accordance with the (Ohio Revised Code) ORC 3709.09, ORC 3717 and in accordance, sections 3701-9, 3701-21, 3701-25, 3701-26, 3701- 28, 3701-29, 3701-31 and 901:3-4 of the Ohio Administrative Code.

**RESOLUTION # 94-21 (FIRST READING)
OCTOBER 20, 2021- (PUBLIC HEARING/SECOND READING)
NOVEMBER 17, 2021 (FINAL READING/ADOPTION)**

RESOLUTION # 94-21

THE ROSS COUNTY BOARD OF HEALTH agrees to adopt the updated Fee Schedule to be used for the **Public Health Nursing Clinic** and the **Division of Environmental Health**. These fees will take effect January 1, 2022, after a two-week period of advertising in the community and three board readings.

See pages 36-39 of the supporting documents for EH.

See pages 44-46 of the supporting documents for PH.

Garrett and EH Director Kelly Spindler presented to the board each program that had either an increase or decrease for the 2022 permit fees. The most significant decrease was in the food service permits, which almost all of the risk levels went down. Sewage and private water permits were adjusted according to the state’s cost methodology formulas. Adjustments were also made in the smaller programs such as pool permits, tattoos, campground camping fees, wells etc. No changes were made to the 2022 Clinic Nursing Fees as we had already adjusted those when we added the new COVID-19 administration fees at the August 18, 2021, board meeting.

MOTION BY: No Action Required for the First Reading

RESOLUTION # 95-21

THE ROSS COUNTY BOARD OF HEALTH approves the Adena Health Systems Maternity License application for 2022. This license is valid through November 30, 2022.

See pages 43-45 of the supporting documents.

MOTION BY: Dr. David McKell and seconded by Dr. Sanju Mahato. All ayes, motion carried.

Roll Call:

**Dr. Jennifer Allen-absent, Mrs. Dianna Gray-aye, Mrs. Joyce Kellenberger-aye,
Dr. Sanju Mahato-aye, Dr. David McKell-aye, Dr. Sharon Stanley-aye,
Mr. Glenn Thompson-aye**

COMMITTEE REPORTS:

Resource Stewardship:

The committee met on Monday September 13th at 3:00 PM. Notes from that committee meeting will be sent to the members once approved by the chairman. The most significant discussions from the meeting were the presentation of the 2022 Environmental Health fee schedule.

Also, Chrissy Downs was contacted by the neighboring business, Rost Coffee about sub-leasing 10 parking spots in our back parking lot. Those 10 spots would generate \$7200.00 in revenue for the health district. Chrissy has a draft-lease that was approved by the Ross County Prosecutor’s Office and will then be presented to the Ross County Commissioners for their approval.

Members-Glenn Thompson, Chair, and any board member who wishes to attend, including Dr. Brown, Jim Hatfield, Ben Junk, Willard Taylor, and Bill Jones. Debbie Miner, Recorder

Policy/Governance:

Chairman Dr. Sharon Stanley has scheduled a 3:00 PM meeting on October 7th to review and discuss our 2022 Strategic Plan.

Members-Dr. Sharon Stanley, Chair, Dr. Sanju Mahato, and Dr. David McKell.
Debbie Miner, Recorder

Oversight:

Dr. Jennifer Allen who was absent from the board meeting, previously communicated that the Health Commissioners' evaluation will be presented and reviewed at the October board meeting

Members-Dr. Jennifer Allen, Chair, Glenn Thompson, and Joyce Kellenberger.
Debbie Miner, Recorder

Environmental Health Review:

No meetings scheduled at this time.

Members-Kelly Spindler, Chair, Dianna Gray, and Glenn Thompson. Recorder.

Ethics Workgroup:

No meetings scheduled at this time.

Members-Dr. Sharon Stanley Chair, Blake Lloyd, and Eric Braunlin. Kelly Dennis,
Recorder

Kelly Brehm, Director of WIC Services

Garrett Guillozet reported that Kelly Brehm is out on medical leave and added that the open Circleville Peer Worker position has been posted.

Kelly Dennis, Director of Health Promotion & Quantity Improvement

Kelly quickly reviewed his grants and how most of them cycle through around the last six months of the year. He has started reviewing our PHAB Quality Improvement Plan. PHAB has reduced the 2022 Standards and Measures from 12 to 10. He is also reviewing the 2021 PHAB Annual Report. Kelly distributed a newsletter from COSSAP which highlights all the in-depth data analysis performed by our team. Coordinator Ashley Chaney who was instrumental with this program is leaving to take another position.

Chrissy Downs, CFO & Director of Finance and Business Operations

Chrissy had been working on several projects during her first six-months with the health district. Programs such as the renovations to the home health offices, the new timekeeping procedures and RedCap have all come into fruition recently. Chrissy and Aimee Unger have officially applied for the MIECHV Grant and should hear from ODH by the end of September. Chrissy has applied for and received an additional \$26,000.00 in FEMA grant money and those funds will be accepted at the October board meeting.

Michelle Long, Director of Public Health Nursing

Michelle stated that everyone in Public Health Nursing was relieved to see a slow-down in the positive COVID cases, but now they are on the rise again. In 2019/2020 the cases were primarily the elderly and now we are seeing more cases of the young adults and children.

We have worked through an ODH contract with ProLink to obtain three contract nurses that have been overseeing the registering and vaccinations in the McKell conference room.

She and her staff have been working on the fall flu out-reach clinics. It has been challenging as some of the locations we have visited in the past are now closed due to the pandemic. The fall clinic will include both flu and COVID vaccinations.

On Friday October 15th from 10am to 3pm we have tentatively set this date as a drive-through vaccination clinic in the city pool parking lot in Yoctangee Park.

Michelle thanked all the nursing staff for their hard work and long hours devoted to

Kelly Spindler, Director of Environmental Health

Kelly gave her final Mosquito Inspection Report for 2021 which was also sent to the Ohio Department of Health for future statistical location tracking. In Ross County four positive mosquito pools were identified. A press release was sent to the Gazette and WKKJ and posted to our web and social medial sites.

She updated the board on our five outstanding nuisance complaints. Four of them have been sent to the prosecutor's office and the fifth property owner has been served but has 28 days to file a response.

SIT Noah Daniels has been trained on contract tracing and is sending letters of confirmation and return to school letters to all the local schools.

**Dr. Christopher Brown,
Medical Director**

Had no report to give at this time.

**Garrett Guillozet,
Health Commissioner**

Garrett gave the monthly report on the Home Visiting Program. The MIECHV application was submitted in GMIS on August 27, 2021, and we should hear back from ODH on the grant award on or before September 30th. Additionally, we are bringing back our car seat program as we have two home visitors that already have their car seat certification. This brings another service to the community and our WIC and Help Me Grow families.

Garrett shared that he has asked the Prosecutor's Office to review our internal Quarantine/Isolation Orders to ensure compliance with SB 22.

We have a continued increase in people asking for the at-home-test-kits. We are giving out approximately 150 kits a day. As of this date Ross County has a positivity rate of 16 percent. Garrett shared that we are receiving a number of calls from disgruntled parents regarding the quarantine of their children. Because of the nature of the call, he has instructed the front-line telephone staff to send those calls to him.

OLD BUSINESS:

NEW BUSINESS:

Levy Committee Update:

Garrett and Senior Staff have participated in several virtual and in person meetings promoting our upcoming levy. A full list of those meetings can be viewed on his monthly narrative board report. Garrett is scheduled to do a levy interview with Litter Media at 10:00 am on Thursday September 16th.

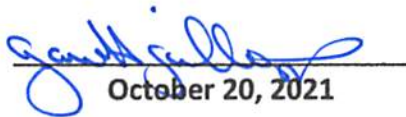
A special DAC meeting will be held on Thursday to review our financial statement and the obligation the city and townships have regarding their financial support of the health district should the levy fail.

ADJOURNMENT:

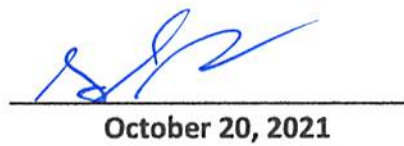
THERE BEING NO OTHER ITEMS BEFORE THE BOARD THE MEETING ADJOURNED AT 6:35 PM.

MOTION BY: Dr. David McKell and seconded by Dr. Sanju Mahato. All ayes, motion carried.

APPROVED: Garrett Guillozet, Health Commissioner


October 20, 2021

ATTEST: Glenn Thompson, Board President


October 20, 2021