

ROSS COUNTY HEALTH DISTRICT

The Ross County Board of Health will hold their regular monthly meeting Wednesday **August 19, 2020** at 4:30 pm. by Zoom Video Conferencing and On-Site

Regular Monthly Meeting:

- Call to Order
- Roll Call
- Verify Quorum

Review and/act on the minutes of the:

- July 15, 2020 Monthly Board meeting
- July 24, 2020 Special Board meeting
- August 05, 2020 Special Board meeting
- August 10, 2020 Special Board meeting

Review and/act on the Resolutions

Committee Reports:

Division Reports:

- Logan Calhoun, Director of Environmental Health
- Kelly Dennis, Director of Health Promotion & Quality Improvement
- Vonda Kern, Director of Administration
- Michelle Long, Director of Public Health Nursing
- Sharon Rickey, Director of WIC Services

Report from Medical Director/Health Commissioner:

Dr. Christopher Brown

Old Business:

New Business:

Executive Session

No

Adjournment



**ROSS COUNTY HEALTH DISTRICT
BOARD OF HEALTH
August 19, 2020**

ROLL CALL

Dr. Allen	Present (Zoom)
Mrs. Gray	Present
Mr. Halm	Absent
Mrs. Kellenberger	Present
Dr. McKell	Absent
Dr. Stanley	Present
Mr. Thompson	Present

Guests: DAC Chairman Jim Hatfield

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

A quorum was met.

MINUTES FROM JULY 15, 2020

Minutes of the July 15, 2020 board meeting were reviewed and amended as published.

MOTION BY: Joyce Kellenberger and seconded by Dianna Gray. All ayes, motion carried.

**MINUTES FROM JULY 24, 2020
Special Board Meeting**

Minutes of the July 24, 2020 board meeting were reviewed and amended as published.

MOTION BY: Joyce Kellenberger and seconded by Dianna Gray. All ayes, motion carried.

**MINUTES FROM AUGUST 05, 2020
Special Board Meeting**

Minutes of the August 05, 2020 board meeting were reviewed and amended as published.

MOTION BY: Joyce Kellenberger and seconded by Dianna Gray. All ayes, motion carried.

**MINUTES FROM AUGUST 10, 2020
Special Board Meeting**

Minutes of the August 10, 2020 board meeting were reviewed and amended as published.

MOTION BY: Joyce Kellenberger and seconded by Dianna Gray. All ayes, motion carried.

RESOLUTION # -20

THE ROSS COUNTY BOARD OF HEALTH approves attendance of the following staff members and will reimburse for travel and registration expenses as provided for in Personnel Policy.

DATE	PERSONNEL	SUBJECT	LOCATION	FUND	COST
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NO OFF-SITE MEETINGS / TRAVEL THIS MONTH

RESOLUTION # 70-20

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 Hires:

Kelly Brehm, RN, IBCLC, CLC as the Director of WIC effective August 10, 2020
WIC Director Sharon Rickey introduced Kelly who will become her replacement officially on August 31, 2020.

Rebecca Niver, Contact Tracer (Intermittent) effective July 31, 2020
Kylee Toohey, Contact Tracer (Intermittent) effective August 05, 2020

Resignation:

Jonah Bilek, Mosquito Control Intern (seasonal) effective date
August 21, 2020

Crystal Donley, part-time WIC Health Professional, effective August 25, 2020
Lindsey Fausnaugh, RD, LD part-time WIC Dietitian to intermittent
effective August 21, 2020

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

RESOLUTION # 71-20

THE ROSS COUNTY BOARD OF HEALTH reviews and certifies that the payment of the following bills was made for the month of July 2020.

See pages 2-7 of the supporting documents

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

Background Information: The Ross County Health District's (RCHD) grant for Drug Overdose Prevention (referred to as DR) is approaching the second year of its three-year cycle. The workplan includes activities focusing on the statewide and local coalitions, monitoring and surveillance activities and the public safety and service settings such as the leave behind naloxone with Emergency Medical Services (EMS). The RCHD received the Notice of Award (NOA) for \$110,000.00 to build a sustainable system within the public safety setting to reduce the incidence of overdoses and unintentional overdose deaths.

RESOLUTION # 72-20

THE ROSS COUNTY BOARD OF HEALTH accepts the Notice of Award of \$110,000.00 from the Ohio Department of Health for the Drug Overdose Prevention (DR) Grant for the period of September 1, 2020 through August 31, 2021.

See page 8 of the supporting documents

Kelly Dennis explained that this Grant award replaces the IPP Grant (Injury Prevention Program)

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

Background Information: Since September 2018, the Ross County Health District (RCHD) has been working with the Partners to Achieve Compliance and Savings (PACS) members including The Health Plan, Molina Healthcare, UnitedHealthcare, Athens City-County Health Department, Meigs County Health Department, Perry County Health Department, Community Health Improvement Associates (CHIA), Washington County Health Department (WCHD) and Hopewell Health Centers (HHC). This regional consortium effort is assessing and piloting the use of community health workers (CHWs) for chronic disease management of diabetes. In September 2019, by Board of Health resolution #119-19, a Memorandum of Agreement (MOA) was entered into a partnership with WCHD to establish RCHD as a project host site for one AmeriCorps Member CHW for the HRSA Rural Health Network Development Planning Grant. Since the first MOA, the project sponsor has shifted to the Community Health Improvement Associates (CHIA) and the project partners have been awarded a second HRSA grant to explore cost savings from a CHW-based Chronic Care Management (CCM) model and the health benefits to high risk targeted diabetic population.

The resolution below enters into a Memorandum of Agreement (MOA) with CHIA establishing RCHD as a Project Host Site of up to five AmeriCorps Member CHWs for the HRSA Rural Partnership Grant with CHIA as the Project Sponsor.

RESOLUTION # 73-20

THE ROSS COUNTY BOARD OF HEALTH enters into a Memorandum of Agreement with Community Health Improvement Associates (CHIA) to provide day-to-day supervision for up to five Community Health Works (CHWs) in the HRSA Rural Partnership Grant for the period of **September 2020 through September 2021**. As project host site, the RCHD will provide site supervision and CHIA will serve as the fiscal agent and overall administrator with the Corporation for National & Community Service.

See pages 9-13 of the supporting documents.

Asti Powell explained is the MOA involves our collaboration with several other agencies. Community Health Workers will assess individuals for chronic disease management and diabetes. This program does not cost the health district anything except for mileage. We will provide on-site supervision for up to five CHW's. Our model will be with those clients that have Molina Insurance and we will get all our referrals from the Hopewell Health Centers.

MOTION BY: Dr. Allen and seconded by Dr. Stanley. All ayes, motion carried.

Background Information: the following resolution amends the 2020 budget for the **Appropriations of Funds** in the amount of \$74,589.68 for Additional Appropriations for:

Home Visiting- ODH has re-evaluated the local retention support and has decided to continue through July 2021, therefor additional Home Visiting Appropriations for Client Enablers (diapers, wipes, and phone cards) are needed through the current calendar year. Appropriations are needed for 27 families at \$127.00 per family (\$3,429.00 per month) for 5 months (August through December 2020) for a total of \$17,145.00.

IPP - \$57,444.68, for personal and operating cost for the program.

The following resolution: amends the 2020 budget for the **Transfer of Appropriations** of funds in the amount of \$300.00 for:

Home Visiting - to cover the expense of a three-day (Virtual) conference and resource materials for the Home Visiting staff.

RESOLUTION # 74-20

THE ROSS COUNTY BOARD OF HEALTH: approves the amendment to the 2020 budget originally approved by Resolution #22-19. Included is the Request for **Additional Appropriations** and the **Transfer of Appropriation** in the amount of \$74,889.68.

See pages 14 & 15 of the supporting documents.

MOTION BY: Dianna Gray and seconded by Joyce Kellenberger. All ayes, motion carried.

Background Information: the following resolution amends the 2020 budget for the Transfer of Appropriations in the amount of \$500.00:

In 2019 the Mosquito Control grant employed a seasonal, part-time Mosquito Control Technician. The Health District is currently been charged for Unemployment for this employee.

I received an invoice on July 16, 2020 for the unemployment charged to the Health District for the month of June 2020 in the amount of \$246.70. Environmental Health had \$200.00 budgeted for unemployment. I requested a transfer of appropriation with Dr. Brown for \$500.00 from Postage to Unemployment (per Resolution 89-18) to avoid a late fee.

RESOLUTION # 75-20

THE ROSS COUNTY BOARD OF HEALTH: approves the amendment to the 2020 budget originally approved by Resolution #22-19. Included is the Request for the Transfer of Appropriation in the amount of \$500.00.

See page 16 of the supporting documents.

Vonda Kern explained that she separated this transfer request resolutions to avoid any penalties and fees.

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

RESOLUTION # 76-20

THE ROSS COUNTY BOARD OF HEALTH: amends the contract of Dr. Christopher Brown, Health Commission/Medical Director to reflect the change in his position and responsibilities. Effective 12-am on September 01, 2020 Dr. Brown relinquishes his title and is relieved of his role as Health Commissioner and retains his position as Medical Director at which time Garrett Guillozet assumes his duties as Health Commissioner. There are no other changes to Dr. Brown’s current contract at this time.

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

RESOLUTION # 77-20

THE ROSS COUNTY BOARD OF HEALTH: adds the following two (2) positions to the Ross County Health District's Table of Organization. 1) a Chief Fiscal Officer who would report to the Health Commissioner with a direct line of communication to the board of health; 2) a Public Health Nursing Supervisor that would report to the Director of the Public Health Nursing Division. These additions to the Table of Organization are effective August 20, 2020.

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

COMMITTEE REPORTS:

Resource Stewardship:

Met on Monday August 17th at 3:00 PM and notes from that meeting are emailed to all the committee members.

Members-Glenn Thompson, Chair, and any board member who wishes to attend, including Dr. Brown, Vonda Kern and Debbie Miner, Recorder

Policy/Governance:

Dr. Stanley recommends the committee meet in November 2020 to review the Bylaws, which any revisions would then become effective January 2021.

Members-Sharon Stanley, Chair, Chuck Halm, Dr. McKell, and Debbie Miner, Recorder

Oversight:

No report at this time.

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

Environmental Health Review:

No report at this time.

Members-Logan Calhoun Chair, Dianna Gray, Chuck Halm, Dr. Stanley, and Sharon Hart, Recorder

Ethics Workgroup:

No report at this time.

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

DIVISION REPORTS:

Logan Calhoun, Director of Environmental Health stated that our summer intern Jonah Bilek, who did an excellent job with the Mosquito Control Grant, will be returning the college. His last day with us will be on August 21st.

The Ohio Department of Health is now testing for the West Nile Virus, but no positive cases have been reported in Ross County.

Logan praised the Ross County Fair Board members for staying extremely compliant and still holding a scaled down Jr. Fair during this COVID pandemic. Our Sanitarians had only 10 mobile food units to inspect verses the 60 plus during a regular fair week. Sanitarians were present throughout the week and performed COVID compliance inspections, with findings reported back to the fair board. We also provided an assessment for mosquito breeding locations on the property and applied larvicide where necessary. Our staff has also been very busy meeting with the county school superintendents, principals, staff and concerned parents to offer guidance with their reopening.

Kelly Dennis, Director of Health Promotion & Quantity Improvement reminded the board of our PHAB Site Visit that starts on Tuesday September 1st through Thursday September 3rd. Board President Glenn Thompson, and members Dr. Sharon Stanley and Dr. Jennifer Allen have agreed to represent the board during the Domain 12 interview. **Asti Powell, HP and QI Supervisor** updated the board of the grants. With BJA it is now entering in the implementation phase where the plan will focus on four-prong approach of data collection, public awareness, increase services through telehealth and staff a Licensed Social Worker. Asti was a speaker/presenter at the Ohio Rural Health Conference in Columbus on August 13th.

Vonda Kern, Director of Administration reported that we ended July with an overall balance of \$1,624,264.34. We should receive our second-half tax payment by the end of August. Vonda assisted Susan Smith with preparing the 2nd allocation of PPE's on Tuesday August 11th which Paul Minney, EMA will in turn distribute them to the townships.

The on-going plumbing issues with the restroom in the Public Health area is becoming quite expensive. Notestone Sanitation recently opened the line and suggested we have them do that every 3-4 months or go to the expense of replacing the line.

Denise Spaeth continues to troubleshoot our internal IT issues and programing newly purchased laptops. Donna Atchison continues to screen and conduct orientation for Contact Tracers.

Michelle Long, Director of Public Health Nursing reported she continues to provide support for local school nurses in the preparation for students to return the classroom. Most recently she distributed PPE to each local county school system for the school nurse staff. The public health nursing staff processed 284 positive COVID cases for the month of July.

Dr. Stanley asked Michelle for an update on the home visiting program and she responded that currently the home visitors are seeing their maximum family caseloads and Supervisor Tiffany Benner is monitoring their weekly caseloads to keep on top of the billing.

Sharon Rickey, Director of WIC introduced Kelly Brehm as her replacement as the WIC Director. Kelly started on August 10th shadowing with Sharon.

Sharon distributed "goodie-bags" to all the board members in recognition of August that is Breast Feeding Awareness month.

WIC staff continue to provide curbside services to their WIC participants in both Ross and Pickaway counties.

Dr. Stanley thanked Sharon Rickey for her service, that she had developed the Ross County WIC program into a strong and integrated part of the health department.

Dr. Christopher Brown,

Medical Director/Health Commissioner reported he and Asti Powell have devised a plan to utilize CARES money to purchase test kits for students, which Adena would have the results back in 60-90 minutes.

Glenn Thompson thanked Dr. Brown for stepping up in support of the health district by performing dual roles in this most difficult time.

Dr. Brown responded that he would continue to serve in the capacity as Medical Director but has certainly learned a lot about public health in Ross County.

Garrett Guillozet attended our board meeting as the new Health Commissioner effective September 01, 2020. Mr. Guillozet stated he is looking forward to this new endeavor; as the Ross County Health District is well known in southern Ohio as a leader among health departments.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

ADJOURNMENT:

THERE BEING NO OTHER ITEMS BEFORE THE BOARD THE MEETING ADJOURNED AT 5:45 PM.

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

APPROVED: Garrett Guillozet, Health Commissioner


September 16, 2020

ATTEST: Glenn Thompson, Board President


September 16, 2020