



**Public Health**  
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MEIGS COUNTY HEALTH DEPARTMENT

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**Board of Health Meeting Minutes  
February 11, 2020**

Board of Health (BOH) President Roger Gaul called the convention to order at 5:01 PM.

In attendance: Gaul; BOH Medical Member Wilma Mansfield, MD; BOH Member Eric Rock; Administrator Courtney Midkiff; Health Commissioner Marc Barr; Director of Environmental Health Steve Swatzel; BOH Vice President Edna Weber; BOH Member Pam Patterson; Creating Healthy Communities (CHC) Project Director Sara Hill.

**Approval of Meeting Minutes:**

Midkiff beseeched a motion to approve the 1/14/20 BOH Meeting Minutes as emailed. Rock made a motion to approve the document; Mansfield seconded the motion. All were in favor of the motion.

**New Staff Member Introduction:**

Hill introduced herself and relayed her experience at the Meigs Co. Health Dept. (MCHD) since her employment on 1/6/20. The BOH Members welcomed Hill to the MCHD. Hill expressed appreciation for the opportunity. Hill exited the meeting at 5:05PM.

**New Business:**

Midkiff requested a motion to approve the Jan. 2020 fiscal report as presented; payment of Jan. 2020 bills as presented via the expenditure spreadsheet; the Jan. 2020 daily deposit records as submitted to the County Auditor/Treasurer as presented; Jan. 2020 medical claim billing remuneration report. Jan. donations equaled \$20. Rock made a motion to approve the fiscal reports/dailydeposits/donations/encumbrances/expenditures/medical claim billing remuneration as presented; Gaul seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively the resignation of Community Health Worker (CHW) Kiera Frank effective 1/31/20 at 4PM. Frank accepted employment elsewhere. Gaul made a motion to approve retroactively Frank's resignation; Mansfield seconded the motion. All were in favor of the motion.

Midkiff sought a motion to approve retroactively the Central Ohio Trauma System Southeast/Southeast Central Ohio Healthcare Coalition Memorandum of Understanding (MOU), which was emailed prior to the meeting for Member review. Mansfield made a motion to approve retroactively the MOU as emailed; Rock seconded the motion. Motion carried unanimously.

Midkiff beseeched a motion to approve retroactively the HDIS 1 Year Software Maintenance and Support Agreement effective 3/1/20, which was emailed prior to the meeting for Member review. Rock made a motion to approve retroactively the agreement as emailed; Gaul seconded the motion. All were in favor of the motion.

Midkiff requested a motion to approve the revised Public Health Nursing (PHN) Service Fee in the amount of \$75 effective 2/12/20 for HIV test kits that the MCHD privately purchases. The MCHD no longer receives free HIV test kits from the Ohio Dept. of Health (ODH). Dr. Mansfield noted that young adults are being encouraged to be tested for HIV and that the cost may be prohibitive. Privately purchasing test kits currently is the only option the MCHD has if it intends to continue to offer the service and, consequently, must seek remuneration for the expense. Gaul made a motion to approve the revised PHN Service Fee as presented; Patterson seconded the motion. Motion carried unanimously.

### **Environmental Health:**

The Jan. 2020 Nuisance Status and Animal Bite Reports were emailed to the Membership for review prior to the meeting. There were 10 nuisances reviewed: two mosquito complaints; one bed bug investigation; one sewage investigation; four solid waste investigations and two other investigations. There were three animal bites investigated in Jan. 2020: two dogs and one cat.

Swatzel sought a motion to approve retroactively Resolution 2020-2A: Authorizing the MCHD to File an Application to the OEPA Division of Environmental and Financial Assistance to Participate in the Ohio EPA Community Litter and Grant Program as was emailed to the Members prior to the meeting for review. Rock made a motion to approve retroactively the resolution as emailed; Gaul seconded the motion. All were in favor of the motion.

Swatzel reminded attendees that Sikorski's Restaurant has until 2/29/20 to have a Food Service Operator trained on its behalf and successfully pass the test via the State-mandated ServSafe course or else the MCHD will not be issuing it a license to operate effective 3/1/20. Neither Stephanie Sikorski nor her father have been in contact with the MCHD concerning this matter after the MCHD issued a letter to this effect.

### **Other New Business:**

The MCHD's CHW program status was discussed. The MCHD currently does not employ any CHWs. Grant funding is available through 12/31/20. It is not feasible to employ someone for approximately nine months in which they would necessitate extensive training for quality assurance purposes. The MCHD asked the Athens City-County Health Dept. (ACCHD) about its interest in contracting with the MCHD for its CHWs' services. ACCHD indicated its CHWs (which are contractors) do not have time to work the Meigs caseload into their schedules. Midkiff and MCHD Dir. of Nursing Leanne Cunningham spoke with Dr. Crespo and Stephanie Bowman from Marshall University, which is the grantor, about the MCHD's concerns about funding sustainability. While there are efforts being taken to obtain more grant funding and to establish relationships with payors, there is no guarantee of funding for CHWs after Dec. 31<sup>st</sup>. The fact that data collection will not continue on enrolled patients to support the effectiveness of CHWs is unfortunate. Meanwhile, the MCHD is still interested in administering a CHW program in the future, if mechanisms are in place for sustainability such as medical billing remuneration for CHW services. As of 1/31/20, the MCHD CHW Program was serving 14 patients from Holzer and Hopewell Health Center. The MCHD will work with the providers to transition patients' care as needed. Midkiff relayed that no MCHD staffer (including Cunningham) has time to add additional CHW program duties to his/her schedule.

Midkiff and Barr recommended terminating the program until mechanisms are in place for sustainability. After brief discussion, Gaul made a motion to discontinue the CHW program at this time; Mansfield seconded the motion. Motion carried unanimously.

Midkiff reported that the ODH has been very proactive in its approach toward Coronavirus (COVID-19). Daily calls with partners including local health departments (LHDs) were being held, but recently have been scaled back to twice per week. There have been some communication glitches (i.e. LHD contacts not receiving emails including call-in information) that are being remediated by ODH. The MCHD will continue to engage with ODH and monitor the evolving situation. The MCHD contacted the University of Rio Grande (Meigs Branch) to determine if any international students were enrolled and was advised that there presently are no international students enrolled at the Meigs campus. The threat in Southeastern Ohio and Meigs County is currently low.

Midkiff reminded attendees that the preliminary findings from the recent Meigs County Community Health Assessment are available for public review and comment through March 1, 2020. The document is posted at [www.meigs-health.com](http://www.meigs-health.com).

Midkiff included the Supreme Court of Ohio Summary of Judicial Guide to Public Health in the BOH Member Orientation Packet. It was also emailed to the Members for review and reference.

Midkiff and WIC Director Sherry Eagle will be interviewing three candidates for the part-time Breastfeeding Peer Helper position on Feb. 12 and 13.

#### **Old Business:**

Midkiff reminded attendees that the Public Health Accreditation Board (PHAB) site was conducted on Jan. 22-23, 2020. Mansfield and Weber represented the BOH (the MCHD's Governing Entity) by meeting with the site visitors on Jan. 23<sup>rd</sup>. PHAB likely will not make a decision whether the MCHD is accredited or receives an action plan until its May/June meeting. The PHAB site visitors noted that community engagement was a MCHD strength and opportunities for improvement include: collection, analysis and use of data; coalition building and decision-making processes.

Midkiff initiated a brief discussion about placing the MCHD's renewal levy bid on the Nov. 2020 General Election ballot. The BOH will have to begin the process in May/June 2020. It was decided that the MCHD would not establish a levy committee, but work to promote the Health Dept. via good customer service and general marketing strategies.

#### **Miscellaneous Business:**

Upcoming Events/Closures include: Staff Meeting – Feb. 12th 8:15AM; Presidents' Day Holiday: Closed Feb. 17; DAC Meeting – March 24 at 6PM Trinity Church.

Attendees viewed a presentation entitled *10 Essential Public Health Services* from the 2019 OABH Resource DVD.

Rock exited the meeting at 5:59PM.

#### **Adjournment:**

The next BOH Meeting will take place on 3/10/20 at 5:00 PM in the conference room of the Meigs County Health Department.

With no further business to discuss, the meeting was adjourned at 6:02PM.

Marc Barr, MS  
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 2/11/20 meeting minutes.)