



**Public Health**  
Prevent. Promote. Protect.

## MEIGS COUNTY HEALTH DEPARTMENT

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### **Board of Health Meeting Minutes March 14, 2017**

Board of Health (BOH) President Roger Gaul called the convention to order at 5:00 PM.

In attendance: Gaul; BOH Medical Member James Witherell, MD; BOH Vice President Gene Jeffers; Health Commissioner Marc Barr; Administrator Courtney Midkiff; Director of Environmental Health Steve Swatzel. Absent was BOH Member Edna Weber.

Midkiff beseeched a motion to approve the 02/14/17 BOH Meeting Minutes as mailed. Witherell made a motion to approve the document as mailed; Gaul seconded the motion. Motion carried unanimously.

#### **New Business:**

Midkiff requested a motion to approve the February 2017 fiscal report as presented. The available total cash balance for February equaled \$159,883.30. The Health District retained a \$90,000 budgeted carry over. Jeffers made a motion to approve the fiscal reports as presented; Gaul seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve the payment of February 2017 bills as presented via the expenditure spreadsheet. Gaul made a motion to approve the payment of the bills as presented; Witherell seconded the motion. All were in favor of the motion.

Midkiff beseeched a motion to approve the February 2017 daily deposit records as submitted to the County Auditor/Treasurer. Gaul made a motion to approve the daily deposit records as presented; Jeffers seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve the February 2017 financial transactions (Advances, Transfers, Corrections and Appropriations) as presented. Gaul made a motion to approve the financial transactions as presented; Witherell seconded the motion. All were in favor of the motion.

Midkiff solicited a motion to approve the February 2017 donations as presented in the amount of \$15. Jeffers made a motion to approve the donations as presented; Gaul seconded the motion. All were in favor of the motion.

Midkiff requested a motion to approve the revised Health Educator job description of Laura Cleland. Responsibilities of coordinating the Together on Diabetes grant were removed because the funding ended 12/31/16. Witherell made a motion to approve the revised job description as presented; Gaul seconded the motion. Motion carried unanimously.

Midkiff beseeched a motion to approve the 2016 Health Department Annual Financial Report as prepared by Charles E. Harris & Associates. A notification of availability was placed in the local newspaper (The Daily Sentinel) as required by the State Auditor. It is also posted on the Health Department's website. Jeffers made a motion to approve the report as presented. Witherell seconded the motion. All were in favor of the motion.

### **Environmental Health:**

Swatzel presented updates on the following nuisance complaints:

1. Anna Chapman of 105 High Street in Pomeroy has failed to connect to the public sewer system since 2015. Swatzel said that Chapman has informed him that the plumber she hired has done some work since the Feb. BOH Meeting; however, the Health Department has not received any documentation of that work. Upon further discussion and since Chapman's plumber has made some progress, Witherell made a motion to grant Chapman an additional 30 days in which to connect her residence to the public sewer system or face referral to the County Prosecutor for legal action; Jeffers seconded the motion. All were in favor of the motion.
2. Linda Stobart of Noble Summit Road is alleged to have tolerated open dumping on her property. Swatzel has been communicating with Stobart's daughter Edie Roush. Some illegally disposed of items have been hauled away. Meanwhile, illegal dumping activity continues by trespassers. JD Drilling's access has been negatively affected and, thus, the company has agreed to assist with the cleanup if the Health Department will supply a dumpster. In the meantime, the Health Department will place trail cameras around the site to capture evidence of violators.

Swatzel opened bids he solicited from three companies for three additional OEPAWPCLF household sewage treatment projects. The bids were as follows: 1. Don Dunfee \$32,461.97 2. Dais (Dave Williams) \$23,150 3. D&D Enterprises (Robert Daniels) \$22,000. Gaul made a motion to accept the lowest bid submitted by D&D Enterprises of Bidwell; Witherell seconded the motion. Motion carried unanimously. Swatzel reported that initial projects have been hampered by inclement weather; consequently, they will not be completed within the 45-day timeframe established in the contract.

Swatzel briefly discussed two policies he is working on for accreditation purposes concerning nuisances and food service violations. The policies will be presented to the BOH for approval soon.

### **Human Relations Committee:**

Swatzel announced that the Health Department will recognize all employees and Board of Health Members for their hard work and dedication with a catered luncheon on April 5<sup>th</sup> (during National Public Health Week) at noon in the conference room. Individuals with five, 10, 15, etc. years of services to the department will be honored as well as departing BOH Members Jeffers and Witherell. A reporter from The Daily Sentinel will be in attendance to compile a promotional article.

### **Other New Business:**

BOH Member Edna Weber, who works for the Farmers Bank and Savings Company, was unable to attend today's meeting because of a work commitment. Weber emailed Midkiff the following: "I received information in the mail concerning *Vital Chek*. The representative was on vacation, but said after we reviewed the material if we would want him to attend a meeting or meet with you he would be glad to do that. I can drop it off for your review." Midkiff said she asked Weber to drop off the information, but she did not get it prior to the meeting. Thus, the matter was tabled until the April meeting.

Midkiff asked for a motion to approve the purchase and installation of braille signage for the MCHD offices. An in-house assessment is taking place to make sure the agency is compliant with the Americans with Disability Act and for accreditation purposes. The estimate received from JS Decals is in the amount of \$1,336.30. An additional shipping charge is applicable. Remaining funds from the ODH IT/Accreditation subsidy received in 2016 will be used. Gaul made a motion to purchase braille signage; Witherell seconded the motion. Motion carried unanimously.

The 2016 Meigs County Communicable Disease Report was mailed for Member review. The report is available on the MCHD website and will be presented during the 2017 District Advisory Council Meeting.

Midkiff explained why she asked Members to complete and turn in BOH Self-Assessment Forms as were mailed. Franklin County Public Health (FCPH) and the Delaware General Health District are working on a Quality Improvement Project for which they asked other counties for assistance. Meigs may benefit from participating. FCPH was given suggestions for communication improvement with its governing body during its PHAB site visit. PHAB site visitors recommended that an annual board self-assessment may help show areas for improvement. It seems many health departments believe interactions with their boards/governing entities could be improved. It is hoped that by doing this that benchmarking data will be provided to all participating health departments across the state and toolkits can be created that may help to improve areas where there are identified issues.

The Health Department electronically submitted its annual subsidy application to ODH on 02/28/17.

Midkiff reported that the Meigs Multi-Purpose Health Center Building Fund has been dissolved with the remaining balance of more than \$24,000 being paid to the Board of County Commissioners for recent repairs including the new roof. The agency heads recently met with County Commissioner Tim Ihle and the decision was made to partially remunerate the County for repairs exceeding \$35,000. In consideration of future building-related expenses, Midkiff reminded Ihle that the Board of County Commissioners is responsible for providing the Health Department with suitable space and utilities as per the ORC. It is anticipated that the Meigs County Council on Aging, Inc. will be relocating within the year.

It looks like the Children with Medical Handicaps (CMH) program will undergo major changes effective 7/1/17 and 1/1/18. Governor Kasich's proposed budget includes provisions for building a sustainable program for CMH. It creates a new Ohio Medicaid CMH program as the primary payer for CMH services; aims to improve the quality of care for Ohio's most vulnerable children; grandfather current CMH participants into the existing program until they age out or their medical or financial eligibility changes; provides CMH services for Medicaid eligible children; maintains a safety net program for those not eligible for Medicaid; simplifies financial eligibility to ensure children and their families with the greatest need have a sustainable CMH program available in the future; continues a holistic patient centered approach; ensures that all CMH clients receive medically necessary services; maximizes taxpayer resources by utilizing existing Medicaid infrastructure, processes, and expertise to manage program eligibility determination and claims processing.

Meigs County is included in a service area for an Appalachian Regional Commission grant being administered by Marshall University serving coal-distressed communities. Funds are available to support diabetes/chronic disease management amongst the affected population using Community Health Workers. Healthcare cost savings is a focus. The care coordination model is being used for high risk diabetes patients. The Health Department, Hopewell Health Centers and Holzer Health Systems are considering participation. More information is forthcoming.

The ODH is disseminating carryover funds via the Public Health Emergency Preparedness Grant to local health department grantees. Meigs County's allocation is \$8,299. Midkiff said the Health Department is considering using the monies to obtain electronic medical records, which would meet accreditation standards and make data secure and accessible during emergencies.

To make best use of staff resources, the Health Department is sponsoring a vaccination competition among the County's three educational districts in lieu of sending a public health nurse to each district's annual kindergarten registration. Sherry Hayman, RN was out of the office and present during registration dates in 2016. She did few school-based shots; therefore, this competition was proposed to give all students the chance to receive school-required vaccines while supporting their school. The district with the most students presenting for shots at the Health Department during the week of their school's kindergarten registration will receive \$500. Special Saturday clinics will be offered to accommodate working parents.

**Old Business:**

Midkiff provided fiscal results from the first round of school-based headlice screenings conducted in September 2016. Expenditures by the Health Department as well as the Meigs County Department of Jobs and Family Services for staffing and supplies were shared. The insurance/Medicaid billing was not sufficient to cover associated expenses. The Health Department likely should consider contracting with the schools for this service, if the districts want to continue in 2017.

**Miscellaneous Business:**

Attendees viewed the presentation entitled *Quarantine and Isolation in Ohio and Beyond: Moral, Practical and Legal Implications (Part 2)* from the 2016 Ohio Association of Boards of Health Resource DVD.

The annual District Advisory Council Meeting is scheduled for March 28<sup>th</sup> at 6PM in the basement of the Pomeroy Library.

**The next BOH Meeting will take place on 04/11/17 at 5:00 PM in the conference room of the Meigs County Health Department.**

With no further business to discuss, Gaul made a motion to adjourn the convention at 6:05PM.

A picture of the attending BOH Members was taken for inclusion in the 2016 Annual Report.

Since this was Witherell and Jeffers' final BOH Meeting, thank you cards signed by the staff were presented to them for their service to the Health Department throughout the years.

Marc Barr, MS  
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 03/14/17 meeting minutes.)

