



Public Health
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MEIGS COUNTY HEALTH DEPARTMENT

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Board of Health Meeting Minutes
April 9, 2019

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 Pam Patterson; Health Commissioner Marc Barr; Administrator Courtney Midkiff; BOH Vice President Edna Weber; Director of Environmental Health Steve Swatzel; BOH Member Eric Rock; Director of Nursing Leanne Cunningham. Guest Mark Sikorski entered at 5:50PM.

BOH Reorganization:

The District Advisory Council re-appointment Patterson to the BOH for term March 2019-March 2024. The BOH reorganized upon the re- appointment Patterson. Rock made a motion to retain the current slate of officers: Gaul as the BOH President and Weber as the BOH Vice President; Mansfield seconded the motion. All were in favor of the motion.

Midkiff asked the Membership to remit completed annual BOH self-assessment forms for the purpose of evaluation.

Tuberculosis (Tb) Discussion:

Cunningham facilitated significant discussion about the Meigs County Health Dept. (MCHD) beginning to offer Tb services. Cunningham shared research she conducted and an estimate of expenses required for implementation of program elements. Cunningham recommended that the MCHD offer Tb services so that County residents would not have to be referred out-of-County to surrounding health departments. Also, the MCHD would have to investigate any Tb cases as part of its communicable disease control programming. It was noted that the Meigs Co. Board of County Commissioners would have to designate the MCHD as the County's Tb Control Unit; additionally, the Commissioners have not designated funds with which to contract for services. The remaining levy monies can only be used for treatment of the disease for indigent persons. The Membership concurred that Cunningham should compile a proposal to be reviewed by the BOH during its May 2019 meeting before submission to the County Commissioners and County Prosecutor for approval.

Community Health Worker (CHW) Provider and Patient Contract Approval:

Cunningham presented a Provider and Patient Contract (which was emailed prior to the meeting for Member review) for approval. She explained that many patients are non-compliant and that there have been other concerns that need to be addressed. Cunningham shared a few examples, including a case in which a patient was discharged from the program. Cunningham noted that MCHD contract Medical Director Douglas Hunter, MD has reviewed and approved the contract. Rock made a motion to approve the contract; Mansfield seconded the motion. Motion carried unanimously.

Health Department Information System (HDIS) Module Purchase Approval:

Cunningham reviewed pricing for software module purchase and annual maintenance for medical claim billing, vaccine inventory; Tb programming modules, Billing reconciliation is an area identified for improvement, especially since the MCHD would like to purchase its own vaccine in the future. After discussion, Gaul made a motion to approve the purchase of the software modules as presented; Patterson seconded the motion. All were in favor of the motion.

Cunningham exited the meeting at 5:35PM.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 3/12/19 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 Business:

Midkiff requested a motion to approve the March.2019 fiscal report as presented; payment of March 2019 bills as presented via the expenditure spreadsheet (including a Then and Now Certificate); the March 2019 daily deposit records as submitted to the County Auditor/Treasurer as presented; March 2019 donations in the amount of \$20. Rock made a motion to approve the fiscal reports/daily deposits and to pay expenditures as presented; Weber seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively a contract by and between the MCHD and NACCHO in the amount of \$5,000 effective 3/1/19-7/30/19. The Creating Healthy Communities (CHC) Program will be receiving \$5,000.00 to help complete three active living strategies in 2019. Weber made a motion to approve retroactively the contract as presented; Rock seconded the motion. All were in favor of the motion.

Midkiff beseeched a motion to approve retroactively a contract by and between the MCHD and Washington County Health Dept. for a maximum of \$3,000 for falls prevention effective 3/11/19 – 9/30/19. Gaul made a motion to approve retroactively the contract as presented; Weber seconded the motion. Motion carried unanimously.

Environmental Health:

Swatzel reviewed the March 2019 Nuisance Status Report. There were seven in total including one sewage complaint; one hoarding investigation; four solid waste complaints and one housing investigation involving pests. Four animal bites were investigated in March.

Swatzel opened two complete sealed bids for three WPCLF projects: 1. Amos Tillis 32581 Hysell Run Road Pomeroy 2. Robert and Sharon Jewell 37120 New Lima Road Rutland 3. Melissa Queen 38780 Little Forest Run Road Reedsville. The sealed bids were from Dais Septic Service in the amount of \$28,197 and Duncan & Daniel Enterprises in the amount of \$32,012. Gaul made a motion to approve the lowest bid from Dais Septic Service; Rock seconded the motion. All were in favor of the motion.

At 5:50PM, guest Mark Sikorski entered the meeting. Swatzel initiated discussion about ongoing food code violations at Sikorski's Family Restaurant (301 S. Third St. in Racine). The Sikorskis have met with Premier Bank representatives about assuming the building mortgage from current owner James Jones, who no longer wants responsibility for the property. Diane Milliron is not the property owner as was previously reported, but Milliron did manage the property on Jones' behalf. The bank is not familiar with needed building repairs. The Sikorskis are scheduled to meet with Bank representatives again within two weeks. After discussion, Rock made a motion to grant the Sikorskis another 30 days; Gaul seconded the motion. Motion carried unanimously. The Sikorskis are to report progress during the May 14th BOH meeting. Sikorski exited the meeting at 5:58PM.

Swatzel discussed an open dump along Vance Rd. Mail was found in the illegally disposed of solid waste with the names of Jessica Burris and Donald Welshimer of 104 Wolfe Drive in Pomeroy. It was noted that Burris was Welshimer's girlfriend and that he has relocated to Tennessee. After the Village of Pomeroy issued violation orders because of accumulating garbage, Burris hired "some boys" to get rid of the trash. Upon receipt of MCHD orders to abate the illegal dump (which is in a creek near a culvert) within three days, Burris contacted the MCHD to report that she likely had found someone to conduct the abatement. Rock made a motion to grant Burris one week from the date that BOH orders are issued to abate the illegal open dump or face legal referral to the Prosecutor; Mansfield seconded the motion. All were in favor of the motion. Swatzel noted that he involved the Meigs County Game Warden and Ohio Dept. of Natural Resources in the case because of the dump's location.

Swatzel provided the Membership with a status update on seven cases referred to the Prosecutor of legal action. All violators have received letters from the Prosecutor giving them two weeks in which to comply with MCHD orders. It was noted that Carolyn Kennedy and Linda Stobart have taken action.

The OEPA awarded the MCHD with \$15,663 for mosquito control activities. The MCHD is collaborating with Ohio University to identify potential candidates with which to contract for services. Contract interns will trap mosquitos and prepare specimens for shipment. Interns will be remunerated with \$10 per hour (not to exceed 20 hours per week) and mileage expenses at the current federal rate of \$0.58 per mile (as required by OEPA and calculated for the grant). Swatzel would like to have interns in place by 5/6/19. Also, funds will be used to host two tire amnesty days at the MCHD. Remaining funds will be used for a limited spray application contract with the Athens City-County Health Dept. and for larvicide application.

The Meigs County Cleanup Day is May 4th from 9AM-2PM at the Meigs County Fairgrounds. Volunteers are needed and should sign-in by 8:30AM. Volunteers will be able to drop stuff off before the general public.

Other New Business:

Midkiff reported that the MCHD recently revalidated with Ohio Medicaid. The re-validation is effective for five years.

Midkiff inquired about Members' interest in the MCHD being a member of the Meigs County Chamber of Commerce again in 2019. The previous cost has been \$100 per year. After discussion, Weber made a motion to approve the MCHD's membership with the Chamber; Rock seconded the motion. Motion carried unanimously. (Note: After the meeting and upon discussion with current Chamber Director Shelly Combs, it was discovered that the Chamber restructured its member levels and that the cost for the MCHD to be a business partner is now \$150 per year. Midkiff proceeded with the application.)

Old Business:

There was discussion about the MCHD applying for a credit card via Peoples Bank. Midkiff shared the emailed application for a VISA Business Card for Member review. After discussion, Rock made a motion to approve the MCHD's submission of the application for the VISA Business Card; Gaul seconded the motion. All were in favor of the motion.

Miscellaneous Business:

Upcoming Events/Closures include: April 10 – Staff Meeting 8:15-10AM; MCHD Open House (April 26 from 11AM-1PM) and Meigs Co. Bicentennial Parade (April 27 from 9:30AM-?).

Members viewed a presentation entitled (*Basic Guide to*) *Hiring a Health Commissioner* from the 2018 OABH Resource DVD.

Adjournment:

The next BOH Meeting will take place on 5/14/19 at 5:00 PM in the conference room of the Meigs County Health Department.

With no further business to discuss, Rock made a motion to adjourn the meeting at 6:50 PM; Weber seconded the motion.

Marc Barr, MS
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 4/9/19 meeting minutes.)

