



Public Health
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MEIGS COUNTY HEALTH DEPARTMENT

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Board of Health Meeting Minutes September 11, 2018

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

In attendance: Gaul; BOH Vice President Edna Weber; BOH Medical Member Wilma Mansfield, MD; BOH Member Eric Rock; BOH Member Pam Patterson; Health Commissioner Marc Barr; Administrator Courtney Midkiff; Sanitarian Dawn Keller; Director of Nursing Leanne Cunningham; Director of Environmental Health Steve Swatzel. Guests were Dominic Rose and Rich Folmer from the Dollar General (DG) in Tupper Plains (TP), who entered the meeting at 5:41PM.

Tuberculosis (TB) Discussion:

Cunningham facilitated a discussion about Ohio Revised Code (ORC) requirements for a County's TB Control Unit and the Board of County Commissioners' responsibility to designate either a local health department (LHD), hospital or other clinic to execute duties for an acceptable TB Control Program as outlined in the ORC. This designation has not taken place as far as the Meigs County Health Dept. (MCHD) is aware since the Commissioners closed the Meigs County TB Clinic on 12/31/16. The MCHD has kept track of public inquiries for testing since Oct. 2017, which have averaged about 10 per month. There are currently no active cases in Meigs County. The MCHD needs to decide whether or not to offer testing like surrounding LHDs for a fee. It is likely the MCHD is the default TB Control Unit, if the Commissioners fail to appoint one. There was much discussion and the matter were tabled until further research can be conducted about the MCHD's role in TB control.

Influenza Vaccination Discussion:

Cunningham discussed the MCHD's plans for 2018-2019 influenza vaccination efforts. Vaccine has been received from VaxCare. It was decided to use VaxCare again this year for MCHD administration in lieu of the MCHD privately purchasing the vaccine upon recommendation of another LHD because of VaxCare's success rate billing Medicare. The MCHD awaits flu vaccine from the Ohio Dept. of Health (ODH). The MCHD will begin administering flu shots on Oct. 1st with a drive thru clinic planned for Oct. 6th from 9AM-noon at the fairgrounds. Cunningham reviewed the proposed flu shot fees for 2018-2019 effective 9/1/18. Mansfield made a motion to approve retroactively the flu shot fees as presented; Rock seconded the motion. All were in favor of the motion.

Preceptor Agreement:

Cunningham presented the Preceptor Agreement from Marshall University. Cunningham is mentoring one Bachelor of Science Nursing student this semester. Marshall provides liability insurance coverage for the student. Rock made a motion to approve the agreement as presented; Patterson seconded the motion. Motion carried unanimously.

Cunningham exited the meeting at 5:37 PM.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 8/14/18 BOH Meeting Minutes as emailed. Rock made a motion to approve the document; Mansfield seconded the motion. Motion carried unanimously.

New Business:

Midkiff requested a motion to approve the Aug. 2018 fiscal report as presented; the payment of Aug. 2018 bills as presented via the expenditure spreadsheet; the Aug. 2018 daily deposit records as submitted to the County Auditor/Treasurer; Aug. 2018 donations in the amount of \$140.00 as presented. Gaul made a motion to approve the fiscal reports/daily deposits/donations and to pay expenditures as presented; Patterson seconded the motion. All were in favor of the motion.

Midkiff asked for a motion to approve a contract by and between the MCHD's WIC Program and Ellen Mingus, RD/LD/Nutrition Consulting Services of Southeast Ohio in the amount of \$2,160 effective 10/1/18-9/30/19. Upon review, Mansfield noted a typo on page two. Rock made a motion to approve the contract; Mansfield seconded the motion. Motion carried unanimously.

Environmental Health:

At this time, Rose and Folmer entered the meeting for a hearing concerning repeated, excessive food code violations at the DG store in TP. Folmer introduced himself to attendees. It was explained that the retail food establishment's (RFE) license could be suspended or revoked because of repeat violations and conditions within the store, if corrective actions are not taken. MCHD staff have inspected the store on 16 occasions in a three-year period in response to complaints received by the MCHD. Such a licensed RFE should only require inspection annually. It was noted that the MCHD conducted an administrative hearing in June 2017 in response to unsanitary conditions and violations of the food code. In March 2018, a routine inspection resulted in the identification of critical violations which DG responded to and corrected. On Aug. 27, 2018, the MCHD received a complaint that the store was dirty and cluttered with trash on the floor and grounds. Keller noted that there were no paper towels or hand soap in the restrooms. A follow-up re-inspection was conducted by Keller on Sept. 6th. Photographs from the Aug. 27th and Sept. 6th inspections were shared with attendees. Keller reported some improvement during her Sept. 6th inspection, but there still were sanitary code violations. Folmer, who has been the district manager for two years, agreed that store conditions were not acceptable and assured the BOH that he takes this matter seriously. The previous store manager failed to meet job requirements and was terminated. Rose has been the store manager since July 2017. Despite being understaffed, Rose has been responsive to MCHD orders and has kept Folmer informed of concerns noted within the store. Other DG employees have been brought in to assist Rose. Folmer supervises 21 total stores and is only in the TP store monthly. While the floor was mopped before the Sept. 6th follow-up inspection, an appointment to have the floor stripped and waxed in March 2018 was cancelled by the corporation because of monetary constraints. It has been rescheduled for Oct. 7th. Other violations noted by Keller have been addressed per Folmer including, but not limited to dust removal from shelves. Swatzel informed Rose and Folmer that mopping with bleach water was not sufficient when the

floors are as dirty as they currently are and the use of detergent is necessitated. Folmer verbally committed that the store was following a designated cleaning schedule, but documentation currently was not being kept to reflect this. Swatzel emphasized that the MCHD has devoted too many resources to this RFE by responding to complaints and negative social media posts about store conditions. Swatzel told the BOH that it has granted the Health Commissioner authority to revoke or suspend a food license for present conditions that immediately threaten the public's health via resolution. Swatzel shared ORC 3717.29. Photos from Sept. 6th that were taken by Folmer were shared with attendees. After discussion, Gaul made a motion to grant the RFE 30 days to come into compliance with the food code and maintain ORC standards for six months. If there are further complaints received and/or violations noted, the BOH will pursue actions toward license suspension or revocation. Rock seconded the motion. All were in favor of the motion.

At 6:17PM, Keller, Rose and Folmer exited the meeting.

Swatzel reviewed the Aug. 2018 Nuisance Status Report (which was emailed to the Membership prior to the meeting for review). There were seven investigations including two solid waste complaints; one mold complaint; two mosquito complaints; two bed bug complaints.

Swatzel provided an update on a solid waste nuisance complaint at 47095 Eagle Ridge Road in Racine. The property owner is Carolyn Kennedy. During the first week of September, Keller spoke with Kennedy. Trash remained piled in the front yard, which constitutes open dumping. Kennedy was reminded about today's hearing, but failed to appear to explain her reasons for non-compliance. Patterson made a motion to refer Kennedy to the Prosecutor of further legal action; Rock seconded the motion. Motion carried unanimously.

Two bids were received for two OEPA WPCLF applicants/projects: Charles Dill of 32577 Rose Hill Rd in Pomeroy and Denver Queen of 42612 School Lot Rd in Albany. Swatzel, who solicited bids from several registered installers, opened the sealed bids received from Duncan and Daniel Enterprises in the amount of \$14,187 and from Dais Septic Service in the amount of \$12,900. Rock made a motion to approve the lowest bid from Dais Septic Service; Gaul seconded the motion. Motion carried unanimously.

Swatzel noted that the MCHD applied for OEPA WPCLF funding in the amount of \$90,000 for FY 2019. The FY 2017 funding will end in Oct. 2018 and the MCHD received \$80,000 for FY 2018.

The MCHD contracted with the Athens City-County Health Dept. for adult mosquito control in the Villages of Racine and Rutland. One mosquito tested positive for West Nile Virus in Rutland and Racine has experienced a large population of the insect. Spraying occurred on Sept. 5th. OEPA mosquito grant funds were used to cover the expense. The MCHD will likely apply larvicide within these Villages as well.

Other New Business:

MCHD Community Health Workers (CHW) will be featured in a documentary airing on PBS stations in 2019.

Three bids were received for MCHD security camera replacement. Shannon Smith, the MCHD's Public Health Emergency Preparedness Coordinator, met with BEARCOM, James Alarm Service and Snouffer Fire & Safety to discuss needs. The following bids were received: BEARCOM = \$9,760.12; James Alarm Service = \$4,800 and Snouffer Fire & Safety = \$3,725.66. There was discussion about if the bids were for the same proposed service. After review, Gaul made a motion to approve the lowest bid from Snouffer Fire & Safety; Weber seconded the motion. All were in favor of the motion.

An estimate was received from Rick Walker for remodeling of the CHW space as well as the reception desk for security purposes. Walker, who was recommended by County Commissioner Tim Ihle, has done extensive work at the Courthouse and other County-owned properties. The estimate was in the amount of \$4,200. After discussion, Rock made a motion to accept the estimate as presented; Gaul seconded the motion. Motion carried unanimously. Any additional reasonable expenses incurred as a result of the remodel will be monitored and approved by Barr and Midkiff.

The MCHD will be advertising in Aim Media's Medical Directory, which will publish in Meigs, Gallia and Mason newspapers on Sept. 29th. The cost is \$685 for the full-page ad. This ad will help meet an objective in the MCHD's Strategic Plan. An article by Barr about public health might be included upon approval.

The MCHD received its second-half tax collection in the amount of \$128,251.25.

Old Business:

Midkiff reported that Simmons, Musser & Warner still has not provided the MCHD with a quote for increased commercial property insurance coverage upon reassessment. The current annual policy renewed Aug. 6th. Also, Midkiff spoke with ODH about fidelity bonding requirements since the last BOH Meeting. This is theft/criminal acts insurance coverage of which the MCHD currently has \$15,000 in coverage. Midkiff would like a quote from the aforementioned company for an additional \$50,000 in coverage.

The Yay Bikes! event, which Creating Healthy Communities (CHC) Project Director Ciara Martin spoke to the Membership about in Aug., that was scheduled for Sept. 15th was cancelled by the CHC Coalition because of a lack of registrations/interest. The MCHD CHC Project still has to pay Yay Bikes! for its consulting services.

A letter from the BOH to the Board of Meigs County Commissioners in response to identified facility concerns and unaddressed work orders has been signed by the Membership and will be sent to the Commissioners via email following the meeting.

Miscellaneous Business:

Upcoming Events/Closures include: Sept. 12: Annual MCHD WFD Day 8AM-3PM Pomeroy Library; Sept. 20: Get Healthy Meigs! Meeting 10:30AM MCDJFS; Oct. 8: Closed for Columbus Day.

Midkiff read a thank you note from The Friends of Rutland for its donation of 200 bottles of hand sanitizer for giveaway during its Aug. 20th Back-to-School Bash.

Adjournment:

The next BOH Meeting will take place on 10/9/18 at 5:00 PM in the conference room of the Meigs County Health Department.

With no further business to discuss, Mansfield made a motion to adjourn the convention at 7:07 PM.

