



Public Health
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MEIGS COUNTY HEALTH DEPARTMENT

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**Board of Health Meeting Minutes
December 10, 2019**

Board of Health (BOH) President Roger Gaul called the convention to order at 5:03 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; Vice President Edna Weber. Absent was BOH Member Pam Patterson.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 11/12/19 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 Nov. 2019 fiscal report as presented; payment of Nov. 2019 bills as presented via the expenditure spreadsheet; Then and Now Certificate: the Nov. 2019 daily deposit records as submitted to the County Auditor/Treasurer as presented; Nov. medical claim billing remuneration report. Nov. donations equaled \$30. Gaul made a motion to approve the fiscal reports/daily deposits; to pay expenditures as presented including a Then and Now Certificate and to approve the donations and medical claim billing remuneration; Rock seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively an agreement with the Washington Co. Health Dept. for Falls Prevention initiatives effective 10/1/19. Gaul made a motion to approve retroactively the agreement as emailed for BOH Member review; Mansfield seconded the motion. All were in favor of the motion.

Mansfield has agreed to be the facilitator of Walk with Ease programming in the County for no compensation except for mileage, if necessitated. This was to be part of former Creating Healthy Communities (CHC) Project Director Ciara Martin's duties before her resignation.

Mansfield will need re-certified in CPR soon. Certification is a requirement of the Walk with Ease program. Both she and Rock expressed interest in going through an upcoming training with Meigs County Health Dept. (MCHD) staffers. Midkiff said a training is scheduled and that she would ask Director of Nursing Leanne Cunningham to ascertain if Rock and Mansfield could be part of the upcoming training at the Mulberry Community Center in late Jan. 2020.

Environmental Health:

The Nov. 2019 Nuisance Status and Animal Bite Reports were emailed to the Membership for review prior to the meeting. There were 15 nuisances reviewed: four bed bug investigation; three pest investigations; two food service operation investigations; one hoarding investigation; two other investigations and three solid waste investigations. There were four animal bites investigated involving three dogs and one cat.

Swatzel discussed the proposed 2020 Environmental Health Fees. A public meeting was held on Dec. 3rd at 5PM in the MCHD conference room. Four people attended in addition to Swatzel of which two were college students who needed to attend a public meeting to fulfill a school requirement. Swatzel provided copies of neighboring local health department fees at the public meeting and for the BOH Members. With no further revisions needed, Gaul made a motion to approve the third and final reading of the proposed 2020 Environmental Health Fees; Rock seconded the motion. All were in favor of the motion.

Swatzel relayed that the MCHD will postpone advertising for and hiring of a Registered Sanitarian or Sanitarian in Training until after the Jan. 2020 Public Health Accreditation Board (PHAB) site visit. This will give Swatzel and Senior Management time to interview, hire and train a successful candidate. The Membership was in agreement.

Swatzel reported that the Village of Pomeroy recently was awarded \$3.7 million for expansion of its public sewer system along SR 833. Swatzel has communicated with Mayor Don Anderson that the MCHD should be consulted from the start of the project. The MCHD will not be inspecting every connection of residences to the new public sewer system. The MCHD will only become involved if residents fail to connect as is required by State law.

Other New Business:

The Ohio Department of Health (ODH) decreased the Fiscal Year 2019 Public Health Emergency Preparedness Grant by \$685. This happened because ODH received less funding from the Federal government.

Upon Midkiff's request, the Board of County Commissioners allotted \$1,200 in support of Get Healthy Meigs! (GHM!) (which is the Mobilizing for Action through Planning and Partnerships group responsible for community health assessment and community health improvement planning and implementation). Some of the funds will be used to compensate a local accountant to obtain an IRS 501C3 designation for GHM!. The Commissioners agreed to appropriate these funds. They did not have to fund the MCHD's obtainment of software when the MCHD decided not to offer Tuberculosis testing as part of its contract with the Commissioners.

The MCHD's Facebook (Fb) page was unpublished. Many attempts to remedy the issue were not responded to by Fb. After six weeks of not having a social media presence on Fb, the MCHD recently created another page. It was suggested by a community member that the MCHD offer a drawing to entice people to Like and Share the new page to build the MCHD's following. After discussion, the Membership concurred that general funds could be used to purchase a \$100 pre-paid VISA card to give away before Christmas. The winner will be randomly drawn from names of those who Like or Share the MCHD's new Fb page by 12/20/19.

The MCHD talked with John Stuart of Stuart Digital, which is a local company that provides website design/management and social media marketing and other marketing services. Website management has been an additional duty of the PHEP Coordinator since the MCHD published a website. The current MCHD Strategic Plan also states that marketing efforts will be enhanced. There is no current staff member with marketing experience or solely dedicated to marketing. Additional discussion about expectations for contract services will take place after the PHAB site visit in Jan. 202

Old Business:

Midkiff reminded attendees that the PHAB site visit is scheduled for Jan. 22-23, 2020. The MCHD received 25% of its documents reopened by its assigned site visit team on Nov. 15th. The usual response time is 30 days, but PHAB granted the MCHD an additional four days because of its delay in getting reopened documents to the MCHD in a timely manner. The accreditation team has been busy addressing site visitor requests and uploading the revised documents into the electronic system. The MCHD still has to finalize the site visit agenda, review 75% of the documents originally submitted and prepare stakeholders for interviews.

Midkiff reported that progress has been made by the County Maintenance Crew on building work orders submitted by the MCHD in preparation for its PHAB site visit. There is still a lot of things that need addressed. Rossiter Exterior Cleaning and Pressure Washing cleaned the side of the building containing the second-floor entrance on Nov. 29th.

It was noted that the CHC Project Director job posting was extended until Dec. 13th. The MCHD was in receipt of two applications. Senior Management deemed this an insufficient competitive applicant pool. The job recently was advertised via Aim Media (The Pomeroy Daily Sentinel newspaper and website).

Miscellaneous Business:

Upcoming Events/Closures include: Dec. 11: Staff Christmas Party (Closed 12-4PM); Dec. 16: Meigs County Trustee Association Meeting (6PM at MHS; RSVP required); Dec. 24: Closed; Dec. 25: Closed; Jan. 1: Closed.

Attendees viewed a presentation entitled *Role of LHD in Opioid Epidemic* from the 2018 OABH Resource DVD.

Adjournment:

The next BOH Meeting will take place on 1/14/20 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 6:11PM with a motion by Weber.

Marc Barr, MS
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 12/10/19 meeting minutes.)

