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**Galion City Board of Health**

**Health Commissioners Monthly Report for November 2022**

**Fiscal/Funding**

Jason attended two City Council meetings to help the budget get vetted and approved. The first was a special Finance meeting, and Board of Health member Dennis joined him for that. Questions were asked about the budget though Council needed more time to review the proposed budgets for all departments. The second meeting was a special meeting called ‘Committee of the Whole’. Olivia attended and helped answer questions from the Council. Jason drove over an hour to get to this meeting and back to Marysville where his training was held.

**Building**

There are two contractors who are planning to give Jason quotes on the building fixes he requested. One fix is for the metal part of the front door which lightly scraped the back of someone’s heel, and a contractor used a chisel and hammer to knock that back into place until a permanent fix happens. We also intend to replace the drywall from when someone tripped over a year ago and hit their head in the wall. Jessica also asked for a circular medical mirror to be installed in the corner by the wall and ceiling so she can see people as they come in. Another contractor had kept in contact with Jason and said that since we can wait, he would like to come give us a quote towards the end of the year when his busy season concludes.

**IT**

ES Consulting has continued to send invoices to Jason of the contested charges, and Jason has continued to forward those to legal counsel, as instructed. Our legal counsel planned to speak with ES Consulting since they are still sending those out in spite of the written information he sent them.

**Training/ Conferences**

HC attended the training entitled Leadership Essentials for Health Department Success (LEHDS, pronounced like ‘leads’). Here are some takeaways from LEDHS that may help us here:

-HR resource for those who are unable to afford staff but are interested in having helpful HR resources. All attendees were strongly encouraged to pay $200/year for a service called Society for Human Resources Management (SHRM). Jen Robinson from Franklin County Public Health spoke on that.

-I have good material on Quality Improvement measures and progressive discipline that I intend to refer to as we complete remaining requirements for accreditation.

-There is a law firm which several public health departments use to help resolve public health issues called Clemans, Nelson & Associates.

-One health dept has changed language and said they prefer to say ‘nursing team’ instead of the former ‘nursing division’.

-I learned of some best practices to help prevent office theft among employees.

-If we ever wanted to change our time tracking and payroll management, one common program that some health departments use is called Insight. For time tracking, we currently use HDIS, but other similar programs include Chronos and Neogov.

-There was great information about different funding sources for public health activities which included the pros and cons of the different funding sources (e.g., grants, levies, etc.).

**Education/ Outreach**

For child car seat safety classes, two classes were conducted, and four car seats were distributed. There was a final Come Home to Galion planning meeting. Jason came from another meeting and arrived after the meeting was officially over (since it finished earlier than usual), but they still reviewed information with him.

**Quality**

The strategic plan was initially thought to be more incomplete than originally anticipated, but as Jason reviewed the latest iteration of it, it appears our consultant finished it back in September 2020. Board of Health member Shellie also offered to help facilitate that. Jason believes that the years on that plan can be adjusted along with slight changes to the content, but much of it can remain the same. Instead of having it for 2021-2024, this can be used for a 2023-2026 plan. In other words, this project should be easier than originally anticipated because much of the legwork is already completed. The Strategic Plan, the Community Health Assessment addendum, and the Quality Improvement domains for PHAB will all inform and complement each other.

**Staff**

Jason learned that Dr. Crum is still interested in serving as Medical Director.

**Accreditation**

After the Board of Health meeting where Jason presented a draft of the utility bill survey (for the Community Health Assessment addendum), Jason made significant improvements to it and prepared it for printing. Andy provided great assistance with that and also helped Jason know more about the process of how printing it works.

Jason continues to meet with accreditation specialist Lisa every two weeks. Lisa was really impressed with the utility bill survey project and the progress made on that. She has received a few documents from staff and has worked to get different domains prepared for submission.

Jason also spent two hours with accreditation assistant Sara to review our remaining accreditation requirements. Sara had done a deep dive and printed off all the documents involved. She said that most everything that needs to be fixed is relatively superficial.