

## **Galion City Board of Health Health Commissioner's Monthly Report for August 2023**

### **Fiscal/Funding**

An audit was finalized this month. Our Auditor's Office helped us complete that, and we were able to submit all requested documents. We also reached a position where we ran out of cash and spent more than we had available. We will keep a closer eye on the cash report in our finance system to avoid this in the future. When we receive additional grant payments, we will be able to reimburse the city.

### **Administrative**

Shortly after the new tires were placed on the city car to replace the defective tires, the front passenger tire became flat. The Health Commissioner used his compressor to inflate it and returned the car to the dealership for them to review it. They said there was something in the tire in a position that they wouldn't be able to access, but they gave a recommendation of a place where we can get the tire patched up. If that doesn't work, then we can take the tire back to the dealership and they will continue working with us to help make it right.

### **IT**

We had faulty hardware which resulted in our internet being down for more than two days. There was uncertainty about whether our RAM or our motherboard (or something else) was causing our issues. The first attempt to resolve our issues was to first replace our RAM. This worked for a while, but a few weeks later, our internet went down again, so it appears the issue wasn't completely resolved the first time. Our IT company wondered if the new RAM was faulty, or if there is an additional issue which hasn't been addressed yet. During the times when the internet was down, the front desk computer was still connected to the internet because it is wired into our phone network, unlike our other computers.

### **Emergency Preparedness**

Jason was invited to Crawford County Public Health (CCPH) on August 1st to participate in an exercise called a Continuity of Operations Plan (COOP). The COOP outlines how CCPH would continue operations if something unusual happened and if their staff were unable to access their building for usual operations. Our health department also recently completed reviewing our COOP.

### **Education/ Outreach**

Five child car seats were distributed during four classes. We were out of car seats for a while, and then we received a new shipment of them towards the end of the month. We also received three seats from the Wyandot County Health Department to tide us over until the new shipment arrived.

Jason and Lynn participated in the annual WIC baby shower and spread the word of our many health department services. There was a good showing and interest among many participants.

### **Staff**

The Health Commissioner felt it was necessary to let go a Medical Assistant who works at the front desk while she was in her probationary period.

### **Accreditation**

We are very pleased to learn that our health department has received national accreditation from PHAB. Many people have reached out to congratulate us.

Respectfully submitted,

Jason McBride  
Health Commissioner