

Galion City Board of Health
Galion City Health Department, 113 Harding Way East, Galion
Tuesday, April 10, 2018 5:00 pm
Regular Meeting



Present: Ms. Kate Strickler, President ProTem; Ms. Wendy Kerr, Vice President; Ms. Andrea Wildenthaler, Board Member; Ms. Trish Factor, Health Commissioner; Ms. Emily Miller, Director of Nursing; Ms. Andrea Barnes, Director of Environmental Health

Guests: N/A

1. Call to Order

Ms. Factor called the meeting to order at 5:10 pm.

2. Approval of Agenda

Motion to approve the Agenda by: Ms. Strickler Second by: Ms. Wildenthaler Abstentions: N/A

A Voice Vote was taken.

Motion carried.

3. Approval of Minutes

Motion to approve the March 13, 2018 Meeting Minutes as presented by: Ms. Kerr Second by: Ms. Strickler
Abstentions: Ms. Wildenthaler

A Voice Vote was taken.

Motion carried.

4. Approval of Finance Reports/ Warrants

Motion to approve the February 2018 Finance Reports as presented by: Ms. Kerr Second by: Ms. Strickler
Abstentions: N/A

A Roll Call Vote was taken.

Kerr-Y Strickler-Y Wildenthaler-Y

Motion carried.

Motion to approve the March 2018 Finance Reports as presented by: Ms. Strickler Second by: Ms. Kerr Abstentions: N/A

A Roll Call Vote was taken.

Kerr-Y Strickler-Y Wildenthaler-Y

Motion carried.

Brief discussion regarding optional charts and graphs that could be presented in the Finance Reports. Members present liked the additional charts and graphs and would like them to be incorporated in future Reports. In instances where actual figures are not where the projections are, they would like a brief description.

5. Public Comment

N/A

6. Reports

6.1 Health Commissioner Report- Ms. Factor reported

Ms. Factor shared that the Local Health Department Performance Standards, Quality Indicators, and Annual Financial Report were all submitted to ODH, as required.

In addition, the Strategic Plan and Performance Management/ Quality Improvement Reviews were postponed this month due to more urgent matters.

Accreditation

Application has been submitted to PHAB and accepted. Accreditation Coordinator Training will be attended August 7-8, 2018.

Community Health Assessment

Funding has been secured for the CHA as well as the CHIP. A vendor was selected, and a contract entered into through Avita Hospital System (as the fiscal agent for the Crawford County health partners). The next Crawford County Health Partners meeting is scheduled for Thursday, April 19th from 9am-11am at Galion Community Hospital (Avita) Lobby Conference Room

Fiscal/Funding

Our contract to provide services to Crawford County (approved by GCHD BOH March 2018), was tabled by the CPH BOH due to potential contract with Galion City Council.

Ms. Factor is working with the Law Director and Portsmouth HD to clear up contract and addendum.

Continued work to determine funding levels and potential GCHD scenarios; City Council and CPH potential contract situation has yet to be determined.

Administrative Policies/ Procedures

Continued work on administrative policies and procedures is being done. Review of policies and procedures being conducted according to their designated review/ revision schedules.

IT

Working through issues as they arise with ES.

Staff

Jessica Bopp will be on maternity.

Training/ Conferences

TAFOR- Team Approach to Foodborne Outbreak Response (conducted by the National Center for Biomedical Research and Training (NCBRT)) was attended by the Health Commissioner, Director of Environmental Health, Nursing Director, and Disease Intervention Specialist 3/28-29/18

HCU- Health Commissioner University took place 4/5/18. This one-day session focused on Legal Obligations; many OAG opinions and past legal interpretations were discussed.

LEHDS- Leadership Essentials for Health Districts will take place 4/24-25/18. The Health Commissioner and Environmental Director will attend this.

2018 Child Passenger Safety Conference-A scholarship (reimbursable) was received for the health Commissioner/ CPS Technician to attend. Emily Miller will be trained as a Car Seat Technician in April.

CU Lead- October 2017-June 2018

Communicable Disease
March

Disease Type	Disease	Total Investigations	GCHD Investigations Confirmed	GCHD Investigations Not a Case	GCHD Investigations Ongoing
STI	Chlamydia	7	5	2	0
VPI	Flu (hospitalized)	2	1	1	0
STI	Gonorrhea	4	4	0	0
BP	Hepatitis C - Chronic	10	7	3	0

March Confirmed Communicable Disease by Type

Sexually Transmitted Infections	9
Vaccine Preventable Illness	1
Bloodborne Pathogens	7
Enteric Illnesses	0
Other Illnesses	0
Vectorborne Illnesses	0
Total	17

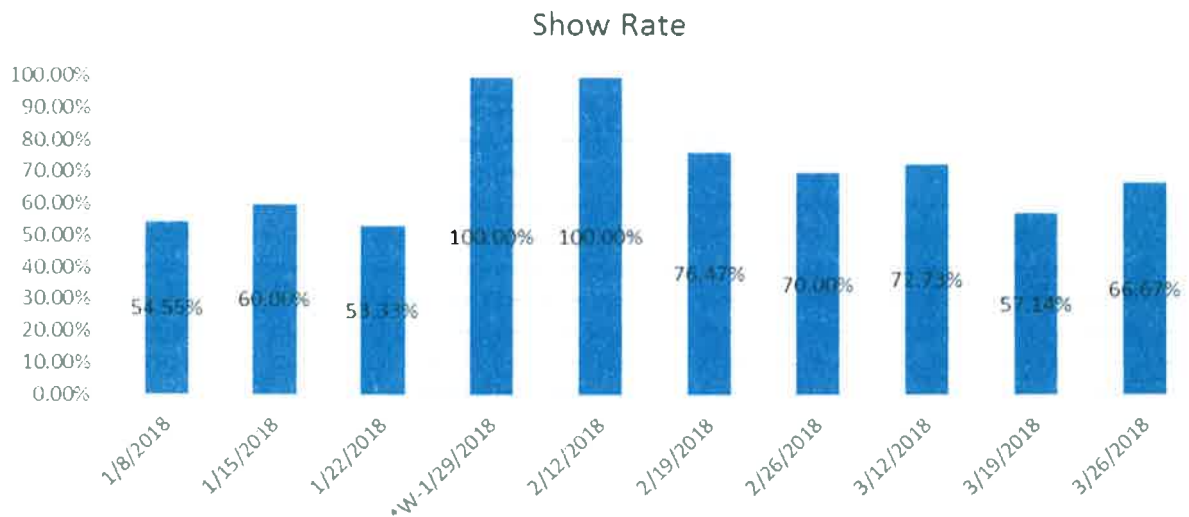
6.2 Nursing Division Report- Ms. Miller reported

Staff Update

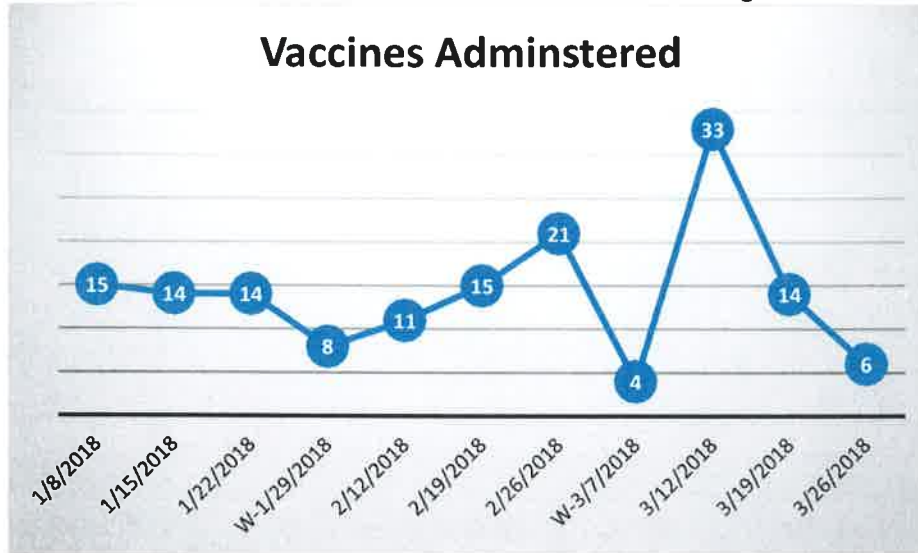
- Emily Miller RN, Director of Nursing, attended the Ohio Public Health Association (OPHA) meeting on March 16th.

Immunizations

- Three immunization clinics were held during the month of March
- A total of 28 clients were scheduled with a total of ten no shows. See graph below for the Clinic Attendance Rate for January-March.



- A total of 57 immunizations/TB tests were administered during the month of March



*W – non-clinic day walk in

- Standing Orders for the Immunization Clinic were updated per the IAC updates and signed by Dr. Metzger on March 23rd.

Ms. Factor requested an opinion from the Board members regarding clients making appointments, or coming in for vaccinations, that have a current balance on their accounts. The Board members presents all agreed that balances should be paid, or they should be placed on a payment plan (with some money down) to receive additional vaccines. Discussions included the differences between private insurance coverage and those eligible for VFC, and why an insurer may not cover the full bill (i.e. deductibles, copays, ineligible, etc). Ms. Miller will draft a policy to address this and bring it before the Board.

CMH

- No payments were received during the month of March.
- A total of \$2140 in revenue has been received for 2018.
- December 2017 billing for \$440 has yet to be received.
- No home or office visits were conducted during the month of March.
- Billing was completed on April 3rd for a total of \$940.

Foster Screenings

- Three foster screenings were conducted during the month of March.

Lice Checks

- No lice checks were completed during the month of March.

School Nursing

- Galion City Schools
 - DASL (online student records) training was completed on March 26th for Amy Jerger, Lynn Corwin and Jessica Bopp. This program allows for student information to be accessed from any location. Information input into this program includes student health information such as immunization records, hearing and vision screenings.
 - Kindergarten screenings were scheduled for April 18th from 9-4 and 19th from 12-8. Lynn Corwin will be reviewing immunization records, Amy and Emily will be performing hearing and vision screenings. Trish Factor to be performing hearing/vision screenings from 4-8 on April 19th.
 - Lynn Corwin, Amy Jerger and Theresa Swinehart to be attending the ODH Regional School Nurse Conference on April 20th in Wooster.

- Galion Saint Joseph School
 - No updates

SIDS (Sudden Infant Death Syndrome)

- No referrals

Outreach

- Social Media Posts (3/2/18, 3/5/18, 3/23/18)

Students

- An Ashland University Student Began her Community Rotation with Lynn Corwin RN on March 28th.

Grants

- Emily Miller submitted a Notice of Intent to Apply for the Get Vaccinated Ohio Grant through the Ohio Department of Health. This is a sub-grant that funds the immunization program with the goal of increasing childhood immunization rates to 90%. It was determined that Galion City Health Department and the Crawford County Health Department join as the sub-grant is award by county. Crawford County is to take on as the lead in this grant. Applications were to be submitted on April 2nd.

6.3 Environmental Division Report- Ms. Barnes reported

Accreditation

I will be attending the Accreditation Learning Community work session on Friday, April 6, 2018 in Reynoldsburg with Emily. This session should be a great session because they are reviewing sample documentation with a focus on Domains 1, 3, and 7. I also participated in a webinar with the ALC Focus Group in March where we did a peer review of an article titled: Barriers and Incentives to Rural Health Department Accreditation. The goal of this is to publish a follow-up report and provide our own article, but Ohio-based, on barriers and incentives to public health accreditation. This will address the needed documentation for Standard 10.2.

Food Safety

All late license fees have now been paid; I received feedback from a couple of the operators that were not pleased with paying the late fees. I did an email reminder to those who had not paid by the last full week in February; however, I did later find that I missed one of the late operators in the email remind. I will have to do some trouble-shooting for next licensing period, but I do think the email reminder is the best way to go. Unfortunately, the O.R.C. requires the late fee so it is not acceptable to waive the late fee. On a positive note, there were several facilities eligible for the Clean Plate Awards; however, I only received 5 applications back.

Ms. Factor stated that the Clean Plate Awards were awarded to all eligible facilities, regardless of application submission. This was a discussion that was held during last years award determinations. With an even smaller number of applications this year, it was determined that all eligible facilities would be awarded.

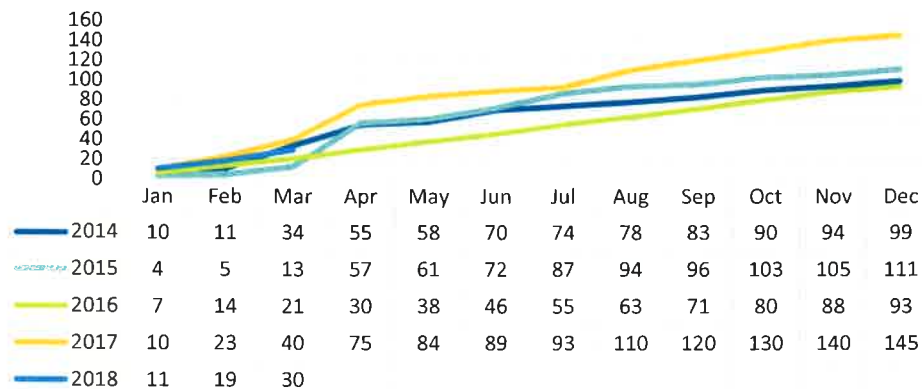
General Environmental Health

I have been working with the intern, Nadia on the mosquito control grant, that if we receive it, will provide mosquito control activities (including nearly \$10,000 toward the city's effort for cleanup days and chemical for spraying) through the end of 2019.

Public Health Nuisances

The public health nuisance program is steadily busy with garbage complaints primarily. One was a general EH complaint about odors, and one was an unjustified Food Service Operation complaint.

Public Health Nuisances, Cumulative Total



Manufactured Home Parks

On March 31, 2018, GCHD received a fully executed contract copy with the Ohio Department of Commerce, Division of Industrial Compliance to inspect the Manufactured Home Parks in our jurisdiction; however, there were 2 other parks in close vicinity, but not in Galion's City limits on the list for me to inspect. I have sent an email stating that we would complete those inspections but wanted to double-check to eliminate duplication and ensure that we would be reimbursed for those inspections.

Smokefree Workplace

No new complaints; issued a Fine 1 letter to Z's Grog and received the certified mail receipt from the owner.

Healthy Homes

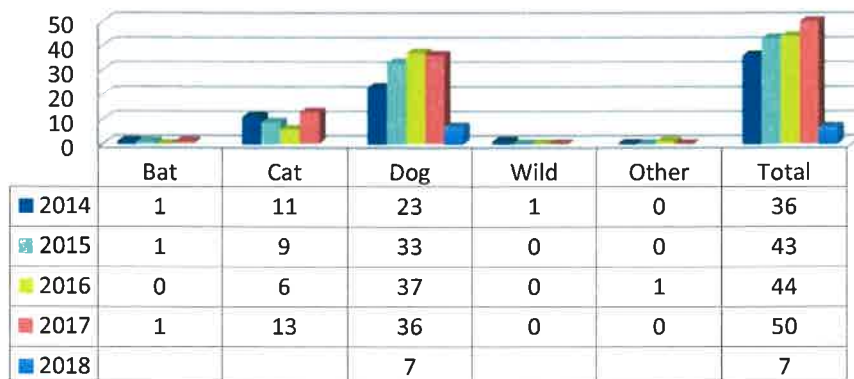
April is Lead and Healthy Homes Awareness Month in Ohio. June is National Healthy Homes Month. I am planning activities to promote healthy homes awareness to area residents through the grant. I have asked our local True Value to prepare a quote for CO detectors and clean up kits to purchase for some eligible families in the area.

Ms. Strickler stated that the clean up kits and CO detector giveaways would be something that could be shared with social media and really get the word out. Ms. Barnes agreed and said that would be part of the outreach plan.

Rabies Prevention

GCHD has had 7 animal bite reports so far this year and they are all dogs.

Animal Bites/Exposures Reported



6.4 Public Health Accreditation

The PHAB Workplan that ODH requires to be completed in April and October of each year was completed and submitted on 4/4/18. The workplan was attached for BOH members to view, there were no questions. Ms. Factor added that since application has been made to and accepted by PHAB, that the department would no longer be required to submit this workplan.

6.5 2017 Annual Report

Motion to approve the 2017 Annual Report as presented by: Ms. Kerr Second by: Ms. Strickler Abstentions: N/A

A Roll Call Vote was taken.

Kerr-Y Strickler-Y Wildenthaler-Y

Motion carried.

A typo and one correction were pointed out, Ms. Factor said she would make the amendments and resend to BOH members.

7. Old Business

N/A

8. New Business

8.1 Resolutions

Resolution #1974-057

Motion to repeal Resolution #1974-057 entitled a Resolution Adopting and Enacting a Galion City Sanitary Code; and Declaring an Emergency as presented by: Ms. Kerr Second by: Ms. Wildenthaler Abstentions: N/A

A Roll Call Vote was taken.

Kerr-Y Strickler-Y Wildenthaler-Y

Motion carried.

Discussion regarding Resolution #1974-057 related to the outdated standards within the resolution language. Throughout the resolution, ORC and OAC were written out; however, many of those sections of code have been revised since the adoption of the resolution. Due to the amount of changes, and the knowledge that we enforce the ORC and OAC as they are currently in law; it was determined that this Resolution should be repealed. If it is found that the GCHD needs to adopt specific Sanitary regulations, those will be done as new resolutions.

8.2 Personnel Policy and Procedure Manual

A brief discussion regarding a possible change to Section 5.03 occurred. This was in relation to vacation accumulation rates as they relate to prior service credits. A legal opinion has been requested and any potential changes will be further discussed after an opinion from the Law Director is received.

8.3 Health Department Future Discussion

Brief discussions regarding past and future meetings with Galion City Council. The need for insurance rate quotes was discussed.

9. Executive Session

Motion to enter into Executive Session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, or compensation of a public employee or official as presented by: Ms. Wildenthaler Second by: Ms. Strickler Abstentions: N/A

A Roll Call Vote was taken.

Kerr-Y Strickler-Y Wildenthaler-Y

Motion carried.

Time Entered: 6:25 pm

Motion to return from Executive Session as presented by: Ms. Strickler Second by: Ms. Wildenthaler
Abstentions: N/A

A Roll Call Vote was taken.

Kerr-Y Strickler-Y Wildenthaler-Y

Motion carried.

Time Entered: 6:52 pm

No actions taken following Executive Session.

10. Next Scheduled Board of Health Meeting

The next Board of Health meeting is set to take place on May 8, 2018 at 5:00pm at the Galion City Health Department.

A list of 2018 BOH dates was provided

11. Adjournment

Motion to adjourn was made at 6:52 pm by: Ms. Wildenthaler Second by: Ms. Strickler Abstentions: N/A

A Voice Vote was taken.

Motion carried.


Respectfully Submitted,



Trish Factor, Health Commissioner



Board of Health Approval Signature



Board of Health Approving Name and Title