



Public Health
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Fairfield Department of Health

BOARD OF HEALTH RECORD OF PROCEEDINGS

Fairfield Department of Health
Minutes of the Board of Health
April 14, 2021 at 3:00 P.M.

Meeting Location: OSU Extension Office

Call to Order: President Tina Childers called the Board of Health meeting to order at 3:00 p.m.

Board Members Present

Tina Childers

Dr. Steven Kapetansky (In at 3:05)

Brian Oliver

Dr. Teresa Wood

David Petty

A quorum was established. The meeting began with the Pledge of Allegiance.

Board Members Absent

Staff Present

Kevin Barlow, Acting Administrator/Environmental Director & Food Sanitarian; Sheri Ledgett, Clerk Specialist; Kelly Donley, Fiscal Assistant; Stephanie Fyffe, Nursing Director; Tiffany Nash, PHEP Coordinator; Amy Gabriel, Accreditation Coordinator; Dr. Aebi, FDH Health Commissioner/Medical Director.

Others Present

Jon Kochis, EMA Director

Joe Ebel, Appointing New Health Commissioner (as of April 19, 2021)

Board of Health President, Tina Childers announced that the Board of Health meetings are now being recorded.

Approval of Minutes

Dr. Teresa Wood made a motion to approve the March 10, 2021, March 25, 2021, March 30, 2021 board minutes. David Petty seconded the motion. The motion passed by 4" Ayes, 0" Nays, 0" Abstained. (Dr. Steven Kapetansky Absent) Arrived to meeting at 3:05.

Financial Division

The written report was submitted and filed appropriately in health department files. Ms. Donley went over the highlights of the summary report. Ms. Donley stated we are **25%** of the way through 2021, and we have collected **27%** of our revenue, while spending **18%** of our budget.

Ms. Donley discussed Resolution 2020-13 and 2021-17 that were presented to the board.

Resolution 2021 -13: \$920.15 Memo Expense for OPERS payment for former employee now working at the Fairfield Community Health Center

Resolution 2021-17: \$1,000.00 Cash Advance to the CAMPS Fund (7005)

- Expenses not budgeted or unexpected (over \$1,000)
 - None for March
- Invoices paid during the month over \$3K, budgeted and/ or reimbursed, but not mentioned above:
 - Daily Services - Contact Tracer Supervisors and Fiscal Backup- \$13,866.99
 - Dell Marketing - Scheduled Laptop Replacement -\$4,134.54
 - Madison Gardner - Contact Tracer/ Scheduler - \$3,118.50
 - Cathleen Jude - Contact Tracer - \$3,667.50
 - Hannah Rader - Contact Tracer/ Scheduler - \$3,465.00
 - Geetha Somarouthu -Contact Tracer - \$3,520.50
 - Treasurer, State of Ohio - C&DD State Fees \$5,987.75
 - Treasurer, State of Ohio - FSO State Fees \$6,288.00 and Sewage State Fees \$1,110.00
- COVID -19 Grant as of 3/31/21
 - Revenue - \$394,952.66
 - Expenses -\$398,089.48
 - Additional award of \$40,000.00 added to CO grant as of 4/1/2021.
- Contact Tracing Grant as of 3/31/21
 - Revenue -\$415,740.64
 - Expenses - \$450,012.32
- Enhanced Operations Grant as of 3/31/21
 - Revenue - \$0.00
 - Expenses - \$17,566.12
- Health/Dental Insurance Update – as of February 28, 2021

JHP - Health Insurance Ending Balance (deficit)/surplus	\$115,152.53
SCOIC – Health, Dental, Life Insurance Ending Balance (deficit)/surplus	\$81,508.40

- Cash balance as of March 31, 2021.
 - All programs - \$2,831,816.65
 - District Health (not including District Health Subfunds) - \$1,734,734.78

Ms. Donley went over additional highlights on the summary report with the board. Ms. Donley also discussed Covid related revenue and expenses that were listed on the report. The Contact Tracing Grant and the Enhanced Operations Grant were discussed in regard to how the two grants will work together. Discussion ensued. Jefferson Health Plan (JHP) and South Central Ohio Insurance Consortium (SCOIC) were both at a surplus. JHP surplus will be moving over to the SCOIC this month. Mr. Petty explained to Mr. Ebel that the department should stay at a minimum of \$800,000 carry-over each year to stay at a good financial status for the following year. Ms. Donley asked the board for approval of the two resolutions.

David Petty moved to approve Resolutions 2021-13. Dr. Steven Kapetansky seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained.

Dr. Steven Kapetansky moved to approve Resolutions 2021-17. Brian Oliver seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained.

David Petty explained the OPERS payment for the past FDH employee who transferred to the Community Health Center (CHC) back when the CHC used to be a part of the health department. Mr. Petty also asked how many Contact Tracers we still have employed. Stephanie Fyffe explained the process of ODH taking over the contact tracing and she will follow up with the board on how that transaction takes place. No training or financial burden will continue with the contact tracing for the health department. Discussion ensued.

Tina Childers will be attending the County Budget Meeting. If Tina is not available another board member will attend.

Approval for Financial Report. No out-of-county travel.

David Petty moved to approve financial report and no out-of-county travel. Dr. Steven Kapetansky seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained".

Environmental Division

Kevin Barlow, Acting Environmental Director gave his report to the board. Mr. Barlow announced that Devin Delgado has returned from maternity leave and is working on the sewage program with Jennifer Valentine and Katie Wasky. They have been working vigorously with a 3-week turnaround and is hopeful that the three sanitarians will decrease that turnaround. Mr. Barlow explained to the board he has interviewed five candidates for the sewage, pools, rabies, and tattoo programs. He has narrowed it down to two individuals to have a second interview with Mr. Ebel.

The 2021 Mosquito grant was approved for the health department for this year. Claire Donley has been the part-time technician that we have used in the past. She has expressed interest in the mosquito program for this year. She will share her information with the new Health Commissioner and once the funds and authorization from the health commissioner is in place, she could continue the program for the health department.

Mr. Barlow discussed the Amanda roller rink in Amanda Ohio. This roller rink was reported to the Environmental Division about selling food with no license. The health department is working with the owner and gave information to continue offering food at his business. The owner is interested in moving forward to sell food and remain compliant with the law.

Environmental Fees

Mr. Barlow attended the Retail Food Safety Budget Council Meeting recently and discussed the difference in support cost verses direct cost that influences the fees. Mr. Barlow explained other health districts were not getting enough support cost within their food program, so the state allows for a certain percentage support for clerical & administration staff other than your primary food program employees that go directly into the food cost analysis. Mr. Ebel explained that the Direct cost is the work that the sanitarian only puts in for the food program. The support cost is being looked at because the clerical support was not included in the Direct cost. Discussion ensued.

Nursing Division

COVID-19

Stephanie Fyffe, Nursing Director gave her report starting with the Contact Tracers moving over to Ohio Department of Health's program. She noted that the health department vaccine clinics are operating out of three store fronts. The clinics are operating with about 600 appointments a day. There has been an increase in no-show and canceled appointments. Mrs. Fyffe thinks it is mainly due to getting the vaccine at other places. She noted that vaccine is rolling out to age 16 and older. Hours of operation for the vaccine clinics are currently Monday thru Friday from 10am to 4pm. Nurses are still being offered by ODH to volunteer for vaccinating at the clinics and many volunteers are still needed to run the clinics which continues to be a challenge. Vaccine Management System (VMS) continues to be challenging with tracking appointments. To help with transporting vaccine, some vaccine has been moved to the mall with one of the pharmaceutical fridges from the department along with a freezer. The Sensafone system was moved and hooked up to alert FDH staff if there is a temperature issue. The Pickerington vaccine clinic is still operating every other Saturday, fully staffed, and running efficiently. Moderna is the only vaccine used at the Pickerington site. The health department received more Pfizer vaccine this past week with more expected. The health department has no Johnson & Johnson in inventory right now. Mrs. Fyffe is working with the school districts to help distribute the vaccine to the students. The Community Health Center is working with Mrs. Fyffe on mobile clinics for county employees and they would be willing to hold community mobile clinics as well. Governor DeWine did put out a statement that businesses should reach out to their local health departments to set up site vaccine clinics. There have been several who have called the health department for this service. It was noted that volunteers are starting to decrease. Some due to warmer weather or the tireless hours the volunteers have been putting in. Volunteers are still being needed to keep the vaccine clinics operating efficiently.

The Fairfield Department of Health's immunization clinic has not been in operation since the start of COVID last year. Mrs. Fyffe would like to pull back her nurse who runs this program to hold the health departments immunization clinic. Back to School immunizations are coming up and the schools are giving until October for children to get their shots. Children's Nationwide Hospital are doing mobile clinics in communities to help with school immunizations too.

WIC case load for the month of March increased. The WIC department has not fully opened to the public yet but, a target date to open is currently being worked on.

Jon Kochis, Emergency Management Director gave insight on Physician offices having COVID vaccine on site. This Pilot Program will be for Direct Care & Family Physicians to have the vaccine available in their clinics. Dr. Mark Aebi, FDH Medical Director mentioned the supply chain. There are still people trying to get the vaccine. Inventory is still an issue to trying to have the vaccine on hand. Dr. Aebi stated that the young population is driving the virus currently. He described various reasons why people are not wanting the vaccine and hospitalizations. Advertising the vaccine was mentioned.

Administrative Division

Mr. Barlow asked if Tiffany Nash, Stephanie Fyffe, or Jon Kochis had anything they wanted to share. Advertising the vaccine was mentioned. Mr. Kochis mentioned that billboards, newsletters, social media have been used. Discussion ensued. Jon Kochis updated logistics to the board members that EMA has approximately spent \$80,000 on the equipment to run operation of clinics and expenses for support staff since the beginning of COVID. He anticipates more money will be needed in the future to keep the clinics running efficiently. Scheduling issues and transition between the old scheduling system to VMS were discussed. Discussion ensued. Mr. Kochis stated that volunteers are needed for several positions. Tina Childers mentioned that Mrs. Fyffe may want to reach out to Olivedale for volunteers considering most have received their vaccine shots.

Mr. Barlow mentioned the 2021 Medical Reserve Core Operational Readiness grant for the MRC sponsored by the National Association of City and County Health Officials. Tiffany Nash applied for the \$5,000 award for the MRC and submitted her proposal to the board. Mr. Barlow asked for board approval.

Dr. Teresa Wood made a motion to approval submitting a proposal for \$5,000 award for funding. Dr. Steven Kapetansky seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained".

Mr. Ebel addressed the board. He went over some information that was shared on a conference call held by the Ohio Public Health Association which talked about the Enhance Operations 21 grant that spoke about the contact tracers and other legislations. The Association of Ohio Health Commissioners which also covered information on EO21. Mr. Ebel explained some concerns from other health departments not in favor of turning over their contact tracers to ODH. Some health departments were starting appeals to try to keep the contact tracers within their own health department. Appeals need to be turned in by next Thursday due to a fast turnaround with the State starting their own program. State Auditors recommended that the Contact Tracing should be more coordinated, so the State came out with this plan. Mr. Ebel will move forward with the health department when more information is available. He stated he has multiple meetings scheduled ahead to meet with Dr. Aebi and Fairfield County Commissioner Jeff Fix.

Mr. Ebel had previously worked with Department of Aging, Regional Rapid Response Assistance Program where a National Guard team comes in and does on site vaccinations for the senior housing complexes. He stated that he received a call from the Regional Coordinator for the Central Ohio Region asking him when he took office at FDH if they could partner with the health department to go and visit four senior housing complexes they must vaccinate. The only role the health department would take on by partnering up would be to receive and transport the vaccine to and from the locations. Discussion ensued.

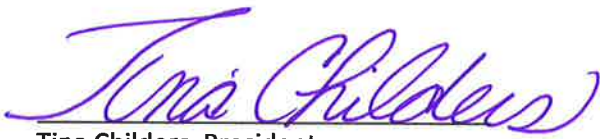
Mr. Ebel worked with Amy Gabriel to complete the application for the Equity Grant for the Accreditation Dashboard.

Mr. Petty thanked Dr. Aebi for being the part-time Health Commissioner. Mr. Ebel will follow up with new updated contracts for the Health Commissioner and Medical Director positions for the Fairfield Department of Health.

Meeting Adjourned.

Adjournment

The meeting adjourned at 4:35 p.m. on motion by Dr. Steven Kapetansky. Dave Petty seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained".



Tina Childers, President

Fairfield Department of Health



R. Joseph (Joe) Ebel RS, MS, MBA
Health Commissioner

Fairfield Department of Health