



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
May 12, 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
Brian Oliver
Dr. Teresa Wood

Board Members Absent

David Petty

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

Staff Present

Joe Ebel, Health Commissioner; Kevin Barlow, Acting Administrator/Environmental Director & Food Sanitarian; Sheri Ledgett, Clerk Specialist; Jamie Ehorn, Fiscal; Amy Gabriel, Accreditation Coordinator; Jen Valentine, Sanitarian

Others Present

N/A

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 April 14, 2021 board minutes. Dr. Steven Kapetansky seconded the motion. The motion passed by 4" Ayes, 0" Nays, 0" Abstained.

Financial Division

The written report was submitted and filed appropriately in health department files. Mrs. Ehorn went over the highlights of the summary report. The health department is **33%** of the way through 2021, and we have collected 37% of our revenue, while spending 24% of our budget.

Mrs. Ehorn discussed Resolution 2020-18, 2021-19, 2021-22 and 2021-23 that were presented to the board.

Resolution 2021-18 \$613.84 Memo Expense for OPERS payment for former employee now working at the Fairfield Community Health Center

Resolution 2021-19: \$24,220.00 Amend Certificate, Appropriate Unappropriated Monies and Update the Receipt Line for the Mosquito Grant (71700321)

Resolution 2021-22- \$604.75 Memo Expense for OPERS payment for former employee now working at the Fairfield Community Health Center

Resolution 2021-23- \$101,627.00 Setup account for Vaccine Equity Grant

- Expenses not budgeted or unexpected (over \$1,000)
 - o None for April
- Invoices paid during the month over \$3K, budgeted and/ or reimbursed, but not mentioned above:
 - o Daily Services - Contact Tracer Supervisors- \$11,283.01
 - o Cody Eccard- WPCLF Project - \$17,498.50
 - o SCIOC- Medical, Dental, Life Premium- 2 months \$82,541.27
 - o Treasurer, State of Ohio – VS State Fees and C&DD State Fees \$33,736.24
 - o Treasurer, State of Ohio – FSO, Sewage and Water State Fees \$10,177.00
- COVID -19 Grant as of 4/30/21
 - o Revenue - \$484,221.40
 - o Expenses -\$445,910.04
- Contact Tracing Grant as of 4/30/21
 - o Revenue - \$446,771.35
 - o Expenses - \$453,488.38
- Enhanced Operations Grant as of 4/30/21
 - o Revenue - \$12,755.62
 - o Expenses - \$44,197.71
- Health/Dental Insurance Update – as of February 28, 2021

JHP - Health Insurance Ending Balance (deficit)/surplus	\$115,193.95
SCOIC – Health, Dental, Life Insurance Ending Balance (deficit)/surplus	(\$144,842.24)

- Cash balance as of April 30, 2021.
 - All programs - \$2,963,934.38
 - District Health (not including District Health Subfunds) - \$1,862,688.47

Mrs. Ehorn went over additional highlights on the summary report with the board. Dr. Teresa Wood questioned the two resolutions for the Community Health Center Employee, referring to the OPERS Expenses on why there was two listed on the Financial Report. Mrs. Ehorn stated it was two different months. Dr. Steven Kapetansky asked Mrs. Ehorn if the health department was fiscally on tract so far this year. Mrs. Ehorn stated currently we are 1.8 million compared to last year at 1.2 million. She felt we were in better shape so far this year. Mrs. Ehorn asked the board for approval of the four resolutions.

Dr. Teresa Wood moved to approve Resolutions 2021-18, 2021-19, 2021-22 and 2021-23. Dr. Steven Kapetansky seconded the motion. Motion passed by 4" Ayes, 0" Nays and 0" Abstained.

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

Dr. Teresa Wood moved to approve financial report. Brian Oliver seconded the motion. Motion passed by 4" Ayes, 0" Nays and 0" Abstained".

Environmental Division

Kevin Barlow, Acting Environmental Director presented his report to the board. Brian Oliver asked about the provision on the food license fees regarding the extension. Mr. Barlow stated that last year pools and camps both received an extension but this year only the Food program received an extension. He explained the fees in detail. Discussion ensued.

Resolution 2021-20

In December of 2019, the health department received a complaint regarding the property at 6185 Mamie Drive, Pickerington. Mrs. Valentine explained there is currently no motor in the aeration tank, the well cap was unsecured, and there is a large amount of trash and debris throughout the property. In March 2020, the Board voted to send Mr. Juris, property owner, to prosecution. He was found guilty and fined, but none of the issues have been corrected. Violet Township attempted to remove Mr. Juris from his residence and condemn his property but have been unable to do so.

Orders were again sent to Mr. Juris in February to correct all issues on the property, but he has not done so. This resolution will send him to prosecution once more. Discussion ensued.

Dr. Teresa Wood moved to approve Resolutions 2021-20. Brian Oliver seconded the motion. Motion passed by 4" Ayes, 0" Nays and 0" Abstained.

Resolution 2021-21

The purpose of 2021-21 is to request a variance from regulation OAC 3701-29-06 (G)(3)(a) which describes the required distance between a sewage treatment system and the property line.

This system will be a replacement system. Due to the small lot size, the only location available for the replacement area will place the leaching only 5 feet from the property line, instead of the required 10 feet.

Brian Oliver moved to approve Resolution 2021-21. Dr. Teresa Wood seconded the motion. Motion passed by 4" Ayes, 0" Nays and 0" Abstained.

Mr. Barlow updated the board on the 5395 Tschopp's Rd situation. On May 21st there will be a show of cause hearing for the property. Jen Valentine will check with Fairfield County Municipal Court on the outcome.

Nursing Division

COVID-19

Mr. Ebel gave an update for Nursing. There will be an event this Saturday called "I love my Community" in downtown Lancaster from 10am to 1pm. The health department will be there to distribute the J & J vaccine. Ohio Department of Health (ODH) will deliver 500 doses to FDH to use at this event and vaccine that was returned other businesses that was not able to use it. Mr. Ebel explained the confusion on scheduling and being able to vaccinate the 12 through 15-year-old population. Center for Disease Control (CDC) released information to early and the scheduling software would not schedule until the Emergency Authorization was in place.

The Fairfield Department of Health has received requests from three businesses in the county that would like to do an onsite COVID-19 vaccine clinic. The following have requested these clinics: Crown Cork & Seal, Mid-West Fabricating, St. Peters Lutheran Church. A request was received for a vaccination clinic for all Fairfield County Employees. To help with these clinics the health department is trying to coordinate with the National Guard and the Community Health Center.

A list has been started in anticipation of other businesses wanting to sign up for the onsite clinics.

The Fairfield Department of Health has expanded to Saturday COVID-19 vaccine clinics at the mall. The health department is not offering on site COVID-19 clinics but is working towards being able to offer them in the future. Vaccine numbers are currently dropping.

Mr. Ebel gave some current COVID data. He explained the revamping of the health department COVID-19 data that distributes out on Social Media and the website. He would like to post simple statistics.

Dr. Teresa Wood asked that the health department to consider, as a board, to acknowledge Nurses on Nurses Week. Dr. Teresa Wood shared an idea of possibly offering an opportunity for nurses get one CEU to so show appreciation for Nurses Day. The health department has four nurses staffed. Mr. Ebel stated that the Environmental staff who receive CEU's are offered Mid-West for training and CEU's. Discussion ensued.

Dr. Teresa Wood also mentioned that all nurses should not wait until the deadline for the new licensing program to renew their licenses. She recommended that they go to the system and update their passwords. This will eliminate the delay in time if there is a crisis on accessing the system.

Back to School immunizations are currently being worked on and possibly a clinic will be held at the River Valley Mall.

Administrative Division

Mr. Ebel presented his written report to the board. He shared the COVID-19 report. He showed the graph that he has been working on indicating the 7-day moving averages. Possible age group tracking was discussed. Mr. Ebel thought it could be added to a weekly report in the future.

Mr. Ebel reminded the board that he met with Jeff Fix, Fairfield County Commissioner as well as Dr. Aebi and Brian Oliver which was very helpful. He mentioned that he also met with Mayor Gray of Pickerington regarding contracting with FDH for their services. Mr. Ebel will be meeting with the City Manager to get more information on how many permits they distribute, along with other information to determine the number of services that would be required from our department. A four-month notification would be needed to make the transition. Pickerington is paying approximately \$200,000 per year for service from Franklin County Health Department. Franklin County is providing Pickerington services from several programs that we do not currently have. Mr. Ebel would look into ideas to try to accommodate those programs. If Pickerington would contract with the Fairfield Department of Health, it would start in the beginning of year 2022. Mr. Ebel will be meeting with Mayor Scheffler, Mayor of Lancaster next week to discuss some options with Lancaster. He met with Mayor Nicodemus, Mayor of Baltimore about the Lancaster City Contract and will be following up with Mayor Nicodemus in the future.

Mr. Ebel shared with the board that the department hired an Environmental Director. Rachel Moresea currently working at the Columbus Public Health and will start at FDH the end of June. She has a strong background in Chemical Inventory, Sewage, Food and other Environmental programs. He also shared the Environmental Health Specialist position was filled by Karsen Highley. She will start next week. She is a recent graduate from Ohio University.

Mr. Ebel stated that he received a letter of resignation from Tiffany Nash, PHEP Coordinator. She will be moving on to the Fairfield County EMA office. Mr. Ebel asked the board to authorize him to fill the PHEP/EPI position.

Dr. Steven Kapetansky made a motion to approval to hire for the PHEP/EPI position. Brian Oliver seconded the motion. Motion passed by 4" Ayes, 0" Nays and 0" Abstained".

Mr. Ebel asked for approval for the Health Commissioner Contract for the Fairfield Department of Health.

Brian Oliver made a motion to approval the Health Commissioner Contract as presented. Dr. Teresa Wood seconded the motion. Motion passed by 4" Ayes, 0" Nays and 0" Abstained".

The Medical Director Contract is still being worked on. Mr. Ebel will bring it to the board once completed. Dr. Aebi's job duties as a Medical Director were discussed. Discussion ensued.

The board pointed out that the FDH organization chart looked better. Mr. Ebel is still working on the organization chart. He would like to see the department begin doing performance evaluations. Mr. Ebel is reviewing personnel policies along with all other agency policies. Mr. Ebel discussed the Board of Health agenda and would like to move the public comments and variances to the top of the agenda. This will eliminate a wait time for the general public to address the board.

Meeting Adjourned.

Adjournment

The meeting adjourned at 4:33 p.m. on motion by Brian Oliver. Dr. Steven Kapetansky 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