



BOARD OF HEALTH RECORD OF PROCEEDINGS

**Fairfield Department of Health
Minutes of the Board of Health
September 9, 2020 at 3:00 P.M.**

Meeting Location: Fairfield County Emergency and Facilities Management Complex
240 Baldwin Dr, Lancaster, Ohio.

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
Dave Petty
Dr. Teresa Wood

Board Members Absent

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

Staff Present

Dr. Mark Aebi, Health Commissioner; Larry Hanna, Administrator; Sheri Ledgett, Clerk Specialist; Jamie Ehorn, Fiscal Officer; Tiffany Nash, Nursing Director; Kelly Spindler, Environmental Director; Amy Gabriel, Accreditation Coordinator; Stephanie Fyffe, Immunization Coordinator; Jen Valentine, RS; Colt Bush, RS; John Kochis, EMA

Others Present

John Kochis-Fairfield County Emergency Management Director (EMA)

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

Approval of Minutes

Dr. Teresa Wood moved to approve the August 12th, 2020 board meeting minutes as presented. Brian Oliver seconded the motion. Motion passed by a unanimous voice vote.

FISCAL

Jamie Ehorn, Fiscal Officer, distributed the Month-end reports for August 2020. She stated we have received in 69% of our revenue and have spent 56% of budget. She presented three resolutions.

Resolution 2020 – Resolution 2020 – 47: \$392,144.00 Cash Advance Repayment for the Bioterrorism Fund for Contact Tracing (71732158) (\$124,257 and \$267,887)

Tina Childers asked for a motion to approve Resolutions 2020-47 Dr. Teresa Wood made the motion to approve Resolution 2020-47. Dave Petty seconded the motion. Motion passed by a unanimous voice vote.

Resolution 2020 – 50: \$2,000 Cash Transfer for the Self Insurance Fund (71786200)

Resolution 2020 – 51: \$894.04 Memo Expense for OPERS payment for former employee now working at the Fairfield Community Health

Tina Childers asked for a motion to approve Resolutions 2020-50 and 2020-51. Brian Oliver made the motion to approve Resolution 2020-500 and 2020-51. Dr. Teresa Wood seconded the motion. Motion passed by a unanimous voice vote.

- Expenses not budgeted or unexpected (over \$1,000)
 - None for August 2020
- Invoices paid during the month over \$3K, budgeted and/or reimbursed, but not mentioned above:
 - Mykalah Anderson – Contact Tracer \$3,591.00
 - Daily Services – WIC and Contact Tracing - \$3,363.11
 - Dell Marketing – Laptops for Contact Tracers - \$9,416.19
 - Kevin Edmonds – WPCLF Project - \$18,200.00
 - Fairfield National Bank – Credit Card Fees (2 months)- \$3,345.91
 - South Central Ohio Insurance Consortium – (2 months) \$95,594.00
 - Spohn Excavating – WPCLF Project - \$17,900.00
 - Treasurer – State of Ohio – C&DD State Fees - \$8,345.42
- COVID-19 Grant as of 8/31/20
 - Revenue - \$156,730.59
 - Expenses – \$217,672.89
 - CO21 Budget revision submitted 8/31 (\$98,150+21,095 Enforcement)
- Contact Tracing Grant as of 8/31/20
 - Revenue - \$217,867.14 (Includes an advance of 50% of grant award \$196,072)
 - Expenses - \$94,345.71
 - CT21 Budget revision due 9/7/20 (\$78,659 – cannot use until CT20 is expended)

- Health Insurance/Dental Update – as of July 31, 2020

JHP - Health Insurance Ending Balance (deficit)/surplus	\$140,806.72
SCOIC – Health, Dental, Life Insurance Ending Balance (deficit)/surplus	\$39,708.12

- Cash balance as of August 31, 2020
 - All programs - \$2,488,941.46
 - District Health (not including District Health Subfunds) - \$1,375,380.05
- Storage Unit Rental Agreement

The storage unit changed owners and have a new rental agreement. The prosecuting attorney made some changes on the new agreement and new owners agreed upon those changes for the Fairfield Department of Health to continue to rent their current storage units. Ms. Ehorn asked for board approval to sign the new agreement. **Brian Oliver made the motion to approve signing the new storage unit agreement. Dr. Steven Kapetansky second the motion. Motion passed by a unanimous voice vote.**
- South Central Ohio Insurance Consortium Health Benefit Plan-(SCOIC)

Ms. Ehorn went over the plan of health benefits from SCOIC, explaining that it illustrated the health benefits that are provided to FDH staff. She stated that it mirrored what the department offered through Medical Mutual through the Jefferson Health Plan. She explained that the plan is currently being reviewed by the prosecuting attorney as well as her going line by line reviewing the plan. The plan we recently received, but effective July 1, 2020. She asked the board to approve signing the SCOIC health benefit plan once the prosecuting attorney has finished its review and gave the approval to move forward. Discussion ensued. **Tina Childers asked for a motion to accept the approval the South-Central Ohio Insurance Consortium Health Benefit Plan pending approval from Prosecuting Attorney regarding the health benefits being offered. Dr. Steven Kapetansky made the motion to approve the South-Central Ohio Insurance Consortium Health Benefit Plan pending approval from Prosecuting Attorney. Brian Oliver second the motion. Motion passed by a unanimous voice vote.**

Ms. Ehorn also brought up discussion from the Finance Committee to the board that the Fairfield County Commissioners were doing an Insurance holiday. This would give the staff a month of not paying their share of the insurance premium. The same idea was reviewed for FDH staff. Discussion ensued. No decision was made, and the idea was tabled until a later date.

Mr. Petty mentioned the FDH share of the OPERS payment for the Health Clinic employee has a deficit balance. He would like to know what caused the deficit prior to creating a memo expense for the balance. The balance is approximately \$2000.00. Ms. Ehorn has asked for documentation from the auditor’s office to review before a memo expense is completed.

Approval of Financial Report

Tina Childers asked for the approval the Financial Report. **Dave Petty made to motion to approve. Dr. Steven Kapetansky seconded the motion. Motion passed by a unanimous voice vote.**

ENVIRONMENTAL

The Environmental Division Report was submitted to the board and filed appropriately in health department files. Kelly Spindler Environmental Director highlighted the written report. She stated she had four resolutions. She pointed out updates on her report.

The environmental staff remains the same with their involvement with the COVID -19 response. Devin Delgado is working Contact Tracing full time. Jennifer Valentine, RS and Colt Bush, SIT continue to split her townships and are covering sewage and water program. Kevin Barlow continues to answer many questions concerning events. Kevin, Jacob Webb and Kelly Gregory will be performing inspections on mask complaints. This time will be covered by the grant enforcement funding.

Resolution 2020-48- A resolution to refer Elizabeth Heil, 3283 Eckart Road, Lancaster, OH 43130 to prosecution for failure to comply with Ohio Revised Code (ORC) 3707.01: "The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupant, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein, and prosecute such persons for neglect or refusal to obey such orders." And for failure to comply with Ohio Administrative Code (OAC) 3701-29-06(E)(3): "No STS or GWRS or part thereof shall create a public health nuisance, as defined in section 3718.011 of the Revised Code." **Mrs. Spindler shared that the sanitarian received a call from the property owner and will be meeting with her next week. The system is a discharging aerator with the motor currently not functioning. The Board decided to table this resolution until the October meeting.**

Resolution 2020-49- A resolution to send public health nuisance David Piccirillo, 4655 Reynoldsburg Baltimore Rd. Baltimore, OH 43105 to prosecution for failing to replace the household septic treatment system. The existing household sewage treatment system has failed and is creating a public health nuisance and is in violation of the Ohio Administrative Code section 3701-29-06(E)(3). Discussion ensued. **Dr. Steven Kapetansky made the motion to approve Resolution 2020-49. Dr. Teresa Wood seconded the motion. Motion passed by a unanimous voice vote.**

Resolution 2020-52- A resolution to grant a variance for Hondre and Jennifer McNeil, 1889 Northwood Drive, Lancaster from Ohio Administrative Code 3701-29-15(N)(2), which describes the requirements determining length along contour. **Brian Oliver made the motion to approve Resolution 2020-49. Dr. Teresa Wood seconded the motion. Motion passed by 4 "ayes and 1" abstained"**

Resolution 2020-54-The Fairfield County Board of Health approved this variance for an existing home where the isolation distance from the septic tank to the private water system is less than 50'. A water sample taken in July 2020 indicated acceptable levels for TC, e-coli, nitrates, and lead. The board highly recommends the new owner have the private water system sampled yearly to ensure the system remains within acceptable limits per the current code. Discussion Ensued. **Dr. Steven Kapetansky made the motion to approve Resolution 2020-49. Dr. Teresa Wood seconded the motion. Motion passed by 4 "ayes and 1" abstained"**

Updates:

Ms. Spindler was happy to announce that the WPCLF grant is available for 2021 and has applied for \$150,000. She is finishing up the 2019 funding and working on the 2020 funding. There are several systems that paperwork has been completed and waiting to be installed.

•Mask Compliance

Board member Oliver asked about how the mask compliance was working with the Businesses in Fairfield County. Ms. Spindler explained that the Food Program had 25 food complaints and 23 were related to the mask compliance. She has been working with the prosecutor to come up with a letter to send out the businesses that were reported not wearing mask and to respond back to the health department on reason. If not reply is made back, then Randall would precede forward with the business. Overall, Ms. Spindler said most businesses were being compliant. Discussion ensued.

•House Bill 348

Dr. Teresa Wood updated the board regarding the House Bill 348 with the Ohio Nurses Association. She met with Senator Shaeffer. She did get clarification and shared details on the meeting. Discussion ensued. Dr Teresa Wood recommended that the health department have their lobbyist involved with certain decision making. Mr. Hanna mentioned he would bring the topic of the House Bill 348 at the next AOHC meeting.

•Proposed Environmental Fee Increase

A resolution to increase program fees. The food fees would increase at an average of 4.8%. All other fees would increase at 5%. The last increase was in 2018. Discussion ensued. There was only a first reading.

NURSING/WIC STAFF

Stephanie Fyffe, acting Nursing Director gave her report. She talked briefly on working with the schools opening. Schools will be reporting to the health department on positive cases, this would include a process of reporting.

She would like to hold some flu clinics as the season approaches. She is working with EMA on locations and how to administer the vaccine by possibly using a drive thru model. More information to come as its being worked on.

Ms. Fyffe also stated that the health department was looking into a new freezer that would be equipped to handle the recommendations for the COVID-19 Vaccine. The health department would like to purchase a freezer. There were two options available to receive the freezer. First option would be that the health department own the freezer and be reimbursed by the CARES Act. Second option would be to work with Fairfield County EMA with a MOU, and they would purchase it and Fairfield County would own it. **Dr. Teresa Wood made a motion for The Fairfield Department of Health (FDH) to purchase the freezer and be reimbursed back by the CARES Act. Tina Childers seconded the motion. Motion passed by 4" Ayes" and 1" Nays".** This motion was revoked and was voted on a second time due to more information. John Kochis (EMA) joined at the meeting and shared more information with the board and explained to the board why he thought we should purchase the freezer. Mr. Kochis also explained what

paperwork was needed for the county to purchase the freezer if FDH was going to work with a MOU with Fairfield County to purchase the freezer. Discussion ensued.

Teresa Wood made a motion for FDH to purchase it and own it and be reimbursed back by the CARES Act. Tina Childers seconded the motion. Motion Failed by 2" Ayes and 3" Nays". Then a second vote was taken.

Dr. Steven Kapetansky made the motion to approve working with a Memo of Understanding (MOU) with Fairfield County and EMA to purchase the freezer. Brian Oliver seconded the motion. Discussion Motion passed by unanimous voice vote.

COVID-19 UPDATE

Ms. Fyffe discussed the Governor's new order for mandatory COVID-19 school reporting. Schools are responsible for notifying the LHD withing 24 hours of any known positive cases. Schools are also required to let parents and guardians know of positive cases within 24 hours as well. Every Tuesday, FDH is to report all school cases to ODH through a template provided through them. Ms. Fyffe went over COVID-19 symptoms and recommendations regarding the upcoming flu season and the impact this will have on COVID-19. Discussion ensued.

Administrator Report

Mr. Hanna discussed the Jr. Fair that may be taking place at the Fairgrounds this year. The health department gave their recommendations to the Fair Board.

Mr. Hanna brought to the boards attention that he had a caller call in several times asking about the Board of Health members not being paid to serve on the Fairfield Department of Health's Board of Health. He asked the BOH members if they would like to be paid or not paid. The board took a vote. **Brian Oliver made a motion that the Fairfield Department of Health does not pay the Board of Health members serving on the BOH. Dr. Teresa Wood seconded the motion. Vote passed by 4" Ayes and 1" Abstained"**

Mr. Hanna also updated the board on the issue that was filed from an employee through the Equal Employer Opportunity Commission (EEOC). Fairfield Department of Health received a letter from the EEOC based on the investigation and their findings they had made their decision from the information that was obtained and found that the Fairfield Department of Health was not found in violation of the statue and was cleared.

Misc.-

Sheri Ledgett, Clerical Specialist mentioned that the November board meeting was a holiday. The board decided to move the November 11th meeting to November 10th. **Tina Childers made a motion to move the November 11,2020 board meeting to November 10,2020. Brian Oliver second the motion. Motion passed by unanimous voice vote.**

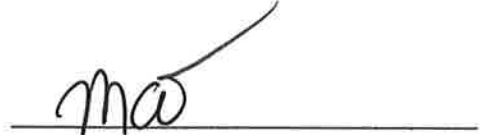
Adjournment-

The meeting adjourned at 5:07 p.m. on August 12, 2020.

Tina Childers made a motion to adjourn. Brian Oliver made the motion seconded the motion. Motion passed by unanimous voice vote.



Tina Childers, President
Fairfield Department of Health



Mark Aebi, M.D., Secretary
Fairfield Department of Health