



# Hancock Public Health

## Board of Health

### Regular Meeting Agenda

March 15<sup>th</sup>, 2024, 7:30 a.m.



#### **BOARD MEMBER ATTENDANCE:**

- A Brian Edler
- X William Alge, Esq.
- X Karen Jones, MSN, RN, Board President
- A Michael Lindamood, M.D.
- X Nancy Moody-Russo, RN, JD
- X Barbara J. Pasztor, MSN, RN
- X Robin Spoons

#### **STAFF:**

- X Alexa Heacock, Help Me Grow (HMG) Program Manager
- X Chad Masters, Health P&P Director
- X Craig Niese, IT/Data Manager
- A Laura Reinhart, Mobile Health Clinic (MHC) Coordinator
- X Kurt Schroeder, Environmental Health (EH) Supervisor
- X Lindsay Summit, Environmental Health (EH) Director
  
- X Karim Baroudi, MPH, Health Commissioner
- X William Kose, M.D., Medical Director

## **1.0 CONVENTION**

### **1.1 Call to Order**

President Jones called the Regular BOH meeting to order at 7:30 a.m.

### **1.2 Introduction of Public, Guests, and Staff**

**1.2.1** Kurt Schroeder, Environmental Health (EH) Supervisor, HPH, in attendance.

## **2.0 BOARD MEETING CONSENT AGENDA**

### **2.1 Approval of 3/15/24 Agenda Items**

### **2.2 Approval of 2/16/24 Regular Board Meeting Minutes**

### **2.3 Approval of February 2024 Bill Schedule**

### **2.4 Staff Reports**

**2.4.1** Community Health Services – Laura Reinhart, CNP, Director

**2.4.2** Health Planning & Promotion – Chad Masters, MPH, Director

**2.4.3** Help Me Grow (HMG) Home Visiting Program – Alexa Heacock, RN, Program Manager

**2.4.4** Environmental Health (EH) Services – Lindsay Summit, MPH, EH Director

**2.4.5** IT/Data Management Services – Craig Niese, BS, Manager

**2.4.6** Vital Statistics Report – Karim Baroudi, MPH, HC

Regarding Subitem 2.4.1, Community Health Services: Mr. Alge asked if public schools are using HPH nurses. Commissioner Baroudi reported some school districts hired independent nursing staff post COVID due to additionally received funds. Ms. Reinhart has been consulting with Findlay City Schools about HPH providing substitute nursing services when needed. Mr. Alge asked whether schools are hiring independent nursing staff to avoid HPH; Mr. Baroudi answered no, that money from COVID was the primary reason for schools hiring independent nursing staff, that those funds will eventually taper, and it will become more efficient for public health nursing to be involved with school districts. Mr. Baroudi opined nursing involvement in the school systems is one of the most important roles of public health departments and he believes there is great potential for future HPH nursing involvement in Hancock County schools moving forward.

Regarding Subitem 2.4.3, Help Me Grow Program: Mr. Alge asked Ms. Heacock for an update on potential translation issues with the immigrant population seeking services through HPH. Ms. Heacock reported so far HMG has been able to maintain programming to immigrant families, with a focus on child development services (i.e., Safe Sleep); however, the HMG staff rests heavily on referrals to other community agents for the immense number of social service needs of immigrant families (i.e., Legal Aid for legal resources, Community Health Worker for insurance/housing issues).

Dr. Kose asked for information on immunization rates for immigrant populations. Ms. Heacock stated immigrant families show no great resistance to being immunized and will follow through as long as appointment times have been communicated clearly through translation and transportation to the HD for appointments is available. Ms. Heacock reported on a proposed health fair in spring 2024 that would have available all possible public health services that immigrant families might require (i.e., immunizations, legal/social/insurance consultation services, etc.) either at a given permanent site or through the mobile health clinic.

President Jones requested motion to approve Section 2.0, Consent Agenda, including all Items and Subitems, as written in the pre-prepared Board reports provided earlier in the week to the Hancock County Board of Health members and as detailed above. Ms. Moody-Russo moved to approve Section 2.0. Seconded by Ms. Pasztor. Motion carried 5-0.

### **3.0 BOARD ACTIONS/REGULATIONS**

#### **3.1 Board of Health to APPROVE AND RECOGNIZE REVENUE for Fiscal Year ending 12/31/24:**

##### **3.1.1 Serving Up My Plate® project in the amount of \$12,000.00 (Community Foundation).**

Commissioner Baroudi explained the Serving Up My Plate® project is a follow-up adjunct program (geared toward fourth graders) to the previous Balance My Day® project (geared toward second and third graders), involving providing health education to Hancock County students to help them make their own healthy life choices. President Jones asked if all Hancock Co. schools were receiving these services; Mr. Baroudi stated involvement in these health education services is on a voluntary basis for schools. HPH Health Educators are trying to get as many schools involved as possible.

President Jones requested motion to approve Item 3.1, including Subitem 3.1.1. Mr. Alge moved to approve Item 3.1, as above. Seconded by Ms. Moody-Russo. Motion carried 5-0.

#### **3.2 Board of Health to APPROVE APPROPRIATION INCREASE for Fiscal Year ending 12/31/24:**

##### **3.2.1 Enhanced Operations (EO23) project in the amount of \$198,850.00.**

##### **3.2.2 Ohio Children's Trust Fund (OCTF) project in the amount of \$25,000.00.**

##### **3.2.3 State Opioid & Stimulants (SOS 3.2) project in the amount of \$91,839.53.**

##### **3.2.4 Serving Up My Plate® School Nutrition Project in the amount of \$12,000.00.**

##### **3.2.5 Vehicle Line Item in Health Fund #8 in the amount of \$14,000.00.**

##### **3.2.6 Vehicle Line Item in Food Service in the amount of \$14,000.00.**

##### **3.2.7 Salary Line Item in Solid Waste in the amount of \$4,800.00**

##### **3.2.8 Medicare Line Item in Solid Waste in the amount of \$70.00.**

##### **3.2.9 Insurance Line Item in Solid Waste Fund in the amount of \$1,650.00.**

President Jones requested motion to approve Item 3.2, including Subitems 3.2.1—3.2.9, as detailed. **Ms. Spoons moved to approve Item 3.2, as above.** Seconded by Mr. Alge. **Motion carried 5-0.**

**3.3 Board of Health to APPROVE PURCHASE of Two Vehicles**

Vehicles were previously leased from Great Lakes Toyota; purchase to include a five-year maintenance plan for ten oil changes and tire rotations.

**3.3.1 Toyota Corolla, VIN #JTDEPMAE4MJ148851 (HMG) for the amount of \$13,968.50.**

**3.3.2 Toyota Corolla, VIN #JTDEPMAE0MJ149978 (EH) for the amount of \$13,968.50.**

President Jones requested motion to approve Item 3.3, including Subitems 3.3.1 and 3.3.2, as detailed. **Ms. Moody-Russo moved to approve Item 3.3, as above.** Seconded by Ms. Spoons. **Motion carried 5-0.**

Commissioner Baroudi conducted roll call related to Item 3.3 above:

<b>Roll Call: Mr. Alge (Bill): YES</b>	<b>Ms. Moody-Russo (Nancy): YES</b>
<b>Mr. Edler (Brian): ABSENT</b>	<b>Ms. Pasztor (BJ): YES</b>
<b>Ms. Jones (Karen): YES</b>	<b>Ms. Spoons (Robin): YES</b>
<b>Dr. Lindamood: ABSENT</b>	

**3.4 Board of Health to APPROVE ENTERING CONSULTATION AGREEMENT**

Proposal for HPH entering into agreement with **Moxley Public Health, LLC**, consultants for conducting the 2024 Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP). **The proposed monetary value of Moxley's 13-month engagement in this process is estimated at \$45,000.00.**

President Jones requested motion to approve Item 3.4, as detailed. **Ms. Moody-Russo moved to approve Item 3.4, as above.** Seconded by Ms. Spoons. **Motion carried 5-0.**

Commissioner Baroudi conducted roll call related to Item 3.4 above:

<b>Roll Call: Mr. Alge (Bill): YES</b>	<b>Ms. Moody-Russo (Nancy): YES</b>
<b>Mr. Edler (Brian): ABSENT</b>	<b>Ms. Pasztor (BJ): YES</b>
<b>Ms. Jones (Karen): YES</b>	<b>Ms. Spoons (Robin): YES</b>
<b>Dr. Lindamood: ABSENT</b>	

**3.5 Board of Health to APPROVE SECOND READING of Proposed RSV Vaccine Fees**

**3.5.1 Vaccination Fee of \$500.00 for Sanofi® RSV vaccine for newborns (0.5 or 1.0 mL).**

**3.5.2 Therapeutic Injection Administration Fee of \$35.00 for Sanofi® RSV vaccine for newborns.**

President Jones requested motion to approve Item 3.5, including Subitems 3.5.1 and 3.5.2, as detailed. **Ms. Pasztor moved to approve Item 3.5, as above.** Seconded by Mr. Alge. **Motion carried 5-0.**

Commissioner Baroudi conducted roll call related to Item 3.5 above:

Roll Call: Mr. Alge (Bill): YES  
Mr. Edler (Brian): ABSENT  
Ms. Jones (Karen): YES  
Dr. Lindamood: ABSENT

Ms. Moody-Russo (Nancy): YES  
Ms. Pasztor (BJ): YES  
Ms. Spoons (Robin): YES

- 3.6 Board of Health to **APPROVE SECOND READING of New Low Risk Food Fee Category**  
New fee pertains to Mobile Retail Food Establishments with a lesser risk category; fee would be set at **fifty percent (50%) of the currently adopted mobile fee (\$299.00) passed as an emergency on 2/16/24**, and fee to be recorded on the 2024 Environmental Health Local Fee Schedule (**Resolution No. 2024-01**, attached).

President Jones requested motion to approve Item 3.6, as detailed. **Ms. Pasztor moved to approve Item 3.6, as above.** Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

Commissioner Baroudi conducted roll call related to Item 3.6 above:

Roll Call: Mr. Alge (Bill): YES  
Mr. Edler (Brian): ABSENT  
Ms. Jones (Karen): YES  
Dr. Lindamood: ABSENT

Ms. Moody-Russo (Nancy): YES  
Ms. Pasztor (BJ): YES  
Ms. Spoons (Robin): YES

- 3.7 Board of Health to **CONSIDER AND RECOMMEND 2023 Public Health Award Recipient**  
The Public Health Champion Award recognizes services by individuals, groups, or agencies that significantly advance the mission of Hancock Public Health (HPH). A review board, comprised of the Health Commissioner and members of the Board of Health, considers and recommends recipients of said award. Award to be presented first week of April 2024.

**NOMINEE (S): City of Findlay Mayor Christina Muryn**

President Jones requested motion to approve Item 3.7, as detailed. **Ms. Moody-Russo moved to approve Item 3.7, as above.** Seconded by Ms. Pasztor. **Motion carried 5-0.**

#### 4.0 ADMINISTRATIVE REPORTS

##### 4.1 February 2024 Financial Report and Analysis – Karim Baroudi

Commissioner Baroudi referred to his previously submitted financial report provided to the Board earlier in the week. Mr. Baroudi stated the five-year balance sheet for the HPH budget currently shows no red flags for the future with a good ending cash balance for 2024 (consistent with previous budget years). No questions or comments regarding the financial analysis were voiced by the Board.

##### 4.2 Medical Director – Dr. William Kose

Immigrant Population: Dr. Kose stated he believes the immigration of families to the Findlay area is a long-term issue that community partners are actively addressing by attempting to gather more comprehensive data (upcoming community partners meeting mentioned). Ms. Heacock stated data gathering is difficult with the current immigrant population in Hancock County, especially considering the rapid mobility of new immigrant families in/out of area hotels. Dr. Kose stated additional problems centered around the topic of immigrant influx

include lack of solid acknowledgement from the State regarding these issues in Hancock County, the immense financial resources required for all potential services immigrants might require (i.e., \$4000.00/person average cost for initial legal fees alone), the false assumption of American citizens providing services that employment guarantees health insurance, and the fact that most health care for immigrants was free in their countries of origin (thus immigrants may assume health care is free in the U.S.). Ms. Pasztor added that there have been problems at the hospital with the translation service not being able to exact-match the native language of some immigrant families. Ms. Heacock added some of these families have not had health care for many years, thus increasing their health care needs even more when they are first seen by health providers in America.

Commissioner Baroudi stated he feels the most pressing issues for the immigrant population are not health-related issues, but more the social determinants of health (transportation, legal aspects, housing, cultural barriers, translation, cost, access). Mr. Baroudi announced there is talk among community leaders of hiring a coordinator who speaks the native language of each respective immigrant population and knows their culture of origin to act as a liaison between immigrant families and all other service workers. Mr. Alge asked if Hancock County is the only area expressing concern about these immigration issues; Dr. Kose stated City of Findlay Mayor Muryn has been attempting to communicate with the State.

Infectious Disease/Vaccinations/Measles Outbreak: Dr. Kose updated the Board on recent measles trends, with an outbreak occurring in the Southern Ohio area/Dayton (three confirmed cases, 823 exposed individuals, some of those individuals being quarantined for 21 days). There are no known current cases of measles in Hancock County. Dr. Kose stated this increase in measles is not due to political issues, more due to regional/cultural issues (i.e., outbreak in Amish region). Dr. Kose emphasized measles data suggests families are consistently immunizing their children, but in light of the recent outbreak also emphasized that measles is a reportable infectious disease. Medical advisement for the Board is that if a person believes they have been exposed to measles, they should report to a medical professional and be vaccinated as soon as possible.

Ms. Pasztor asked if HPH is getting the message out and administering regular measles immunizations to immigrant populations. Commissioner Baroudi reported that there are many opportunities and safety checks to ensure immigrant populations have education and access to routine vaccinations, including the following: 1) Regular Speak Easy events encompassing Mobile Health Clinic presence and educational efforts; 2) Heavy public health nursing presence in the Hancock Co. school districts, offering every child vaccinations, with a plan to increase nursing presence even more in the schools in 2024; 3) Involvement of community partners/leaders forming coalitions to bridge the gap of social determinants of health for immigrant and other marginalized populations who might otherwise miss regular vaccinations. Further, Commissioner Baroudi stated data shows routine vaccination rates are good compared to the rest of the State of Ohio.

Moxley Public Health Consultants: Dr. Kose expressed his support of entering into said consultative agreement with Moxley (Item 3.4 above), adding he feels this collaboration will

yield more significantly useful survey results, which will meet end goal of helping prioritize needs of the community more effectively.

Solar Eclipse: Commissioner Baroudi stated there will be a skeleton crew of HPH staff working on the physical office on 4/8/24, but most of leadership and other staff will be working from home due to anticipated transportation delays/difficulties. Ms. Summit added all Environmental Health associates would be working in the field on the actual date of the solar eclipse (4/8/24) for monitoring of potential public health impacts this event might have on Hancock County residents.

## 5.0 OLD/NEW BUSINESS

- 5.1 Personnel – No hiring or separations reported during the month of February 2024.
- 5.2 Registered Nurse position for HPH to be posted in the coming weeks per Nursing Director request to increase nurse presence and services in the community in the upcoming summer/fall months. Commissioner Baroudi hopes to leverage grant monies to fund this position.
- 5.3 Board of Health to reorganize after the DAC meeting; passing of the gavel to Ms. Jones to serve as the Board of Health President for a two-year term.

## 6.0 EXECUTIVE SESSION

- 6.1 Request to the Board of Health to recess into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee. Pursuant to (G)(1) of Section 121.22 of the Ohio Revised Code.

President Jones requested motion to move the 3/15/24 Regular Board of Health Meeting into Executive Session at 8:30 a.m. **Ms. Spors moved to approve the Executive Session of the BOH at 8:30 a.m. on 3/15/24 for the above-detailed issues.** Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

Commissioner Baroudi conducted roll call related to Entering Executive Session (6.1):

Roll Call: Mr. Alge (Bill): YES                      Ms. Moody-Russo (Nancy): YES  
              Mr. Edler (Brian): ABSENT                Ms. Pasztor (BJ): YES  
              Ms. Jones (Karen): YES                      Ms. Spors (Robin): YES  
              Dr. Lindamood: ABSENT

President Jones requested motion to move the 3/15/24 Regular Board of Health Meeting out of Executive Session at 8:48 a.m. **Ms. Spors moved to approve the Executive Session of the BOH at 8:48 a.m. on 3/15/24 for the above-detailed issues.** Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

**TIME IN EXECUTIVE SESSION: 8:30 a.m.**

**TIME OUT OF EXECUTIVE SESSION: 8:48 a.m.**

**Exiting Executive Session on 3/15/24, The Board considered the following Actions:**  
President Jones requested motion for the Board to reaffirm approval of the appointment of Ms. Lindsay Summit as Interim Health Commissioner of Hancock Public Health with a 4% salary increase commensurate with Ms. Summit’s increased duties and also to reaffirm approval of designating Mr. Kurt Schroeder as Interim Director of Environmental Health with a 4% salary increase commensurate with Mr. Schroeder’s increased duties.

First: Ms. Pasztor and Second: Mr. Alge Roll Call VOTE: 5-0

President Jones conducted roll call related to Board Executive Session Actions (detailed above):

Roll Call: Mr. Alge (Bill): YES Ms. Moody-Russo (Nancy): YES  
Mr. Edler (Brian): ABSENT Ms. Pasztor (BJ): YES  
Ms. Jones (Karen): YES Ms. Spoor (Robin): YES  
Dr. Lindamood: ABSENT

## 7.0 CONTINUING EDUCATION

- 7.1 No Board Continuing Education units will be offered during the 3/15/24 BOH Meeting. Commissioner Baroudi announced continuing education credits will be offered for Board member attendance at the planned “Strategy Refresh Session” led by Paul Worstell, date scheduled Thursday, 4/25/24 (lunch provided).

## 8.0 FUTURE BOARD OF HEALTH MEETINGS


- 8.1 **Next Meeting:** Friday, 4/19/24, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.
- 8.2 **2024 Regular Board of Health Meeting Schedule: Third Friday monthly, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio. Complete list of 2024 meetings below:**

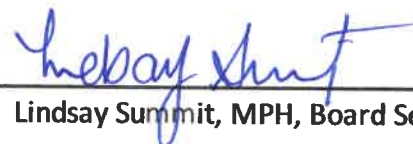
~~Friday – January 19, 2024~~  
~~Friday – February 16, 2024~~  
~~Friday – March 15, 2024~~  
**Friday – April 19, 2024**  
Friday – May 17, 2024  
Friday – June 21, 2024

Friday - July 19, 2024  
Friday – August 16, 2024  
Friday – September 20, 2024  
Friday – October 18, 2024  
Friday, November 15, 2024  
Friday, December 20, 2024

## 9.0 ADJOURNMENT

Commissioner Baroudi thanked the Board for giving him the opportunity to serve as Health Commissioner in Hancock County. Mr. Baroudi requested motion for adjournment of the Regular 3/15/24 Board of Health meeting. **Ms. Spoor motioned the Board of Health to adjourn the Regular Meeting of 3/15/24 at 8:53 a.m.** Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

  
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Karen Jones, Board President

  
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Lindsay Summit, MPH, Board Secretary