



Hancock Public Health

Board of Health

Regular Meeting Agenda

August 16, 2024, 7:30 a.m.



BOARD MEMBER ATTENDANCE:

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

STAFF:

- X Jannie Derstine, BS, Help Me Grow (HMG) Program Manager
- X Chad Masters, MPH, Health P&P Director
- X Craig Niese, BS, IT/Data Manager
- X Laura Reinhart, CNP, Community Health Services Director
- A Kurt Schroeder, BS, REHS, Interim Environmental Health (EH) Director

- X Lindsay Summit, MPH, REHS, Interim Health Commissioner (IHC)
- 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 Jamie Decker, Peer Support Specialist, SafeWorks Division (arrived at 8:00 a.m.)

2.0 APPROVAL OF 8/16/24 AGENDA ITEMS

President Jones requested motion to approve the Regular Board of Health Meeting Agenda for 8/16/24, as cited in the pre-prepared list provided earlier in the week to the Hancock County Board of Health members. **Ms. Moody-Russo moved to approve Section 2.0.** Seconded by Mr. Edler. **Motion carried 6-0.**

3.0 EXECUTIVE SESSION

3.1 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 8/16/24 Regular Board of Health Meeting into Executive Session at 7:32 a.m. **Ms. Spoons moved to approve the 8/16/24 Executive Session for the above-detailed issues.** Seconded by Ms. Moody-Russo. **Motion carried 6-0.**

Mr. Masters conducted roll call related to Entering Executive Session (3.1):

Roll Call: Mr. Alge (Bill): YES

Ms. Moody-Russo (Nancy): YES

Mr. Edler (Brian): YES

Ms. Pasztor (BJ): YES

Ms. Jones (Karen): YES

Ms. Spoons (Robin): YES

Dr. Lindamood: ABSENT

President Jones requested motion to move the 8/16/24 Regular Board of Health Meeting out of Executive Session at 7:42 a.m. **Mr. Alge moved to approve ending Executive Session for the above-detailed issues.** Seconded by Ms. Spoons. **Motion carried 6-0.**

TIME IN EXECUTIVE SESSION: 7:32 a.m.

TIME OUT OF EXECUTIVE SESSION: 7:42 a.m.

Exiting Executive Session on 8/16/24, The Board Approved the following Actions:

President Jones requested motion for the Board to affirm approval of the appointment of Ms. Lindsay Summit as Health Commissioner of Hancock Public Health, effective Monday 8/19/24. President Jones also requested motion for the Board to affirm approval of the step increase of Kalynn Sommers, SafeWorks Program, to Step 2 with commensurate hourly rate increase to \$19.88, effective 8/19/24.

First: Ms. Spoons and Second: Ms. Pasztor Roll Call VOTE: 6-0

Interim Commissioner Summit 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): YES

Ms. Pasztor (BJ): YES

Ms. Jones (Karen): YES

Ms. Spoons (Robin): YES

Dr. Lindamood: ABSENT

4.0 BOARD MEETING CONSENT AGENDA

4.1 Approval of 7/19/24 Regular Board Meeting Minutes

4.2 Approval of July 2024 Bill Schedule

4.3 Staff Reports

4.3.1 Community Health Services -- Laura Reinhart, CNP, Director

4.3.2 Health Planning & Promotion – Chad Masters, MPH, Director

4.3.3 Help Me Grow (HMG) Home Visiting Program– Jannie Derstine, BS, Program Manager

4.3.4 Environmental Health (EH) Services – Kurt Schroeder, BS, REHS, Interim EH Director

4.3.5 IT/Data Management Services – Craig Niese, BS, Manager

4.3.6 Health Commissioner Report – Lindsay Summit, MPH, Interim Health Commissioner

Regarding Subitem 4.3.2, Health Planning & Promotion: Mr. Alge asked for clarification of the increase in syringe distribution from the SafeWorks Program from June to July 2024. Mr. Masters stated there are a number of reasons, including but not limited to: 1) The general ebb/flow and unpredictable nature of the program that inherently makes it difficult to predict distribution needs; 2) The sometimes erratic lifestyle of program participants; and 3) That some participants are secondary distributors, meaning they pick up larger amounts of syringes and deliver to others in the community. Mr. Masters stated ideally HPH would like to see all SafeWorks participants come to HPH themselves to pick up supplies so they can start a conversation with staff; however, the main goal of SafeWorks of saving lives remains, thus secondary distributors have not been discouraged.

Mr. Masters further mentioned that the SafeWorks Program continues to recommend educating community partners and residents about the use of safe smoking supplies in the future, as data suggests safe smoking supplies have been found to further save lives by decreasing overdose deaths. Mr. Masters added that other counties have been calling on HPH for advisement related to SafeWorks services, which further attests to the success of the Hancock County program.

Mr. Masters updated the Board on a “Lunch and Learn” event that was well attended by various community partners in order to educate folks on the SafeWorks Program and its encouraging results. Mr. Masters is proposing to make this “Lunch and Learn” event an annual occurrence for ongoing community education. Overall, overdose deaths in Hancock County are declining and Dr. Kose stated he believes this is directly related to Narcan distribution and the SafeWorks Program. However, Dr. Kose stated he does feel marijuana is a gateway drug, in that data suggests approximately 10% of marijuana users go on to using stronger drugs in the future. Dr. Kose suggested marijuana legalization and SafeWorks Program issues could become more and more political as time goes on, and posed a question to the Board of “What should we be measuring?” In regards to the Hancock Public Health SafeWorks Program, Dr. Kose stated the focus needs to remain on the saving of lives and prevention of disease. Mr. Masters announced he plans on having Kalynn Sommers, Peer Support Specialist, SafeWorks Division, offer continuing education to the Board soon regarding her naloxone distribution project.

Regarding Item 4.2, Bill Schedule: President Jones asked for clarification regarding potential loss of funding for non-English speaking translation services. Interim Commissioner Summit announced she has been working with Kimberly Bash, Community Foundation, on this issue, as currently the translation service bills for HPH are over \$1000.00 per month. Dr. Kose estimated Blanchard Valley Hospital will spend \$300,000.00 on translation services by the end of 2024. Ms. Summit stated the Community Foundation is aware of the increasing cost of translation services and other solutions are being discussed as a budgeting priority at this time.

President Jones requested motion to approve Section 4.0, 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. **Mr. Edler moved to approve Section 4.0.** Seconded by Ms. Pasztor. **Motion carried 6-0.**

5.0 CONTINUING EDUCATION

- 5.1** Fraud Reporting and Training is required to be completed by 9/28/24. Board Members can complete training at the following link: ohioauditor.gov, Fraud Training, at members’ convenience for 0.25 CEU’s. Certificate of Completion needs to be returned to the HPH office prior to 9/28/24.

6.0 BOARD ACTIONS/REGULATIONS

- 6.1** Board of Health to **APPROVE AND RECOGNIZE REVENUE** for Fiscal Year ending 12/31/24:
 - 6.1.1** Food Program Funding in the amount of **\$32,542.90.**

Interim Commissioner Summit explained that the surplus Food Program funds are due to the Food Program bringing in more money than initially appropriated at the beginning of the year.

President Jones requested motion to approve Item 6.1, including Subitem 6.1.1. **Ms. Moody-Russo moved to approve Item 6.1, as above.** Seconded by Mr. Edler. **Motion carried 6-0.**

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

6.2.1 Get Vaccinated Ohio (GVO) Grant Funding in the amount of \$22,530.50.

6.2.2 PHEP Project "Travel Expense" line in the amount of \$600.00.

6.2.3 Food Program "Fringes-Insurance" line in the amount of \$11,000.00

Interim Commissioner Summit explained that the GVO Grant in 6.2.1 signifies the beginning-of-year funding for the Immunization Grant (Nursing). President Jones asked for clarification of 6.2.2, "Travel Expense;" Ms. Summit stated the Travel Expense line is a grant that the epidemiologist and Health Planning & Promotion Division works out of.

President Jones requested motion to approve Item 6.2, including Subitems 6.2.1 through 6.2.3, as detailed. **Ms. Spoor moved to approve Item 6.2, as above.** Seconded by Mr. Alge. **Motion carried 6-0.**

6.3 Board of Health to APPROVE REVENUE DECREASE for Fiscal Year ending 12/31/24:

6.3.1 Early Childhood Safety Grant Funding in the amount of \$25,000.00.

Interim Commissioner noted that Subitem 6.3.1 was approved for appropriation in a previous Board Meeting. Unfortunately, due to the Ohio Governor restructuring funding for the Help Me Grow Program (HMG), these monies are no longer available for HMG, thus constituting a revenue decrease.

President Jones requested motion to approve Item 6.3, including Subitem 6.3.1 as detailed. **Mr. Edler moved to approve Item 6.3, as above.** Seconded by Ms. Spoor. **Motion carried 6-0.**

6.4 Board of Health to APPROVE APPROPRIATION DECREASE for Fiscal Year ending 12/31/24:

6.4.1 Early Childhood Safety Grant Funding in the amount of \$25,000.00.

President Jones requested motion to approve Item 6.4, including Subitem 6.4.1 as detailed. **Mr. Edler moved to approve Item 6.4, as above.** Seconded by Mr. Alge. **Motion carried 6-0.**

6.5 Board of Health to APPROVE WAIVING FEE for Habitat for Humanity Plumbing Permit:

6.5.1 Permit Fee of \$160.00 for home located at address 1704 Bishop Lane, Findlay, OH.

President Jones requested motion to approve Item 6.5, including Subitem 6.5.1 as detailed. **Mr. Alge moved to approve Item 6.5, as above.** Seconded by Mr. Edler. **Motion carried 6-0.**

7.0 ADMINISTRATIVE REPORTS

7.1 July 2024 Financial Report and Analysis – Lindsay Summit

Interim Health Commissioner (IHC) Summit announced that HPH received notice from the mortgage lender for the HPH office building of a mortgage account review, with a subsequent significantly increased interest rate assessed. Ms. Summit stated she was not aware of any

mortgage rate changes until year 2029, however, upon careful review there was a clause found in the originally signed contract. Starting October of 2024, the monthly mortgage payment for HPH will increase from \$7,658.98 per month to \$9,018.31 per month, a monthly increase of 1,359.00. After that increase, the rate will be set until 9/15/2029, then reevaluated. Mr. Edler asked about the original term of the mortgage note, Mr. Niese answered it is a ten-year note. Ms. Pasztor asked if there are clauses for penalty of early account termination in the event HPH decided to change lenders. Ms. Summit stated she is not currently aware of penalties but will research and bring information back to the Board.

IHC Summit reported there are no other significant changes with the July 2024 budget. There may be items that appear to be savings/revenue, however, these items are related to delayed grant cycle issues (some programs are not able to close grants out due to awaiting payments from the State). Ms. Summit stated the budget should reach more of a balance in September 2024, then there will be upcoming federal grants that will once again be reflected as ebb and flow of finances temporarily.

Interim Commissioner Summit reported the only budget red flag is related to the Sewage Program; there has not been enough cash to pay Sewage Program bills as originally budgeted. However, every other program is on target with budget projections and there are no other red flags. Board members did not voice concerns or raise further questions regarding the July 2024 Financial Report and Analysis.

7.2 Medical Director – Dr. William Kose

Safeworks Program: Dr. Kose reported that at one time the Blanchard Valley Hospital Emergency Department (ED) was considering prescribing Suboxone directly from the ED, however, this is no longer a consideration due to the apparent efforts of the SafeWorks Program staff at HPH, with subsequent decreases in death by overdose and decreased drug-use-related ED visits. Dr. Kose remarked on the positive changes occurring in the community as a result of SafeWorks services.

Community Health Assessment/Survey: Dr. Kose announced that over 800 Community Health Assessment surveys have been completed, however, he opined that we need a more diverse group of survey takers in order to identify true community needs (i.e., non-English speaking folks, folks from diverse socioeconomic backgrounds, etc.).

Immigration Challenge: Dr. Kose brought up a repeating topic regarding the non-English-speaking community in Hancock County, reporting the two greatest challenges are cost to the healthcare system when non-English-speaking folks present as first-time visitors to the hospital and also the challenge of adequate translation services. He stated the Immigration Task Force has been discussing how to develop a central point of contact/guide for all non-English-speaking folks in Hancock County to maximize efficiency and minimize cost of services provided.

Discussion ensued between Ms. Reinhart and Board members about the increase in positive TB screen tests in some non-English-speaking populations. Ms. Reinhart reported contact tracing is extremely difficult due to the transient nature of housing and lack of consistent contact

information. She noted that a positive TB screen does not equate with an active TB case, however, latent cases can become active later if no prevention/educational measures are taken. Ms. Reinhart stated Nursing staff are attempting to bridge the communication gap by collecting detailed contact information from patients at first visits.

Infectious Disease: No major public health issues related to infectious diseases were identified during the 8/16/24 Board of Health meeting. Dr. Kose announced that positive COVID cases and subsequent hospitalizations are increasing in Hancock Co., but most folks who have COVID have cold-like symptoms only.

Dr. Kose reported there is currently a pandemic occurring in Sub-Saharan Africa related to Monkeypox. Ms. Pasztor asked if Monkeypox is contagious; Dr. Kose answered not tremendously contagious, and that the U.S. has not seen much related to Monkeypox cases presently.

Interim Commissioner Summit announced to the Board that there are free COVID home test kits available for Board members and everyone in the community in the HPH lobby.

Vaccinations: President Jones asked for the timeline of rolling out immunizations to the community. Ms. Reinhart responded the Nursing Dept. is awaiting ODH guidance on COVID vax issues. Ms. Reinhart stated she pre-ordered vaccines through Pfizer based on 2023 order numbers; Pfizer guaranteed 35% of the order would be shipped to HPH within one week of the ODH guidance/advisement.

Meanwhile, the Nursing staff are preparing in every other way possible for organization of flu and COVID vaccination clinics. Mr. Alge asked if there have been any flu or COVID vaccine clinics yet; Ms. Reinhart answered no, no vaccine clinics have occurred at HPH as of the 8/16/24 BOH meeting. However, the vaccine clinic schedule is in order for the following dates/locations: 9/24/24 – Marion Township Building; 9/28/24 – Hancock County Fairgrounds; Other dates in late September/early October – to be announced; HPH office walk-in vaccine clinics every Friday – dates to be determined.

7.3 Review Community Health Worker Job Description

Interim Commissioner Summit explained reasons for reviewing with the Board whether or not to continue the HPH Community Health Worker (CHW) Position, referring to a formal program summary provided in the Board packet earlier in the week. The main reason for not continuing the HPH CHW position relates to lack of revenue generated by this position. Ms. Summit stated from a fiscal perspective the CHW position is not sustainable, with a documented average \$5,000.00 revenue not being able to cover an approximate \$46,000.00 salary.

Mr. Edler stated it was gracious of the Community Foundation to provide assistance with covering the CHW salary/expenses for a three-year period, however, it would not be fair to expect the Community Foundation to fund this position on a longer-term basis. Mr. Edler further stated there are too many other potential financial concerns with HPH currently to support a position that is 95% funded by agency out-of-pocket sources.

Mr. Masters mentioned that urban locations seem to have more success/revenue with their CHW positions; Dr. Kose stated he feels the success of a CHW position boils down to available monies – specifically whether or not any given region is recognized as having a federally qualified health center. Dr. Kose stated Mayor Muryn is currently looking for a specially qualified person to act as a comprehensive guide for non-English-speaking families, as their needs and the laws surrounding meeting their needs are immensely varied and complicated among each country of origin. Mr. Alge asked if there are community partners other than the United Way interested in helping with the immigration challenge; Dr. Kose answered that “Mission Possible” is involved. Dr. Kose stated he feels unsure whether or not a CHW-type position should be tied to Hancock Public Health.

President Jones requested motion to approve discontinuing the position of Community Health Worker at Hancock Public Health, as detailed above. **Mr. Alge moved to approve Item 7.3, as above.** Seconded by Ms. Moody-Russo. **Motion carried 6-0.**

8.0 OLD/NEW BUSINESS

8.1 Personnel

- 8.1.1 Resignation: Cheryl Miller, Community Health Worker - Effective 7/19/24. President Jones stated Ms. Miller’s exit interview was completed.
- 8.1.2 Resignation: Jamie Decker, Peer Support Specialist, SafeWorks – Effective 8/30/24. Exit Interview for Mr. Decker scheduled 8/19/24, 11:00 a.m. The Board thanked Mr. Decker for his services. Mr. Masters made special note in thanking Mr. Decker for spearheading the SafeWorks Program and increasing its success in the community exponentially.
- 8.1.3 Resignation/Transition: Susan Bright, Administrative Professional, Environmental Health Division resigned, effective per IHC Summit in approximately 30-45 days. Ms. Bright will transition to a Home Visitor role in the Help Me Grow Program. The EH Clerk position has been posted.
- 8.1.4 Position Filled: Suicide/Overdose Fatality Review Coordinator – Effective 9/30/24.

8.2 Board Member with Finance Background

Mr. Edler made special note that he believes it would be beneficial for the Board to consider a future Board Member with financial background, considering some of the complex financial issues being discussed during meetings of late. Ms. Pasztor expressed agreement. IHC Summit stated that when President Jones comes off the Board, this might be a good time to consider having a Board Member with financial background. Mr. Alge stated he might be able to recommend individuals who could serve this financial advisement role. Ms. Pasztor added that Premiere Bank (previously First Federal) in Findlay had been interested in and has aggressively pursued working with the Health Department on that level in the past.

9.0 FUTURE BOARD OF HEALTH MEETINGS

- 9.1 Next Meeting:** Friday, 9/20/24, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

Ms. Pasztor stated she would be remotely attending the 9/20/24 meeting, thus would not be eligible to vote that day. She wished to announce her remote attendance due to Dr. Lindamood's long-term absence and confirmation that quorum could be met at the Friday 9/20/24 meeting.

9.2 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~~

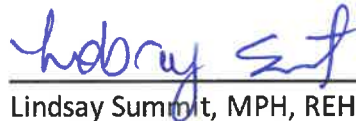
~~Friday – July 19, 2024~~
~~Friday – August 16, 2024~~
Friday – September 20, 2024
~~Friday – October 18, 2024~~
~~Friday, November 15, 2024~~
~~Friday, December 20, 2024~~

10.0 ADJOURNMENT

Interim Commissioner Summit requested motion for adjournment of the 8/16/24 Regular Board of Health meeting. **Ms. Spors motioned the Board of Health to adjourn the Regular Meeting of 8/16/24 at 8:57 a.m.** Seconded by Mr. Alge. **Motion carried 6-0.**



Karen Jones, RN, MSN, Board President



Lindsay Summit, MPH, REHS, IHC, Board Secretary