



# Hancock Public Health

## Board of Health

### Regular Meeting Agenda

December 20, 2024, 7:30 a.m.



#### **BOARD MEMBERS ATTENDANCE:**

- X Karen Jones, RN, MSN, Board President
- X William Alge, Esq.
- X Brian Edler
- X Dr. Cheryl Huffman, MD
- X Nancy Moody-Russo, RN, JD
- X Barbara J. Pasztor, RN, MSN
- X Robin Spoors

#### **STAFF ATTENDANCE:**

- X Lindsay Summit, MPH, REHS, Health Commissioner
- X Jannie Derstine, Help Me Grow Program Manager
- X Chad Masters, MPH, Director of Health Promotion & Planning
- A Craig Niese, BS, IT/Data Manager
- X Laura Reinhart, CNP, Director of Community Health Services
- X Josh Niese, MPH, REHS, Director of Environmental Health
- X William Kose, M.D., Medical Director

### **1.0 CONVENTION/PUBLIC PARTICIPATION**

#### **1.1 Call to Order**

President Jones called the Regular BOH meeting to order at 7:31 a.m.

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

- 1.2.1** Mark Rimelspach, previous Alcohol Drug and Addiction Mental Health Services (ADAMHS) Board member

### **2.0 BOARD MEETING CONSENT AGENDA**

#### **2.1 Approval of 12/20/24 Agenda Items**

#### **2.2 Approval of 11/15/24 Regular Board Meeting Minutes**

#### **2.3 Approval of November 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 –Jannie Derstine, Program Manager
- 2.4.4** Environmental Health (EH) Services –Josh Niese, MPH, Director
- 2.4.5** IT/Data Management Services –Craig Niese, BS, Manager
- 2.4.6** Vital Statistics Data-Dan Klein, Registrar
- 2.4.7** Health Commissioner Report –Lindsay Summit, MPH, REHS, HC

**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. Spoors moved to approve Section 2.0.** Seconded by Ms. Moody-Russo. **Motion carried 7-0.**

### **3.0 CONTINUING EDUCATION-** No Board Continuing Education units will be offered during the 12/20/24 BOH Meeting.

### **4.0 BOARD ACTIONS/REGULATIONS**

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

- 4.1.1** Bloodborne Infectious Disease Prevention Program (BIDPP) funding in the amount of \$10,000.00

**4.1.2** RL Supplemental funding in the amount of \$10,253.88

Regarding subitem 4.1.2-President Jones requested more information regarding this funding and Mr. Chad Masters informed her it was the Regional Linkages grant we have in conjunction with Toledo-Lucas County Health Department. The grant has three (3) objectives: 1. Increase Naloxone access to black, Hispanic, and rural populations; 2. Increase access of medication assisted treatment/therapy to individuals who are wanting to get into recovery; 3. Increase Naloxone access to those who are incarcerated.

**4.1.3** Funding from Hancock Wood Electric to purchase CPR mannequins in the amount of \$2,007.00.

**4.1.4** Funding from the Community Foundation for translation services in the amount of \$15,000.00.

Regarding subitem 4.1.4-Commissioner Summit clarified the \$15,000.00 award is being shared between Hancock Public Health, Family Resource Center, and Women's Resource Center.

President Jones requested motion to approve Item 4.1, including Subitems 4.1.1-4.1.4 as detailed. **Mr. Edler moved to approve Item 4.1, as above.** Seconded by Mr. Moody-Russo.  
**Motion carried 7-0.**

**4.2** Board of Health to **APPROVE APPROPRIATION INCREASES** for Fiscal Year ending 12/31/24:

**4.2.1** RL Supplemental project in Health Fund #8 in the amount of \$4,656.65

**4.2.2** Supplies Educational line in Health Fund #8 in the amount of \$2,007.00

**4.2.3** Contract Services line in Health Fund #8 in the amount of \$14,500.00

**4.2.4** Equipment Software line in Health Fund #8 in the amount of \$500.00

**4.2.5** Salaries line in Health Fund #8 in the amount of \$48,000.00

**4.2.6** Medicare line in Workforce Development project in the amount of \$208.62

**4.2.7** Insurance line in Workforce Development project in the amount of \$9,000.91

President Jones requested motion to approve Item 4.2, including Subitems 4.2.1—4.2.7 as detailed. **Dr. Huffman moved to approve Item 4.2, as above.** Seconded by Ms. Pasztor.  
**Motion carried 7-0.**

**4.3** Board of Health to **APPROVE APPROPRIATION DECREASES** for Fiscal Year ending 12/31/24:

**4.3.1** Safe Communities project in the amount of \$16,197.25

**4.3.2** Enhanced Operations (EO) project in the amount of \$168,197.61

Regarding subitems 4.3.1-4.3.2-Mr. Edler inquired about the decreases and Commissioner Summit responded that this is completed to balance out the budget at the end of the year.

President Jones requested motion to approve Item 4.3, including subitems 4.3.1-4.3.2, as detailed. **Ms. Moody-Russo moved to approve Item 4.3, as above.** Seconded by Mr. Edler. **Motion carried 7-0.**

**4.4 Board of Health to APPROVE REVENUE DECREASES for Fiscal Year ending 12/31/24:**

- 4.4.1** Safe Communities project in the amount of \$16,197.25
- 4.4.2** PHEP FY '24 (Emergency Preparedness) project in the amount of \$2,234.92
- 4.4.3** Enhanced Operations (EO) project in the amount of \$168,197.61

Regarding subitems 4.4.1-4.4.3-Commissioner Summit reiterated that these decreases are balancing out the budget for end of year.

President Jones requested motion to approve Item 4.4, including subitems 4.4.1-4.4.3, as detailed. **Ms. Spoor moved to approve Item 4.4, as above.** Seconded by Mr. Alge. **Motion carried 7-0.**

**4.5 Board of Health to APPROVE THIRD AND FINAL READING of proposed 2025 Environmental Health Fees' schedule:**

Regarding item 4.5-Commissioner Summit stated that there had been a public hearing for all food operators. Mr. Josh Niese stated that the individuals that did show up wanted to know if they fell under the new high/low risk category.

President Jones requested motion to approve Item 4.5, as detailed. **Ms. Moody-Russo moved to approve Item 4.5 with all listed 2025 Proposed Environmental Health Services Fees, as above.** Seconded by Mr. Alge. **Motion carried 7-0.**

Commissioner Summit conducted roll call related to Item 4.5 above:

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

**4.6 Board of Health to APPROVE THIRD AND FINAL READING of proposed 2025 CPR/AED Fees' schedule:**

President Jones requested motion to approve Item 4.6, as detailed. **Ms. Spoor moved to approve Item 4.6 with all listed 2025 Proposed CPR/AED Fees, as above.** Seconded by Mr. Edler. **Motion carried 7-0.**

Commissioner Summit conducted roll call related to Item 4.6 above:

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

**4.7 Board of Health to APPROVE THIRD AND FINAL READING of proposed 2025 Clinical Services Fees’ schedule:**

President Jones requested motion to approve Item 4.7, as detailed. **Dr. Huffman moved to approve Item 4.7 with all listed 2025 Clinical Services Fees, as above.** Seconded by Ms. Moody-Russo. **Motion carried 7-0.**

Commissioner Summit conducted roll call related to Item 4.7 above:

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

**4.8 Board of Health to APPROVE THIRD AND FINAL READING of proposed 2025 Reproductive Health and Mobile Services Fees’ schedule:**

President Jones requested motion to approve Item 4.8 as detailed. **Ms. Moody-Russo moved to approve Item 4.8 2025 Proposed Operating Budget, as above.** Seconded by Mr. Alge. **Motion carried 7-0.**

Commissioner Summit conducted roll call related to Item 4.8 above:

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

**5.0 ADMINISTRATIVE REPORTS**

**5.1 Medical Director – Dr. William Kose**-Dr. Kose announced the Dexcom program has successfully moved to Blanchard Valley’s Wellness Park. He touched base on keeping an eye on H1N1 and how there has not been as much influenza cases being seen in the hospital. He stated that microplasma/respiratory issues seem to be the biggest issue in the healthcare system. Dr. Kose stated he and Lindsay have been working with the City of Findlay regarding a concern with radiation from electromagnetic lower waves and the correlation to cancer. He discussed the immigration population and if Hancock Public Health has noticed a decrease in services offered which we have not.

**5.2 2024 Financial Report and Analysis – Lindsay Summit**

Commissioner Summit informed the Board that the 2024 financials are comparable to 2023 financials. She noted that there are programs, such as Vital Statistics and Children with Medical Handicaps (CMH), where there is a gap in revenue, but the agency has no control over. The clinic revenue has a much smaller gap than in years past. Commissioner Summit stated she’s had good meetings with leadership and other community leaders to ensure that we are capitalizing on grants as much as possible. The agency has implemented various cost saving measures which include not hiring new staff for vacant positions and shifting grant deliverables to include as many staff as possible to leverage grant dollars.



**5.3 2024 Draft CHA Report**-Commissioner Summit stated drafts were sent out to Be Healthy Now (BHN) Coalition members and we are accepting feedback until 12/23. The goal is to have meetings with BHNC in January and February of 2025 and have the CHA report finalized by the end of March.

**5.4 Clinic Remodel Update**-Commissioner Summit confirmed that 1/13/25 is the start date of the remodel with the completion date being scheduled for 90 days.

**6.0 OLD/NEW BUSINESS**

**6.1 Personnel**-No hiring or separation to report during the month of November.

**7.0 NEXT MEETING**

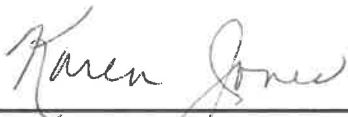
**7.1 2025 Regular Board of Health Meeting Schedule: Third Friday monthly, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio. Complete list of 2025 meetings below:**

Friday – January 17, 2025	Friday - July 18, 2025
Friday – February 21, 2025	Friday – August 15, 2025
Friday – March 21, 2025	Friday – September 19, 2025
Friday – April 18, 2025	Friday – October 17, 2025
Friday – May 16, 2025	Friday, November 21, 2025
Friday – June 20, 2025	Friday, December 19, 2025

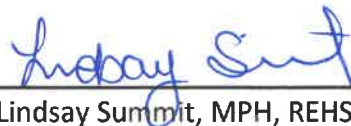
**7.2 Next Meeting:** Friday, 1/17/2025, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio.

**8.0 ADJOURNMENT**

President Jones requested motion for adjournment of the Regular 12/20/24 Hancock County Board of Health meeting. **Ms. Spors motioned the Board of Health to adjourn the Regular Meeting of 12/20/24 at 8:14 a.m.** Seconded by Mr. Edler. **Motion carried 7-0.**



Karen Jones, RN, MSN, Board President



Lindsay Summit, MPH, REHS, HC, Board Secretary