

**Highland County Board of Health**  
**Thursday, March 15, 2022**

Agenda

1. Call to Order
2. Roll Call
3. Nursing and EH Monthly Reports
4. EH Nuisance Complaints
5. Review - Act on minutes for the month of February, 2022
6. Review - Act on bills February 17, 2022 to March 15, 2022
7. Review - Act on Purchase Orders February 17, 2022 to March 15, 2022
8. COVID-19 Updates
9. Open Discussion
  - a. Annual Report Review
  - b. Community Health Assessment Process
  - c. March 16<sup>th</sup> District Advisory Council Report
10. Adjourn



















































# Highland County General Health District

1487 North High St. Suite 400, Hillsboro, OH 45133

Telephone: (937) 393-1941 • Fax: (937) 393-4694 • Email: [info@highlandcountyhealth.org](mailto:info@highlandcountyhealth.org)

**Public Health**  
Prevent. Promote. Protect.

## NOTICE OF VIOLATION

Date: **01/25/2022**

Property Owner Name:	<b>Ruth &amp; Tod Bentley, C/O Mary Elliott</b>		
Mailing Address:	<b>PO Box 655</b>		
City:	<b>Hillsboro</b>	State:	<b>Ohio</b>
Zip:	<b>45133</b>		

### Re: Complaint

Nature of Complaint:	<b>Open Burning, Sewage</b>
Parcel Number(s):	<b>01-27-000-141.00</b>
Complaint Property Address:	<b>2475 Elmville Rd. Hillsboro, Ohio 45133</b>

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed and investigation.

Date of Investigation:	<b>01/20/2022</b>
Complaint was found to be:	<input checked="" type="checkbox"/> <b>Valid - Corrective measures must be taken.</b> <input type="checkbox"/> <b>Not Valid – No further action needs to be taken.</b> <input type="checkbox"/> <b>Outside of the Jurisdiction of this agency at this time.</b>
At the time of the inspection the following was observed:	<b>Open burning, no record for new sewage treatment system on file (near new construction/tiny home).</b>

**You are currently in violation of the following code(s)/regulation(s) regarding this complaint:**

#### Health District Premise Maintenance Regulation 2.1:

“No person shall store, place, **burn** or dispose on his premises or the premises of another or permit to accumulate on his premises, any solid waste in such a manner whereby it will become a rodent or insect harborage or breeding place, or create a health menace, unsanitary condition, or nuisance.” As adopted under authority of ORC 3709.21 & ORC 3709.22

Under Ohio law, these materials may not be burned anywhere in the state at any time: **OAC 3745-19**

- Garbage, any wastes created in the process of handling, preparing, cooking or consuming food

#### Ohio Revised Code 3718.02

(A) The director of health, in accordance with Chapter 119. of the Revised Code, shall adopt, and subsequently may amend and rescind, rules of general application throughout the state to administer this chapter. Rules adopted under division (A) of this section shall do at least all



of the following:

(1) Require that the appropriate board of health approve or disapprove the installation, operation, and alteration of a sewage treatment system if it is not connected to a sanitary sewerage system;

This public health nuisance must be abated by the deadline.

Deadline(s):	<b>03/14/2022</b>
Corrective Action(s):	<b>1. Contact this office prior to the deadline with plans to abate the sewage nuisance (site evaluation is a possible first step)</b> <b>2. Cease open burning and properly dispose of trash</b>
Failure to comply:	<b><u>If the deadline is not met and our office contacted for an inspection,</u> your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.</b>
	<b>Board meeting date:</b> 03/17/2022

Highland County Board of Health meets on the 3rd Thursday of each month at 9:00 AM in the Health Department's meeting room. These meetings are open to the public. If a meeting must be changed it will be posted on local news media, HCHD social media, and posted on the hall bulletin board.

Please contact this office with any questions or concerns regarding your responsibilities in this matter. Your questions will be best answered by the sanitarian handling this case. Updates regarding remediation actions should also be directed to this sanitarian:

HCHD Sanitarian handling this case:	<b>Courtney Hall</b>
e-mail:	<b>chall@highlandcountyhealth.org</b>
Phone:	<b>937-393-1941 ext. 120</b>

Sincerely,



Environmental Health Specialist in Training  
Environmental Health Division

Highland County Health Department hours of operation:  
8AM-5:30PM Mon. & Wed.; 8AM-4PM Tues., Thurs., & Fri.  
Hours may vary during holiday weeks



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## NOTICE OF VIOLATION

Date: 02/11/2022

Property Owner Name:	Brandon Barton		
Mailing Address:	12394 Collier Rd.		
City:	Hillsboro	State:	Ohio
Zip:	45133		

### Re: Complaint

Nature of Complaint:	Sewage
Parcel Number(s):	26-03-000-101.00
Complaint Property Address:	12394 Collier Rd. Hillsboro, Ohio 45133

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed an investigation.

Date of Investigation:	02/08/2022
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - <i>Corrective measures must be taken.</i> <input type="checkbox"/> Not Valid - <i>No further action needs to be taken.</i> <input type="checkbox"/> Outside of the Jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Received records of failing sewage treatment system due to missing aerator.

You are currently in violation of the following code(s)/regulation(s) regarding this complaint:

<p><b>Ohio Revised Code (ORC) 3718.011</b></p> <p>(A) For purposes of this chapter, a sewage treatment system is causing a public health nuisance if any of the following situations occurs and, after notice by a board of health to the applicable property owner, timely repairs are not made to that system to eliminate the situation:</p> <p>(1) The sewage treatment system is not operating properly due to a missing component, incorrect settings, or a mechanical or electrical failure.</p>
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This public health nuisance must be abated by the deadline.

Deadline(s):	<b>03/14/2022</b>
Corrective Action(s):	<b>1. Please contact our office after repairs are made.</b>
Failure to comply:	<b><u>If the deadline is not met and our office contacted for an inspection</u>, your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.</b>
	<b>Board meeting date:</b> 03/17/2022

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Sincerely,



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## NOTICE OF VIOLATION

Date: 02/14/2022

Property Owner Name:	Sharon D Simpson		
Mailing Address:	176 North 8 <sup>th</sup> Street		
City:	Williamsburg	State:	Ohio
Zip:	45176		

### Re: Complaint

Nature of Complaint:	Trash, Burning
Parcel Number(s):	21-21-000-043.02
Complaint Property Address:	10120 Reno Ln. Hillsboro, Ohio 45133

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed an investigation.

Date of Investigation:	12/03/2021
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - <i>Corrective measures must be taken.</i> <input type="checkbox"/> Not Valid - <i>No further action needs to be taken.</i> <input type="checkbox"/> Outside of the jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Large burn pile with trash, trash scattered around property. Any sewage being produced must be properly disposed of.

**You are currently in violation of the following code(s)/regulation(s) regarding this complaint:**

#### Health District Premise Maintenance Regulation 2.1:

“No person shall store, place, burn or dispose on his premises or the premises of another or permit to accumulate on his premises, any solid waste in such a manner whereby it will become a rodent or insect harborage or breeding place, or create a health menace, unsanitary condition, or nuisance.” As adopted under authority of ORC 3709.21 & ORC 3709.22

**Under Ohio law, these materials may not be burned anywhere in the state at any time:  
OAC 3745-19**

- Garbage, any wastes created in the process of handling, preparing, cooking or consuming food

This public health nuisance must be abated by the deadline.

Deadline(s):	<b>03/14/2022</b>
Corrective Action(s):	<b>1. Contact this office prior to the deadline to schedule a re-inspection for verification of compliance. 2. Cease burning 3. Clean up trash 4. Make sure sewage is being legally disposed of</b>
Failure to comply:	<b><u>If the deadline is not met and our office contacted for an inspection</u>, your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.</b>
	<b>Board meeting date: 03/17/2022</b>

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e-mail:	<a href="mailto:chall@highlandcountyhealth.org">chall@highlandcountyhealth.org</a>
Phone:	<b>937-393-1941 ext. 120</b>

Sincerely,



Registered Sanitarian  
Environmental Health Division



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## NOTICE OF VIOLATION

Date: 01/25/22

Property Owner Name:	Rene Weaver		
Mailing Address:	2448 SR 138		
City:	Sardinia	State:	Ohio
Zip:	45171		

Nature of Complaint:	Sewage, Solid Waste, Open Burning
Parcel Number(s):	05-23-100-068.00
Complaint Property Address:	2448 SR 138 Sardinia, Ohio 45171

Date of Investigation:	09/30/2021
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - Corrective measures must be taken. <input type="checkbox"/> Not Valid - No further action needs to be taken. <input type="checkbox"/> Outside of the jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Sewage system failing and draining through yard into nearby stream, open burning of OSB and furniture, rimless tires on property

**You are currently in violation of the following code(s)/regulation(s) regarding this complaint:**

**ORC 3718.011** Conditions under which sewage treatment system causes a public health nuisance.

**(A) For purposes of this chapter, a sewage treatment system is causing a public health nuisance if any of the following situations occurs and, after notice by a board of health to the applicable property owner, timely repairs are not made to that system to eliminate the situation:**

**(1) The sewage treatment system is not operating properly due to a missing component, incorrect settings, or a mechanical or electrical failure.**

**(2) There is a blockage in a known sewage treatment system component or pipe that causes a backup of sewage or effluent affecting the treatment process or inhibiting proper plumbing drainage.**

**Ohio Revised Code 3734.03**

“No person shall dispose of solid waste by open burning or open dumping, except as authorized by the director of environmental protection in rules adopted in accordance with division (V) of this section 3734.01, section 3734.02, or sections to 3734.73 of the Revised code and except for burying or burning the body of a dead animal as authorized by section 941.14 of the Revised code.”

**Health District Premise Maintenance Regulation 2.1:**

“No person shall store, place, burn or dispose on his premises or the premises of another or permit to accumulate on his premises, any solid waste in such a manner whereby it will become a rodent or insect harborage or breeding place, or create a health menace, unsanitary condition, or nuisance.” As adopted under authority of ORC 3709.21 & ORC 3709.22

Under Ohio law, these materials may not be burned anywhere in the state at any time: **OAC 3745-19**

- Garbage, any wastes created in the process of handling, preparing, cooking or consuming food
- Materials containing rubber, grease and asphalt or made from petroleum, such as tires, cars and auto parts, plastics or plastic-coated wire
- Dead animals

This public health nuisance must be abated by the deadline.

Deadline(s):	<b>03/14/22</b>
Corrective Action(s):	<b>1. Have septic tank pumped. Provide copy of receipt. 2. Have a Registered Service Provider repair and/or service your system and submit receipts to our office. 3. Contact this office prior to the deadline to schedule a re-inspection for verification of compliance. 4. Have solid waste removed to licensed landfill. Provide copy of receipt.</b>
Failure to comply:	<b><u>If the deadline is not met and our office contacted for an inspection,</u> your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.</b>
	<b>Board meeting date: 03/17/22</b>

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8AM-5:30PM Mon. & Wed.; 8AM-4PM Tues., Thurs., & Fri.  
Hours may vary during holiday weeks

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HCHD Sanitarian handling this case:	<b>Courtney Hall</b>
e-mail:	<a href="mailto:chall@highlandcountyhealth.org">chall@highlandcountyhealth.org</a>
Phone:	<b>937-393-1941 ext. 120</b>

Sincerely,



Registered Sanitarian  
Environmental Health Division

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## NOTICE OF VIOLATION

Date: 01/25/22

Property Owner Name:	Richard Shriver		
Mailing Address:	6436 Laycock Ln		
City:	Winchester	State:	Ohio
Zip:	45697		

### Re: Complaint

Nature of Complaint:	Sewage
Parcel Number(s):	06-25-000-366.00
Complaint Property Address:	1274 SR 136 Winchester, Ohio 45697

The Highland County Health Department (HCHD) received the above-mentioned complaint and a HCHD staff member performed an investigation.

Date of Investigation:	10/08/2021
Complaint was found to be:	<input checked="" type="checkbox"/> Valid - <i>Corrective measures must be taken.</i> <input type="checkbox"/> Not Valid - <i>No further action needs to be taken.</i> <input type="checkbox"/> Outside of the jurisdiction of this agency at this time.
At the time of the inspection the following was observed:	Wet area observed over filter bed. Dye was visible on ground surface over system.

You are currently in violation of the following code(s)/regulation(s) regarding this complaint:

<p><b>ORC 3718.011</b> Conditions under which sewage treatment system causes a public health nuisance.</p> <p>(A) For purposes of this chapter, <u>a sewage treatment system is causing a public health nuisance if any of the following situations occurs and, after notice by a board of health to the applicable property owner, timely repairs are not made to that system to eliminate the situation:</u></p> <p>(1) The sewage treatment system is not operating properly due to a missing component, incorrect settings, or a mechanical or electrical failure.</p> <p>(2) There is a blockage in a known sewage treatment system component or pipe that causes a backup of sewage or effluent affecting the treatment process or inhibiting proper plumbing drainage.</p> <p>(3) An inspection conducted by, or under the supervision of, the environmental protection agency or a sanitarian registered under Chapter 4736. of the Revised Code <u>documents that there is ponding of liquid or bleeding of liquid onto the surface of the ground or into surface water and the liquid has a distinct sewage odor, a black or gray coloration, or the presence of organic matter and any of the following:</u></p> <p>(a) <u>The presence of sewage effluent identified through a dye test;</u></p>
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This public health nuisance must be abated by the deadline.

Deadline(s):	<b>03/14/22</b>
Corrective Action(s):	<ul style="list-style-type: none"> <li>• Sewage treatment system requires major repair or replacement</li> <li>• Cease usage of system until repair or replacement is made</li> <li>• Contact our office with your plans to abate the nuisance</li> </ul>
Failure to comply:	<p><b><u>If the deadline is not met and our office contacted for an inspection</u></b>, your case will be turned over to the Highland County Board of Health at their next scheduled monthly board meeting.</p> <p><b>Board meeting date:</b> 03/17/22</p>

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e-mail:	<a href="mailto:chall@highlandcountyhealth.org">chall@highlandcountyhealth.org</a>
Phone:	<b>937-393-1941 ext. 120</b>

Sincerely,



Environmental Health Specialist in Training  
Environmental Health Division

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## Highland County General Health District

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Telephone: (937) 393-1941 • Fax: (937) 393-4694 • Email: [highcohd@odh.ohio.gov](mailto:highcohd@odh.ohio.gov)

1/18/2022

### Notice of Violation

Miller Bulk Food  
10306 State Route 138 SW  
Greenfield, Ohio 45123

Dear Mr. and Mrs. Miller:

On December 21 2021, during an regular food inspection, high water was seen inside the pump tank with no logs or high water alarm. A Variance request was giving to the property of 10306 State Route 138, on Aug 21 2018, to manual pump water with a gas motor to a leach field. The Highland County Board of Health had requirements for operating the pump. Seen attached forms. High water alarm and daily logs both not seen during inspection. You have until March 17, 2022 to install a high water alarm and daily logs on the septic system.

Failure to comply will result in your case being submitted to the Highland County Board of Health for action at the Health Department on March 17, 2022 9:00 am. Please contact our office with any questions regarding this matter.

Sincerely,

Philip Webb  
Environmental Health

MINUTES  
BOARD OF HEALTH MEETING  
HIGHLAND COUNTY, OHIO

Thursday, February 17, 2022

The Highland County General Health District Board of Health held its February, 2022 meeting on February 17, with the following members present:

Mr. Rob McCray  
Mr. Craig Edgington  
Dr. Julie Karnes  
Mr. Tim Parry  
John Holt – via phone – non-voting – auditing meeting

1. Call to Order

The Board of Health meeting was called to order by Mr. McCray at 9:07 AM.

2. Roll Call

The following individuals were present at the meeting:

Rob McCray  
Craig Edgington  
Julie Karnes, MD  
Tim Parry  
Anna McCoppin, Director of Environmental Health  
Bonnie Rusch, Director of Nursing  
Connie Page, Fiscal Officer  
Cassandra Hudnell, Environmental Health Specialist in Training  
John Holt – via phone

3. Nursing Monthly Report

Ms. Rusch provided nursing stats to the BOH.

4. Health Awareness Schedule Planner

Ms. Rusch provided overview of upcoming community awareness of various monthly topics to help spread awareness of some of the services the health department offers. She anticipates being able to have a nurse visit with the Rainsboro Community weekly get together and start going to the Hillsboro Sr. Center again for free blood pressure checks.

- a. Following discussion, a motion to accept the schedule and associated costs for services was made by Mr. Parry. Motion was seconded by Mr. McCray. Motion carried unanimously.

5. Nursing Lab Fee Schedule

Ms. Rusch provided a list of proposed lab fee changes. She elaborated on how the fees were calculated to include updated RN salary costs.

- a. Following discussion, a motion to adopt the new Lab Fee schedule was made by Mr. Parry. Motion was seconded by Dr. Karnes. Motion carried unanimously.

6. Nursing Vaccine Fee Schedule

Ms. Rusch provided a list of proposed vaccine fee changes.

- a. Following discussion, a motion to adopt the new Vaccine Fee schedule was made by Dr. Karnes. Motion was seconded Mr. Parry. Motion carried unanimously.

7. Care-A-Van Update

Ms. Rusch stated that the Nursing Div. would once again start going out with the Care-A-Van in March. Ms. Rusch is in the process of creating a schedule. BOH had discussion on the upcoming auctioning off of the old Care-A-Van with mentioning that the health department decals should be removed.

8. Environmental Health Monthly Report

Ms. McCoppin presented and reviewed the monthly statistics report and an overview of what various sanitarians were currently staying busy in.

9. EH Nuisance Complaint: 7377 and 7381 Beechwood Rd. and 10346 US 50 (Anita Fricke)

Ms. Hudnell presented a sewage and vector nuisance at the properties of Anita Fricke, 7377 and 7381 Beechwood Rd., Hillsboro and 10346 US 50, Hillsboro.

- a. Following discussion, a motion to grant an additional sixty (60) days to abate the nuisance, if not complete then send to the prosecutor was made by Mr. Parry. Motion was seconded by Mr. McCray. Motion carried unanimously.

10. Review - Act on minutes for the month of January, 2022

Ms. McCoppin presented the minutes for the January, BOH Meeting. Dr. Karnes brought it to attention of missing information on item 10 d of which Ms. McCoppin was able to obtain the correct information from signed resolution.

- a. Following the discussion, a motion to adopt the revised minutes was made by Dr. Karnes. Motion was seconded by Mr. Parry. Motion carried unanimously.

11. Bills from January 21, 2022 to February 17, 2022

Ms. Page presented the bills from January 21, 2022 to February 17, 2022.

- a. Following discussion, a motion to pay the bills was made by Mr. McCray. Motion was seconded by Mr. Edgington. Motion carried unanimously.

12. Review - Act on Purchase Orders January 21, 2022 to February 17, 2022

Ms. Page explained that from the recent HCHD State Audit "Then and Now" purchase orders must be presented to the BOH as full disclosure and documentation. The following bills fell into this category: Insurance PO# 449, Wellers Plumbing PO# 450 & PO# 451, and Mileage PO# 452

### 13. Legislative Update

Ms. McCoppin provided a brief update that there are no changes to the Presidential Executive Orders on Vaccines that effect the HCHD at this time. Healthcare mandates only currently in place.

### 14. Covid-19 Updates

Ms. McCoppin presented the following updates:

#### a. Case Updates

Highland County has a very low case number and is currently at the lowest since last summer. HC currently is at 185 cases per 100,000 population on a 7-day average.

#### b. Testing Updates

HCHD test kit supplies are currently good. At this time the HCHD is not distributing test kits to the public.

#### c. Funding Changes

The HCHD requested COVID grant funding (E021) for approximately \$250,000.00 to cover the cost of scanning of road files into a database and related program set-up costs to allow online access of sewage, water, etc. records for individual addresses. This project is being handled by Ms. Dance.

### 15. Open Discussion

#### a. March BOH Meeting Date Change

Ms. McCoppin relayed that the Health Commissioner has a conflict with the March 17, 2022 meeting date and is asking the BOH if they wanted to move the date.

- i. Following discussion, a motion to change the date and time to Tuesday, March 15, 2022 at 10 AM and that the change be published was made by Mr. Edgington. Motion was seconded by Mr. Parry. Motion carried unanimously.

#### b. Fiscal Audit Update

Ms. Page provided a brief update on the State of Ohio Audit. BOH members provided praise for the feedback they had received.


#### c. Resolution for Grant Bids for WPCLF Design #2513 -Buchreitz at 2513 SR 134


Ms. McCoppin presented the BOH with 2 proposals for a WPCLF project design located at 2513 SR 134 in Buford Ohio regarding a failing system.

- i. Following discussion, a motion to accept the design bid from DC Construction - Doug Crum for \$985.00 was made by Dr. Karnes. Motion was seconded by Mr. Parry. This bid was the lower of the two submitted bids. Motion carried unanimously.
  
- d. March 16th District Advisory Council Planning at HDH  
Ms. McCoppin reminded everyone to save the date and that it will be held in the HDH education room with dinner at 6PM. Ms. Karnes inquired if RSVP was required of which Ms. McCoppin stated she would have Mr. Warner touch base with her. Ms. McCoppin also stated Mr. Warner was in the process of finalizing his Health Commissioner's report.
  
- e. New Hire  
Ms. McCoppin presented that the HCHD has hired Hannah Guilkey as the new Special Projects Coordinator until June 2023 as part of the Work Force Development Grant.
  
- f. Annual Report Financial Review  
Ms. McCoppin presented that Mr. Warner was still working on the details for his report. Ms. Page reported the balance on hand as of December 31, 2021. was \$1,125,223.62 and as of January 31, 2022 was \$1,130,408.00.

16. Adjourn

Mr. Parry made a motion to adjourn the meeting. Motion was seconded by Mr. Edgington. Motion carried unanimously. Meeting was adjourned at 9:55 AM.

  
\_\_\_\_\_  
John Holt  
President, Board of Health

  
\_\_\_\_\_  
Jared Warner, MEM, RS  
Health Commissioner  
Secretary, Board of Health  
Acting Secretary 2/17/2022 – Anna  
McCoppin



**March**

3/15/2022

Prepared by: Connie Page

Estimated Health Salary Costs for February		Actual Health Salary Costs for January	
Salaries	\$52,281.81	Salaries	\$50,723.05
PERS - Monthly Contributions	\$7,319.70	PERS - Monthly Contributions	\$7,101.24
Medicare	\$722.89	Medicare	\$700.29
Medical Mutual	\$9,799.06	Medical Mutual	\$9,799.06
	\$70,123.46	Total	\$68,323.64

Health Expenses to be Paid			
Category	Cat. Number	Item	Cost
SOS	E2	Office Supplies	\$ 919.13
SOS	E2	Office Supplies	\$ 536.27
SOS	E2	Office supplies	\$ 1,154.34
McKesson	E2	Supplies	\$ 83.96
Amazon	E2	Gel Pens, and Dry Ice Gloves	\$ 36.83
Sanofi	E2	Vaccines	\$ 2,876.20
Sanofi	E2	Vaccines	\$ 6,665.20
GSK	E2	Vaccines	\$ 6,378.07
DTB	E2	Rugs	\$ 762.12
Fifth Third (credit card)	E2	Norlab - Liquid Dye Powder	\$ 235.77
SOS	E3	Laptops	\$ 1,299.98
Sherwood Auto and Camper Sales	E4	De-winterize camper	\$ 101.89
Chad Abbot Signs	E4	Remove vinyl from old Care A Van	\$ 150.00
Fifth Third (credit card)	E5	Time tap, quick books, Zoom	\$ 346.52
HCFR	E5	Plumbing Permits	\$ 13,650.00
Hamilton County Public Health	E5	Epidemiology Services / 2nd half	\$ 2,100.00
Time Warner Cable/Spectrum	E5	Phone Service	\$ 382.72
ComDoc	E5	Copier Usage	\$ 343.59
North High Business Center	E5	2nd Qrt. Condo fees	\$ 9,089.50
Highland District Hospital	E5	Labs	\$ 62.26
Stericycle	E5	Sharps Removal	\$ 51.92
Local Public Health Services	E5	2nd Installment	\$ 2,009.25
AT&T	E5	Cell Phones	\$ 193.90
AT&T	E5	Internet Service	\$ 135.34
Greystone Systems	E5	Quarterly monitoring	\$ 99.00
Xerox	E5	Lease Payment	\$ 214.29
Fifth Third (credit card)	E7	2022 Preparedness Summit	\$ 430.00
Cassandra Hudnell	E7	February Mileage	\$ 67.60
Shala Schutte	E7	February Mileage	\$ 19.76
Chris Shope	E7	February Mileage	\$ 76.44
Brittane Dance	E7	February Mileage	\$ 63.44
Philip Webb	E7	February Mileage	\$ 33.28
Courtney Hall	E7	February Mileage	\$ 69.16
Wex Bank	E12	Fuel for Care A Van	\$ 50.00
Keith Faber - Ohio Auditor of State	E12	Final Balance of financial audit	\$ 246.00
Treasurer, State of Ohio	E17	Sewage Permits	\$ 74.00
Ohio Division of Real Estate & PL	E17	Burial Permits	\$ 2.50
<b>Total General Health Expenses from 2/17/22 - 3/15/22</b>			<b>\$ 51,010.23</b>

Restaurant Expenses to be Paid			
Category	Cat. Number	Item	Cost
Treasurer, State of Ohio	G2	FSO Permits	\$ 1,850.00
Treasurer, State of Ohio	G2	RFE Remits	\$ 1,820.00
Anna McCoppin	G3		
Philip Webb	G3	February Mileage	\$ 39.52
Cassandra Hudnell	G3	February Mileage	\$ 78.00
Courtney Hall	G3	February Mileage	\$ 22.36
<b>Total Restaurant Expenses from 2/17/22 - 3/15/22</b>			<b>\$ 3,809.88</b>

**THEN AND NOW PO'S  
MARCH 2022**

<u>PO#</u>	<u>Vendor</u>	<u>Amount</u>	<u>Reason</u>
481	Hamilton County	\$2,100.00	Second half Epedemiology Services
482	Blanket	\$5,000.00	Equipment - Laptops
483	HCFR	\$20,000.00	Plumbing Permits
484	Blanket	\$1,000.00	Mileage - Restaurant
485	Blanket	\$500.00	Repairs (remove vinyl from Care A Van, De-winterize new Care A Van
491	Blanket	\$1,000.00	Mileage - General

# 2021

# Highland County Health Department

# Annual Report

## By the Numbers

13,038

Immunizations



604

Food Inspections



3,323

Birth and Death Records



118

Sewage Systems Inspected



298

Nuisances Inspected



69

Animal Bites



17,818

Nursing Office Visits and Phone Calls



420

Functional Needs Covid-19 Vaccinations



# Highland County General Health District

## 2021 Annual Report



**Public Health**  
Prevent. Promote. Protect.

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### Highland County Health Department

**Mission Statement:**

The mission of the Highland County General Health District is to provide public health services that promote, protect, and improve community and environmental health.

**Mailing Address:**

1487 North High St., Suite 400  
Hillsboro, OH 45133

**Phone:** (937) 393-1941

**Fax:** (937) 393-4694

**Email:** [info@highlandcountyhealth.org](mailto:info@highlandcountyhealth.org)

**Web Address:**

[www.highlandcountyhealth.org](http://www.highlandcountyhealth.org)

**Facebook Page:**

<https://www.facebook.com/highlandcountyhealth/>

# Highland County Health Department 2021 Annual Report

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## Introduction

This report contains an overview of the Highland County Health Department's 2021 public health program activity. The report is broken down by division and program, and contains general information and activity numbers for each area. Please contact the health department with any questions or for more information about any public health activities conducted by the health department.

Note: 2021 was the second full year that the county responded to the COVID-19 pandemic. The time and resources dedicated to this response impacted health department activities and finances in every way, and likely will have a similar impact on 2022. As of March 3, 2022, COVID-19 has hospitalized 462 people in Highland County, and 173 people have died. Over 10,000 people have been sick, which is likely to be a significant undercounting of the true disease impact on the community.

## Contents

<b>Board of Health and Health Department Staff</b>	<b>Pg. 3</b>
<b>Financial Report</b>	<b>Pg. 4</b>
<b>Environmental Health Report</b>	<b>Pg. 6</b>
<b>Public Health Nursing Report</b>	<b>Pg. 8</b>
<b>Vital Statistics Report</b>	<b>Pg. 10</b>

**Highland County Health Department  
2021 Annual Report**

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**Board of Health Members**

<b>Original Appointment Date</b>	<b>Members</b>	<b>Current Term Expires</b>
2014	John Holt (President)	March 31, 2022
2001	Robert McCray (Vice President)	March 31, 2026
2020	Tim Parry	March 31, 2024
2016	Dr. Julie Karnes	March 31, 2023
2016	Craig Edgington	March 31, 2025

**Health Department Staff as of 2/28/2021**

<b>Name</b>	<b>Title</b>
Jared Warner, MEM, REHS	Health Commissioner
Richard Mizer, MD	Medical Director
Anna McCoppin, REHS	Director of Environmental Health
Bonnie Rusch, BS, RN	Director of Nursing
Chasidy Davis, RN	Public Health Nurse
Shala Schutte, RN	Public Health Nurse
Kristen Quenneville	Public Health Nursing Admin
Shirley Cox	Registrar / Receptionist
Chris Shope, REHS	Environmental Health Specialist
Philip Webb, REHS	Environmental Health Specialist
Cassandra Hudnell, REHSIT	Environmental Health Specialist – In Training
Courtney Hall, REHSIT	Environmental Health Specialist – In Training
Hannah Guilkey	Special Projects Coordinator
Connie Page	Fiscal Officer
Brittane Dance, MBA	Emergency Response Coordinator

**Highland County Health Department  
2021 Annual Report**

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## **2021 Fiscal Report**

Traditional revenue generating activities were greatly reduced this year due to COVID-19, but the health department was able to successfully apply for and receive large amounts of COVID-19 funding from the Ohio Department of Health. COVID-19 funding was used to replace salary costs to cover COVID-19 response efforts, which allowed the health department to offset already budgeted expenses to a large degree.

The influx of COVID-19 response funding, combined with a replacement levy passed in the spring of 2020, and a renewal of an existing levy in late 2020, have provided the health department in the best financial shape it has seen in years.

Moving forward, the health department must continue this positive momentum by being fiscally conservative, continuing to actively pursue grant funding, and continuing to look for community partnerships to support public health efforts.

### **Health Department General Fund**

<b>January 1, 2021 Beginning Balance:</b>	<b>\$618,241</b>
<b>Revenue Sources</b>	
Levy and Inside Millage:	\$874,947
Operating Revenue:	\$236,396
Grant Funds:	\$588,827
<b>Total Revenue:</b>	<b>\$1,700,169</b>
<b>Total Expenditures:</b>	<b>\$1,349,384</b>
<b>Ending Balance Dec. 31, 2021:</b>	<b>\$969,026</b>

### **Health Department Special Funds**

**(Food, RV/Parks, Swimming Pools, Private Water, Capital Improvement Funds)**

<b>January 1, 2021 Beginning Balance:</b>	<b>\$163,429</b>
<b>Total Revenue:</b>	<b>\$63,403</b>
<b>Total Expenditures:</b>	<b>\$67,641</b>
<b>Ending Balance Dec. 31, 2021:</b>	<b>\$159,191</b>

<b>Starting Balance January 1, 2021, All Funds:</b>	<b>\$781,670</b>
<b>Ending Balance December 31, 2021, All Funds:</b>	<b>\$1,128,216</b>
<b>Net Profit/Loss 2021, All Funds:</b>	<b>\$346,546</b>

All health department financial activity is reviewed and accounted for monthly at the Board of Health meeting. This information, as well as the Auditor of State Financial Report, is available upon request.

**Highland County Health Department  
2021 Annual Report**

**2021 Environmental Health Division Report**

Anna McCoppin, REHS Director of Environmental Health

The Environmental Health (EH) Division works to improve and protect the environment that people live in. The EH Division inspects food operations, household sewage, nuisance complaints, private water systems, and many other areas that directly impact community health.

<b>Private Water Systems</b>	<b>2021</b>
Inspections	16
Consultations	46
Completed	12
Sealed	2

<b>Water Samples</b>	<b>2021</b>
Total Samples	72

<b>Animal Bites</b>	<b>2021</b>
Number Reported - Dogs	55
Number Reported - Other	14
Investigations	64
Consultations	124
Heads to Lab	3
Positive for Rabies	0

<b>Food Service</b>	<b>2021</b>
Inspections	604
Consultations	1090

<b>Nuisances</b>	<b>2021</b>
Reported	113
Inspections	298
Consultations	279
Abated	64

<b>Sewage Systems</b>	<b>2021</b>
Inspected	118
Consultations	1,467
Completed	49
Site Evaluations	102
Minor and Large Lot Subdivisions Approved	51
Operation and Maintenance Permits	120

<b>Schools</b>	<b>2021</b>
Inspections	30
Consultations	75

<b>Resident Camps</b>	<b>2021</b>
Inspections	5
Consultations	25

<b>Body Art</b>	<b>2021</b>
Inspections	15
Consultations	55

<b>RV Parks and Camps</b>	<b>2021</b>
Inspections	22
Consultations	69

<b>Swimming Pools</b>	<b>2021</b>
Inspections	21
Consultations	46



Highland County Health Department  
2021 Annual Report

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<b>Permits and Licenses Issued</b>	<b>2021</b>
Food Service Total	240
Private Water Systems	12
Private Water Alteration	1
Private Water System Sealing	2
Sewage Treatment System	46
Sewage System Alteration	2
Sewage System Installer	31
Sewage System Service Provider	15
Septage Hauler	14
RV Parks and Camps	9
Resident Camp	5
Swimming Pool	9
Body Art	8

**Highland County Health Department  
2021 Annual Report**

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**Public Health Nursing Division Report**

Bonnie Rusch, BS, RN Director of Nursing

The Public Health Nursing Division works to improve and protect the health of Highland County residents through a variety of programs. The Nursing Division provides communicable disease tracking, epidemiology, health education, immunization clinics, health screening, and many other services to the community.

**2021 Public Health Nursing Activity Report**

<b>Report Item</b>	<b>2021</b>
Office Visits	11,871
Phone Calls	5,947
Pregnancy Tests	3
Children Services Exam	1
Newborn Screening	1

Total Visits	114
Children Immunizations	37
Adult Immunizations	76

<b>Immunizations Given (Totals)</b>	<b>13,038</b>
Children Immunizations	2,135
Adult Immunizations	10,379
Adult Influenza	522
Adult Pneumonia	2

<b>Care-A-Van (Totals)</b>	<b>2021</b>
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**Bureau of Children with Medical Handicaps**

<b>BCMh Program</b>	<b>2021</b>
Home Visits	2
Office Visits	2
Active Cases	134

Highland County Health Department  
2021 Annual Report

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2021 Disease Reporting

<b>Disease</b>	<b>Total Cases</b>
COVID-19	5,266
Campylobacteriosis	14
Chlamydia	84
Cryptosporidiosis	2
E. Coli	2
CP CRE	5
Gonococcal	13
Hepatitis A	4
Hepatitis B	25
Hepatitis C	81
Lyme Disease	5
Meningitis - Aseptic/Viral	1
Spotted Fever Rickettsiosis, Including Rocky Mountain Spotted Fever (RMSF)	1
Salmonella	6
Syphilis	3
Varicella	3
Other	11
<b>Total</b>	<b>5,526</b>

**Highland County Health Department  
2021 Annual Report**

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## **Vital Statistics Division Report**

The Vital Statistics Division is responsible for maintaining and managing official records and documentation related to births and deaths in Highland County.

<b>Highland County Births</b>	<b>2021</b>
Total Births	217

<b>Highland County Deaths</b>	<b>2021</b>
Total Deaths	433
Suicides	7
Accidents	25
Homicides	2

<b>Leading Causes of Death in Highland County</b>	<b>2021</b>
Cardiac Related	126
Cancer	89
Respiratory	109
Alzheimer's / Dementia	37

<b>Certified Copy Type</b>	<b>2021</b>
Births Certified from HCHD	2,010
Deaths Certified from HCHD	1,313
Total	3,323

# District Advisory Council - March 16, 2022

## Health Commissioner's Report

### 2021 Financial Report

The health department was able to successfully apply for and receive approximately \$380,000 of COVID-19 funding in 2021 to help offset additional expenses and revenue loss in several programs. Our primary focus was to use COVID-19 funding to cover existing staff salary costs as they responded to COVID-19. COVID-19 funds were also used to continue upgrading health department infrastructure, including phones, internet, internal networks, and other components.

This COVID-19 funding has offset the loss of revenue seen in our nursing and environmental health programs. Nursing continues to see approximately a 40% reduction in traditional revenue sources. The Environmental Health Division has seen approximately an 8% reduction in revenue. The only area where we continue to see revenue growth is in the Vital Statistics division. This is due primarily to the new driver's license program that requires a certified birth certificate. Vital Statistics has seen approximately a 10% increase in income over the past 2 years.

Moving forward, the health department must continue this positive financial momentum by being fiscally conservative, continuing to actively pursue grant funding, and continuing to look for community partnerships to support public health priorities.

I expect significant discussion regarding the future of public health as our nation begins to analyze the successes and failures of the public health system's COVID-19 response.

#### Health Department General Fund

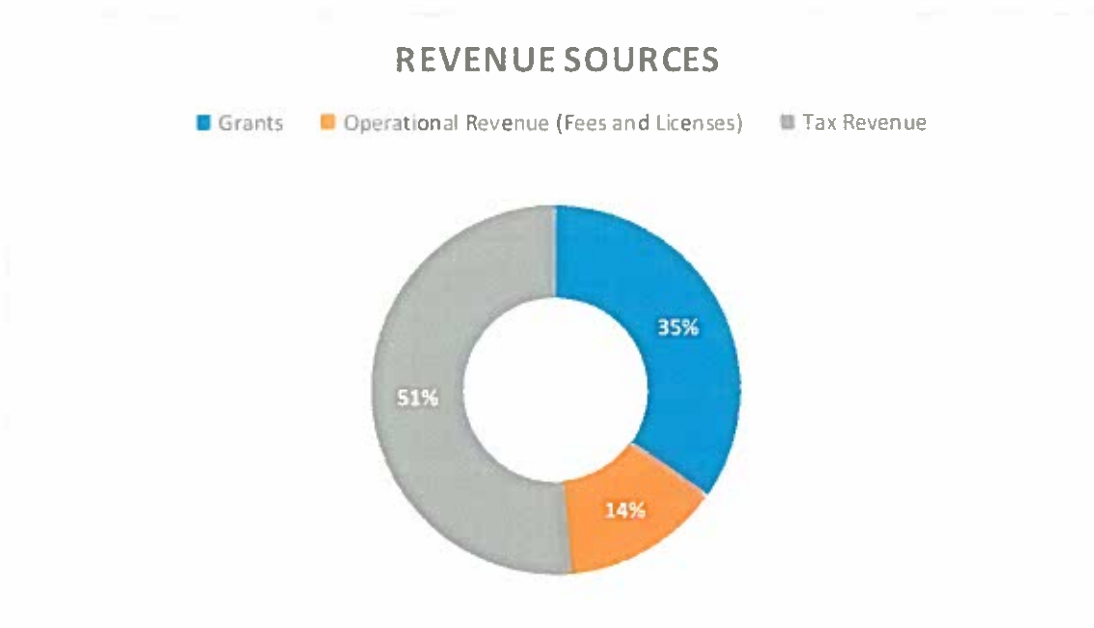
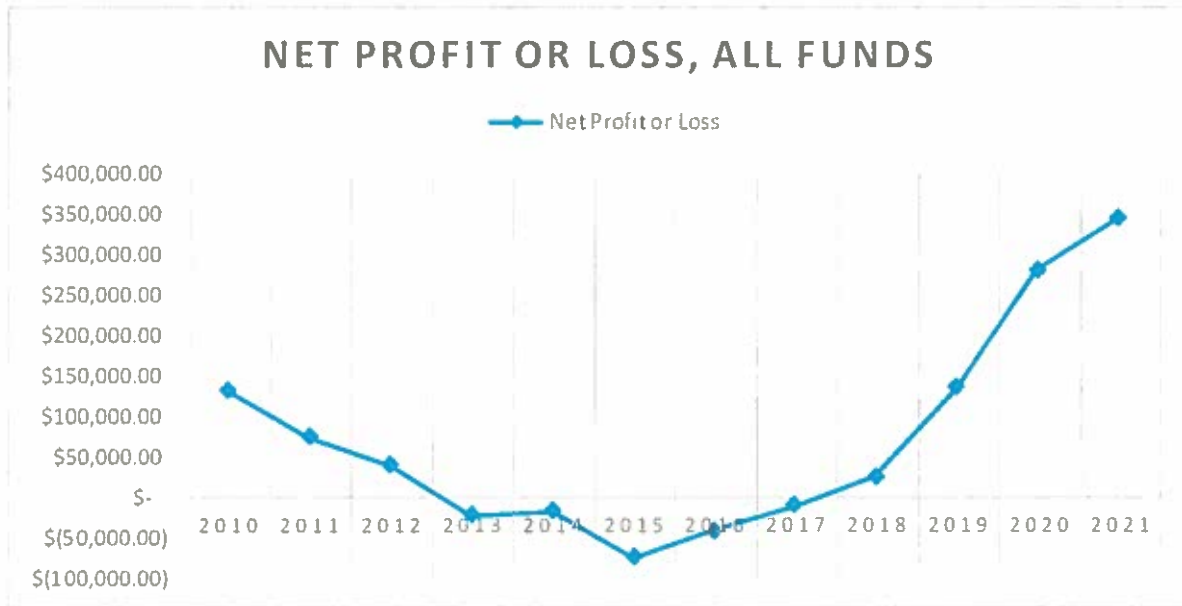
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#### Health Department Special Funds

(Food, RV/Parks, Swimming Pools, Private Water, Capital Improvement Funds)

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<b>Net Profit/Loss 2021, All Funds:</b>	<b>\$346,546</b>



## **Program Updates**

The health department continues to pursue grants and funding opportunities that will support our mission and improve our financial situation.

### **Opiate and Substance Abuse Grant – Partnership with University of Cincinnati (UC)**

We have worked with UC and Highland District Hospital and a federal grant that they received to support increased availability of HIV and Hepatitis C testing, provide health education in the community, and to support other disease investigation and monitoring efforts. This has the potential to supplement some existing staff costs. For the last 2 years, COVID-19 has placed this project on hold as we focus on pandemic related issues. We hope to get back into this project again soon with some more significant activity.

### **COVID-19 Grants**

COVID-19 funding was provided as federal pass-through dollars as well as direct state subsidies in 2021 for a total of approximately \$380,000. Every effort was made to utilize this funding to replace or supplement existing staff costs, and to follow a “Dual Use” purchase philosophy. Items purchased for COVID-19 response will have a future use for general health department operations, long after our COVID-19 response has ended.

### **PHAB Accreditation Process Continues**

The health department has completed its site visit and is in the process of completing items identified in the site visit as needing additional development. A second site visit will occur in September 2022 to review the progress made towards these areas.

### **Miscellaneous**

- The health department has partnered with the County Commissioners to fund a dedicated nuisance investigator position for 2022.
- In the process of implementing new financial management software.
- New Care-A-Van purchased with COVID-19 funding.
- Combined office entry way developed.
- Continued improvement of technology infrastructure.
- Many other upgrades and improvements.

## COVID-19 2021 Highlights

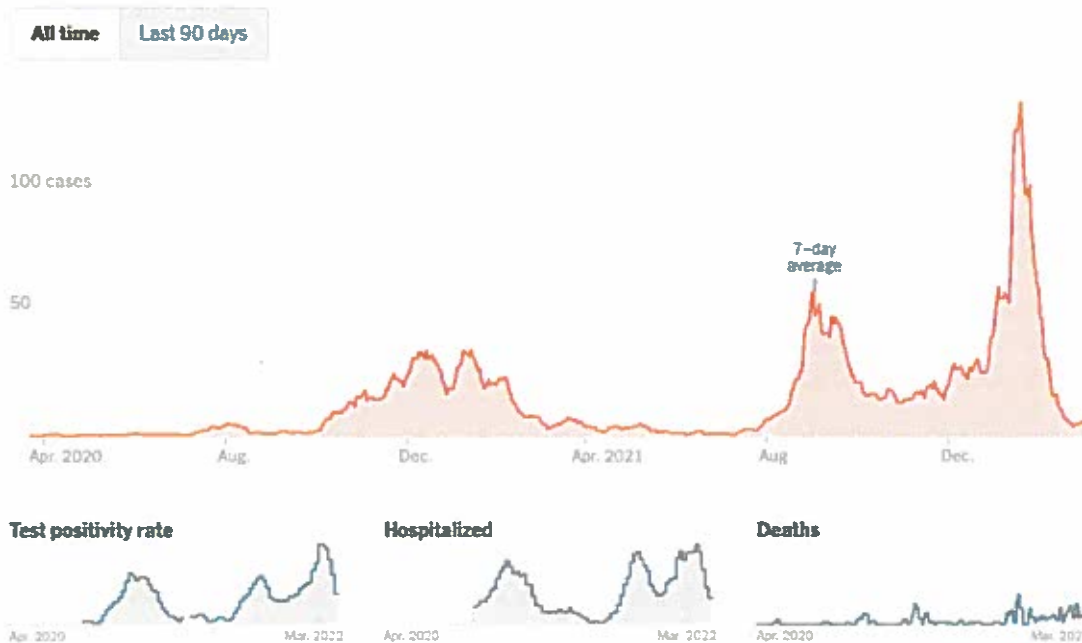
### Case Levels

2021 brought Highland County the highest case counts of COVID-19 that we had seen so far. This was due to the highly infectious Omicron Variant, which first began impacting the community in December 2021. Prior to the Omicron surge, the county experienced a Delta variant surge in August and September of 2021.

We continue to reach out to every new case of COVID-19 that we identify in our community. Participation with the health department in isolation and quarantine is optional. Our health department adopted this “opt-in” approach several months earlier than the Ohio Department of Health, who later chose to adopt the same contact tracing policy. This change in approach was based on decreased severity of Omicron and increased availability of vaccines, as well as other factors.

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### New reported cases

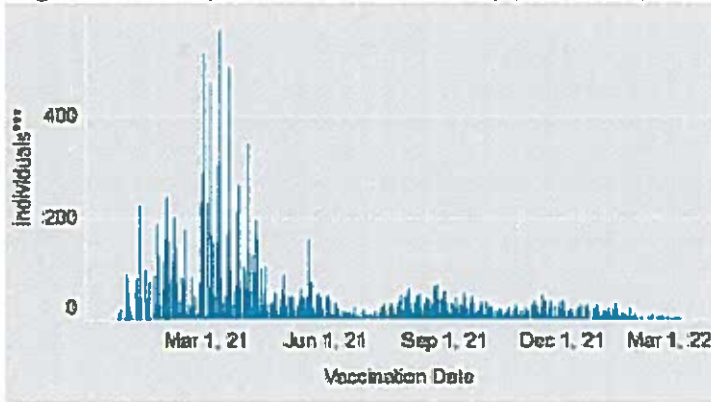


### Vaccinations

COVID-19 Vaccines faced a difficult start initially, with very limited vaccine and lots of interested people. This changed in mid-April of 2021, when vaccine became available in large amounts for our community, while interest dropped off for vaccines.

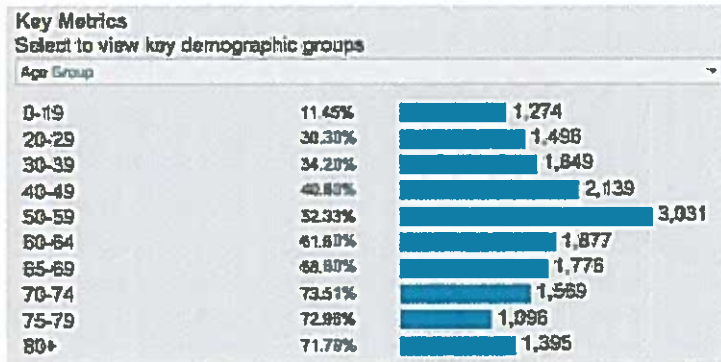


### Highland County Vaccinations Per Day (3/7/2022)



Once large amounts of vaccine began to be available, the health department partnered with the Highland County YMCA, Highland District Hospital, Highland County EMA, Paint Creek Joint Fire and EMS, Highland County Community Action Organization, Southern State Community College, Highland County Board of DD, and other partners to host large scale mass dispensing clinics at the YMCA in late winter and early spring. The health department has provided over 10,000 COVID-19 vaccines to Highland County residents in 2021.

### Highland County Vaccination Rates by Age (3/7/2022)



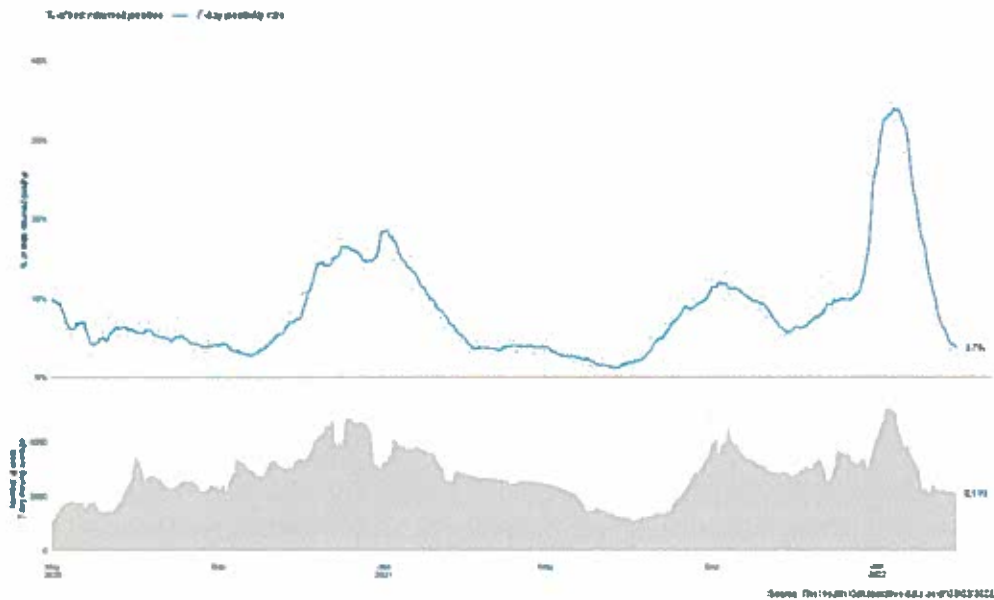
The health department also partnered with local schools, the MRDD board, and local businesses to offer special vaccination events at their facilities in order to help people have vaccine access.

Current overall COVID-19 vaccination rates are just over 40%.

### Binax Now COVID-19 Rapid Antigen Test Kits

COVID-19 Rapid Antigen Test Kits have been distributed to several local businesses and schools for use with their populations. Kits are also available to the public from any Highland County Library branch and from Highland County Community Action. Over 25,000 kits have been distributed by the health department and Highland County EMA over the past year.

Percentage of test results returned positive in 14 county region



### Conclusion

The Highland County Health Department is financially stable for the first time since I started as Health Commissioner in late 2014. We plan to continue using available COVID-19 funds to cover existing staff time as they work on COVID-19 response.

The health department is also fully staffed for the first time in a long time, and we are in the process of restarting many of our normal public health programs as our pandemic response winds down. Our focus for the next year will be on health education and prevention, promoting childhood immunizations, substance abuse prevention, suicide prevention, and other programs aimed at addressing the most significant health issues that face our community.

Sincerely,

Jared Warner, MEM, RS  
Health Commissioner  
Highland County Health Department

## 2022 YTD Comparison - Feb

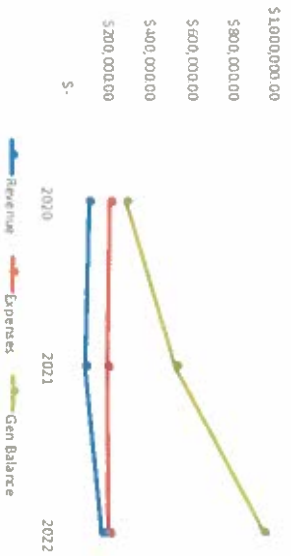
YTD Budget Comparison	2020	2021	2022	2021-2022 Difference
Revenue	\$ 96,718.63	\$ 79,146.41	\$ 157,369.71	\$ 78,223.30
Expenses	\$ 195,747.59	\$ 183,025.53	\$ 188,485.36	\$ 5,459.83
Gen Balance	\$ 275,967.87	\$ 513,607.38	\$ 937,911.19	\$ 424,303.81
RV Balance	\$ 11,132.52	\$ 13,938.59	\$ 14,649.79	\$ 711.20
Swimming Balance	\$ 4,457.87	\$ 6,666.28	\$ 6,296.02	\$ (370.26)
Food Balance	\$ 70,239.64	\$ 72,865.74	\$ 70,916.50	\$ (1,949.24)
Water Balance	\$ 11,923.65	\$ 17,746.79	\$ 19,394.86	\$ 1,648.07
Capital Balance	\$ 61,619.86	\$ 61,619.86	\$ 61,619.86	\$ -
Total Cash on Hand	\$ 435,341.41	\$ 686,444.64	\$ 1,110,788.22	\$ 424,343.58

February Total Cash on Hand



As of Feb 2022 YTD we are -\$31,115.65 in General Fund Revenue vs. Expenses  
 Total Cash on Hand Balance is +\$424,343.58 compared to this time in 2021.

2021 to 2022 February Comparison



February Special Funds Balance

