

Highland County Board of Health

Tuesday March 19, 2019

Agenda

1. Call to Order
2. Roll Call
3. Continuing Education – Steve Parker, Commercial Plumbing
4. Variance Request – 104 Woodland Dr. Hillsboro (Matthew Peters)
5. PHAB update
6. Review - Act on minutes for the month of February, 2019
7. Review - Act on bills February 19, 2019 to March 19, 2019
8. Legislation Review
9. Annual Report – Program and Financial Reports
10. Open Discussion
11. Adjourn

MINUTES

BOARD OF HEALTH MEETING
HIGHLAND COUNTY, OHIO

Tuesday, February 19, 2019

The Highland County General Health District Board of Health held its February, 2019 meeting on February 19, with the following members present:

Mr. Rob McCray
Dr. Julie Karnes
Mr. Craig Edgington

1. Call to Order

The meeting was called to order by Mr. McCray at 5:30PM.

2. Roll Call

The following individuals were present at the meeting:

Mr. Rob McCray
Dr. Julie Karnes
Mr. Craig Edgington
Anna McCoppin, Director of Environmental Health
Connie Page, Fiscal Officer
Jared Warner, Health Commissioner

3. 9564 Black Rabbit Rd., Leesburg, OH - HSTS Holding Tank Resolution - Sewage variance request

Ms. McCoppin presented a proposed variance to allow a property owner to use a septic tank for wastewater storage until the weather improved enough to allow full system installation. Mr. Edgington made a motion to approve the variance request with the stipulation that septic pump receipts must be submitted to the health department monthly until the system fully installed. Dr. Karnes seconded the motion. Motion carried unanimously.

4. PHAB Update

Mr. Warner provided an update on PHAB activities. A new Community Health Assessment process is underway. A final draft survey has been submitted for workgroup review.

5. Review – Act on minutes for January, 2019

Mr. Edgington made a motion to approve the January 2019 Minutes. Dr. Karnes seconded the motion. Motion carried unanimously.

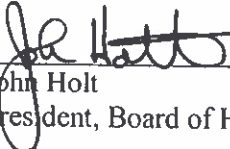
6. Review – Act on Bills for January 15 – February 19, 2019
Ms. Page provided a list of bills for January 15 – February 19, 2019. After discussion, Dr. Karnes made a motion to approve the bills. Mr. Edgington seconded the motion. Motion carried unanimously.
7. Legislation Review - RFSAC Review of Dogs on patio Rules, SB 302 Health and Equity in All Policies, HB 65 Food Surveys
 - a. Mr. Warner presented a brief overview of the ongoing work related to the new dogs on the patio legislation in Ohio, Health and Equity legislation, and Food Survey work.
8. Open Discussion

EH Technician – Mr. Warner provided an update on the EH Technician hiring process. Dr. Karnes made a motion to approve the hire of Zachary McClurg as EH Technician at a rate of \$13.50 per hour. Mr. Edgington seconded the motion. Motion carried unanimously.

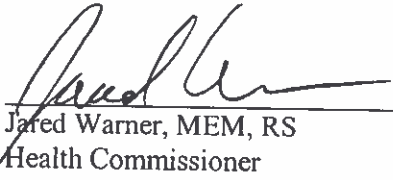
May 2019 Levy – Mr. Warner provided an update on Levy activities and the process for approving the ballet language.

Opiate Grant potential – Mr. Warner updated the board on a potential grant opportunity and partnership with the University of Cincinnati for an opiate and substance abuse prevention grant.

Director of Nursing Position – Mr. Warner updated the BOH on the DON position plans. After Discussion, Mr. Edgington made a motion to approve the advertisement of the DON position with a salary range of \$49,400 to \$59,283, or \$25 to \$30 an hour. Dr. Karnes seconded the motion. Motion carried unanimously.
9. Adjourn
Dr. Karnes made a motion to adjourn the meeting. Mr. Edgington seconded the motion. Motion carried unanimously. Meeting was adjourned at 6:45 PM.



John Holt
President, Board of Health



Jared Warner, MEM, RS
Health Commissioner
Secretary, Board of Health

| Estimated Health Salary Costs for March | | Actual Health Salary Costs for February | |
|---|--------------------|---|--------------------|
| Item | Cost | Item | Cost |
| Salaries | \$38,516.14 | Salaries | \$38,516.14 |
| PERS - Employer Pickup | \$707.72 | PERS - Employer Pickup | \$707.72 |
| PERS - Monthly Contributions | \$5,326.71 | PERS - Monthly Contributions | \$5,326.71 |
| Medicare | \$531.50 | Medicare | \$531.50 |
| Medical Mutual | \$7,753.35 | Medical Mutual | \$7,753.35 |
| Total Estimated | \$52,835.42 | Total | \$52,835.42 |

| Health Expenses to be Paid | | | |
|-----------------------------------|-------------|---|-------------|
| Payee | Cat. Number | Item | Cost |
| SOS | E2 | Toner for printer, file folder frames | \$ 133.51 |
| GSK | E2 | Vaccines | \$ 2,623.37 |
| Sanofi Pasteur Inc. | E2 | Vaccines | \$ 1,659.09 |
| Fifth Third Bank | E2 | Office supplies ordered on credit card (bankers boxes and appointment book) | \$ 54.75 |
| Jani Chem | E2 | Toiletry supplies | \$ 115.98 |
| Time Warner Cable/Spectrum | E5 | Internet | \$ 109.99 |
| ComDoc | E5 | Maintence & Usage fees | \$ 232.81 |
| Mitchell & McCormick Inc | E5 | Medical Billing Invoices (FKA UPP) | \$ 125.00 |
| AT&T | E5 | Caravan Hot Spot | \$ 57.23 |
| Environmental Control | E5 | Office Cleaning | \$ 225.00 |
| HCFR Inspections, LLC | E5 | Plumbing Permit Remits | \$ 1,395.00 |
| Highland District Hospital | E5 | Lab Testing | \$ 272.75 |
| Charter Communications/Spectrum | E5 | Phone Service | \$ 353.23 |
| Thomas Ritter OD, Inc | E5 | Vision Clinic | \$ 500.00 |
| Greystone | E5 | Quarterly Security Pmt and troubleshooting | \$ 224.00 |
| Sherwood Auto and Camper | E7 | Repair Vent Lid of trailer | \$ 67.99 |
| Treasurer, State of Ohio | E7 | Midwest Workshop - Philip Webb | \$ 60.00 |
| Treasurer, State of Ohio | E7 | Midwest Workshop - Chris Shope | \$ 60.00 |
| Treasurer, State of Ohio | E7 | Midwest Workshop - Zach McClurg | \$ 20.00 |
| AOHC | E7 | Conference Registration Fee | \$ 250.00 |
| Chris Shope | E7 | Reimburse for marker flags | \$ 23.57 |
| Barbara Eaglin | E7 | February Mileage | \$ 30.16 |
| Zach McClurg | E7 | February Mileage | \$ 205.40 |
| Chris Shope | E7 | February Mileage | \$ 210.08 |
| Anna McCoppin | E7 | February Mileage | \$ 5.20 |
| Philip Webb | E7 | February Mileage | \$ 20.28 |
| Brittane Dance | E7 | February Mileage | \$ 204.36 |
| Civitas Media - Ohio | E9 | Annual Financial Report Notice | \$ 21.00 |
| Treasurer, State of Ohio | E17 | Sewage Remits | \$ 218.00 |
| Ohio Division of Real Estate & PL | E17 | Burial Permits | \$ 2.50 |
| Highland County Sherrifs Dept | E17 | Background checks | \$ 30.00 |

| Full amount | Discount | |
|-------------|----------|----------|
| \$2,676.30 | \$ 52.93 | 2,623.37 |
| \$1,727.61 | \$ 68.52 | 1,659.09 |

| | |
|---|--------------------|
| Total General Health Expenses from 2/20/19 - 3/19/19 | \$ 9,510.25 |
|---|--------------------|

| Restaurant Expenses to be Paid | | | |
|---|-------------|------------------|--------------------|
| Category | Cat. Number | Item | Cost |
| Treasurer, State of Ohio | G2 | FSO Remits | \$ 1,934.00 |
| Treasurer, State of Ohio | G2 | RFE Remits | \$ 1,596.00 |
| Philip Webb | G3 | February Mileage | \$ 218.40 |
| Anna McCoppin | G3 | February Mileage | \$ 87.88 |
| Total Restaurant Expenses from 2/20/19 - 3/19/19 | | | \$ 3,836.28 |

| Private Water Expenses to be Paid | | | |
|--|-------------|----------------------|------------------|
| Category | Cat. Number | Item | Cost |
| Masi Labs | S83 | Water Sample Testing | \$ 232.19 |
| Anna McCoppin | S87 | February Mileage | \$ 15.60 |
| Philip Webb | S87 | February Mileage | \$ 15.60 |
| Zach McClurg | S87 | February Mileage | \$ 9.88 |
| Total Private Water Expenses from 2/20/19 - 3/19/19 | | | \$ 273.27 |

| Swimming Pool Expenses to be Paid | | | |
|--|-------------|-----------------------|-------------|
| Category | Cat. Number | Item | Cost |
| Salaries | E01 | Employee Salaries | |
| PERS | E10 | Monthly Contributions | |
| Medicare | E08 | Employer Medicare | |
| Workers Comp | E11 | Workers Comp | |
| Anna McCoppin | E07 | January Mileage | \$ - |
| Philip Webb | E07 | January Mileage | |
| Treasurer, State of Ohio | E03 | Pool License Remits | \$ - |
| Total Swimming Pool Expenses from 2/20/19 - 3/19/19 | | | \$ - |

| RV Park Expenses to be Paid | | | |
|--|-------------|-----------------------|-------------|
| Category | Cat. Number | Item | Cost |
| Salaries | | Employee Salaries | |
| PERS | | Monthly Contributions | |
| Medicare | | Employer Medicare | |
| Treasurer, State of Ohio | E2 | Campground remits | \$ - |
| Workers Comp | E1 | Workers Comp | \$ - |
| Kyle Arn | E03 | January Mileage | |
| Anna McCoppin | E03 | January Mileage | |
| Total RV Park Expenses from 2/20/19 - 3/19/19 | | | \$ - |

| Fund | 2/1/2019 | Feb. Reciepts | Feb. Expenses | 2/28/2019 |
|------------------------|---------------------|--------------------|--------------------|---------------------|
| General Health Fund | \$209,495.75 | \$35,324.94 | \$73,790.66 | \$171,030.03 |
| R/V Trailer Parks Fund | \$7,655.88 | | | \$7,655.88 |
| Swimming Pool Fund | \$2,627.16 | | | \$2,627.16 |
| Restaurant Fund | \$15,542.01 | \$32,918.50 | \$3,229.34 | \$45,231.17 |
| Private Water Funds | \$8,448.86 | \$425.23 | \$942.06 | \$7,932.03 |
| Capital Improvements | \$61,619.86 | | | \$61,619.86 |
| Totals | \$305,389.52 | \$68,668.67 | \$77,962.06 | \$296,096.13 |

HCHD ENVIRONMENTAL HEALTH DIVISION ACTIVITY REPORT

| | | | |
|--------|-------------------------|-------|------|
| Name: | COMBINED DIVISION STATS | | |
| Month: | FEBRUARY | Year: | 2019 |

SEWAGE PROGRAM

| | | | | | | |
|-----|-----------------------------------|--|--|--|---|--------------------------------------|
| 135 | Sewage Consultations | | | | 3 | Installer Registration |
| | WPCLF Grants Closed | | | | 0 | Septage Hauler Registration |
| 2 | Lot Splits/Minor Sub: Approved | | | | 1 | Service Provider Registration |
| | Lot Splits/Minor Sub: Disapproved | | | | 3 | Pending applications:lacking compone |

| TOWNSHIP | STDOM Inspections | Site Eval. Insp. | Final and 12 Month Insp | Completed Finals | Site Eval Completed | Installation Permit | Replacement Permit | Alteration Permit | STDOM Permits Issued |
|---------------|-------------------|------------------|-------------------------|------------------|---------------------|---------------------|--------------------|-------------------|----------------------|
| Brush Creek | | 1 | 1 | 1 | | | | | 1 |
| Clay | | | 1 | | | | | | |
| Concord | | | | | | | | | 1 |
| Dodson | | | 1 | | | | | | |
| Fairfield | 3 | | | | | | | | |
| Hamer | 1 | | 1 | | | | | | 2 |
| Liberty | 9 | | 6 | 4 | 2 | 1 | | 1 | 4 |
| Jackson | 3 | | | | 1 | | | 1 | 1 |
| Madison | 2 | 1 | | 1 | | | | | 1 |
| Marshall | 6 | 1 | 2 | | | | | | 1 |
| New Market | 1 | | 1 | | | 1 | | | 1 |
| Paint | 2 | | | | | | | | 1 |
| Penn | | | | | | | | | 1 |
| Salem | | | | | | | | | 1 |
| Union | | | | | | | | | |
| Washington | | 1 | | | | | | | |
| White Oak | | | | | | | | | 1 |
| TOTALS | 27 | 4 | 13 | 6 | 3 | 2 | 0 | 2 | 15 |

PRIVATE WATER SYSTEM (PWS) PROGRAM

| | PWS (new) | PWS (Other) | Public Water Supplies | Totals | Water Samples | MMO-MUG: | QT: | OTHER: | Total Samples |
|-----------------|-----------|-------------|-----------------------|--------|---------------|---------------|-------------------|--------|---------------|
| Inspections | 1 | | | 1 | # Taken | 1 | 3 | 1 | 5 |
| Consultations | 4 | 24 | 1 | 29 | # Safe | 1 | 3 | | 4 |
| Approved | | | | 0 | # Unsafe | | | | 0 |
| Disapproved | | | | 0 | | | | | |
| New Permits | | | | 0 | | | | | |
| Alt. Permits | | | | 0 | | | | | |
| Sealing Permits | | | | 0 | | | | | |
| | | | | | | Water Haulers | | | |
| | | | | | | 0 | Registrations | | |
| | | | | | | 2 | Truck Inspections | | |
| | | | | | | 1 | Consultations | | |

| FOOD PROGRAM | | | | | | | | |
|----------------------------|------|---------------|---------------|--------------------|---------------|---------------|-------------|------------|
| Licenses Issued | | FSO Risk I-IV | RFE Risk I-IV | Vending | Temporary FSO | Temporary RFE | Mobile FSO | Mobile RFE |
| Commercial | | 47 | 56 | 12 | 0 | 0 | 4 | 1 |
| Non-Commercial | | 31 | 0 | n/a | 0 | 0 | n/a | n/a |
| | Risk | Vending | Micro-Markets | Temporary FSO/RFEs | Mobiles | NonHC-Mobiles | Summer Feed | Total |
| Plan Review Received | | | | | | | n/a | 0 |
| Inspections (All types) | 204 | | | | | | | 204 |
| Consultations | 151 | 15 | 2 | | 5 | | | 173 |
| Foodborne Outbreaks | | | | | | | | |
| Reported | | | | | | | | 0 |
| Consultations | | | | | | | | 0 |

| ADDITIONAL ENVIRONMENTAL HEALTH PROGRAMS | | | | | | | | |
|---|----------|-------------|-------|----------------|----------------|---------------------|----------------|----------------------|
| | Body Art | Campgrounds | Jails | Resident Camps | School Program | Solid Waste Program | Swimming Pools | Day Care - Requested |
| Licenses/Approvals | | | n/a | | n/a | | | n/a |
| Temporary/Time-Limited | | | n/a | n/a | n/a | n/a | n/a | n/a |
| Inspections | | | | n/a | | | | |
| Consultations | | 9 | | | 28 | 3 | | |
| Plan Review | | | n/a | | n/a | n/a | n/a | n/a |

| Specialty Consultations | | Animal Bites | | Nuisances | |
|--------------------------------|-----------------|---------------------|---------------------|------------------|---------------|
| | Bed Bugs | 4 | #r Reported - Dogs | 8 | Reported |
| | Carbon Monoxide | 3 | # Reported - Others | 1 | Abated |
| | Formaldehy | 6 | Investigations | 32 | Consultaitons |
| | Lead in Water | 16 | Consultations | 9 | Inspections |
| | Lead Paint | | Heads to Lab | | |
| 2 | MHP | | Positive | | |
| | Mold | | | | |
| | Radon | | | | |
| | Other | | | | |

| DATE | ENVIRONMENTAL STAFF MEETINGS AND TRAININGS |
|------------|---|
| | Survey Results from OEPA - received - survey was 11/15/2018 |
| 7-Feb | Staff Meeting - Anna, Chris, Phil, Zach |
| 5-Feb | PHAB Meeting - Anna |
| 2/1 & 2/15 | Sewage Committee Meeting - Anna, Chris |
| 19-Feb | BOH Meeting |

Highland County General Health District
Reported Animal (Mammal) Bite/Rabies Exposure Events

For Year: 1/1/2018 - 1/1/2019

Person Completing Form: Anna McCoppin

Phone: 937-393-1941

List health jurisdictions covered below

1 Highland EHS Live _____
 2 _____
 3 _____
 4 _____
 5 _____

Jurisdiction (County, City or Combined) _____

| SPECIES OR ANIMAL GROUP | HUMAN EXPOSURE EVENTS | | 3. OTHER RABIES EXPOSURE EVENTS | 4. TOTAL EVENTS | 8. TOTAL PERSONS STARTING PEP | 7. ANIMALS TESTED | 8. LAB RESULTS | |
|-------------------------|-----------------------|-------------|---------------------------------|-----------------|-------------------------------|-------------------|----------------|----------|
| | 1. BITES | 2. NON-BITE | | | | | POSITIVE | NEGATIVE |
| Bat | 0 | 0 | 2 | 2 | 0 | 0 | 0 | 0 |
| Cat | 0 | 0 | 15 | 15 | 0 | 2 | 0 | 2 |
| Dog | 0 | 0 | 50 | 50 | 0 | 0 | 0 | 0 |
| Other domestic | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 |
| Raccoon | 0 | 0 | 2 | 2 | 0 | 0 | 0 | 0 |
| stray Cat | 0 | 0 | 5 | 5 | 0 | 0 | 0 | 0 |
| stray Dog | 0 | 0 | 3 | 3 | 0 | 0 | 0 | 0 |
| wild Unavailable | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 |
| wild Cat | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 |
| TOTAL | 0 | 0 | 80 | 80 | 0 | 2 | 0 | 2 |

Electronic submission of the excel by e-mail is preferred.

Please name the file with your health department name before submitting

In columns 1, 2, 3, 5 and 6, enter a number or zero. Count each event only once.

See the Animal Bite Survey Instructions file for definitions of events and exposures

Please return by February 8 to:

ORBIT

Bureau of Infectious Diseases

Ohio Department of Health

35 E Chestnut St., 6th Floor

Columbus, OH 43215

E-mail: orbit@odh.ohio.gov

Fax: (614) 564-2456

Highland County General Health District
Public Health Nursing Report
February 2019

A. OFFICE

| | |
|-------------------------|-----|
| Office Visits | 147 |
| Phone Calls | 150 |
| Pregnancy Tests | 0 |
| Lead Tests | 0 |
| Children Services Exams | 2 |
| Newborn Screenings | 0 |
| Lice Checks | 11 |
| PPD Skin Tests | 16 |
| PHN Visits | 0 |
| Tick Collections | 0 |

B. CARE-A-VAN (CAV)

| | |
|---------------------|----|
| CAV Visits | 12 |
| Blood Glucoses | 1 |
| Blood Pressures | 1 |
| Lab Draws | 1 |
| Child Immunizations | 10 |
| Adult Immunizations | 0 |

C. IMMUNIZATIONS

| | |
|---------------------|-----|
| Child Immunizations | 109 |
| Adult Immunizations | 6 |
| Adult Influenza | 26 |
| Adult Pneumonia | 0 |

D. SPECIALITY CLINICS

| | |
|--------------------|----------------------------|
| Senior Citizens BP | 12 |
| Walk-In Clinics | |
| 1st Wednesday | |
| AM Total Seen | 6 |
| AM Total Imm | 16 |
| PM Total Seen | 17 |
| PM Total Imm | 31 |
| 2nd Wednesday | |
| Total Seen | 8 |
| Total Imm | 13 |
| 3rd Wednesday | |
| Total Seen | 6 |
| Total Imm | 23 |
| 4th Wednesday | |
| Total Seen | 7 |
| Total Imm | 20 |
| Eye Clinic | |
| Total Seen | 0 No eye clinic this month |
| New | 0 |
| Recheck | 0 |

E. LABORATORY SERVICES

| Test | Number of Tests | HDH Lab Charge per Test | Total HDH Lab Charge | Patient Fee | HCHD Received | Notes |
|------------------------|-----------------|-------------------------|----------------------|-------------|-----------------|-------|
| Hemoglobin A1C | 1 | \$ | 13.22 | \$ 25.00 | \$ 25.00 | |
| Lipid | 14 | \$13.90 | \$183.36 | \$ 30.00 | \$ - | free |
| PTNR | 0 | \$ 5.36 | \$ - | \$ 15.00 | \$ - | |
| CBC with Diff | 0 | \$ 10.59 | \$ - | \$ 25.00 | \$ - | |
| BMP | 1 | \$ 7.55 | \$ 7.55 | \$ 20.00 | \$ 20.00 | |
| Hepatic Function Panel | 1 | \$ 8.61 | \$ 8.61 | \$ 25.00 | \$ 25.00 | |
| PSA | 0 | \$ 25.06 | \$ - | \$ 30.00 | \$ - | |
| Glucose | 0 | \$ 5.35 | \$ - | \$ 10.00 | \$ - | |
| Totals | 17 | | \$ 212.74 | | \$ 70.00 | |

F. COMMUNICABLE DISEASE

| Disease | Total Cases | Note |
|--------------------------|-------------|------|
| Campylobacteriosis | 2 | |
| Chlamydia | 5 | |
| Cryptosporidiosis | 0 | |
| Genococcal | 0 | |
| Hepatitis A | 8 | |
| Hepatitis B | 4 | |
| Hepatitis C | 20 | |
| Hepatitis C | 0 | |
| Influenza Hospital Assoc | 14 | |
| Pediatric Influenza | 1 | |
| Mortality | 1 | |
| Mumps | 1 | |
| Rocky Mountain SP | 0 | |
| Meningitis | 0 | |
| Pertussis/adult | 0 | |
| Streptococcal Group A | 2 | |
| Streptococcal Group B | 0 | |
| TB | 1 | |

Varicella 3

| G BCMH | |
|------------------------|-------------|
| Home Visits | 0 |
| Community Based Visits | 0 |
| Office Visits | 4 |
| PHN Referrals | 0 |
| Active Cases | 117 |
| Billed to Date | \$ 1 240 00 |

February 5, 2019 Barb Eaglin R.N TB testing of Phillip's Insurance agency; 9 seen
February 13, 2019 Katy Lewis R.N Hep A vaccines at the Masl House; 7 seen
February 20, 2019 Barb Eaglin R.N Hep B vaccines at Hobart; 12 seen