

**Highland County Board of Health**  
**Wednesday, December 23, 2020**

Agenda

1. Call to Order
2. Roll Call
3. Review - Act on minutes for the month of November, 2020
4. Review - Act on bills November 19, 2020 to December 23, 2020
5. 2020 Budget Revision
6. Quality Improvement
  - a. Network Upgrade
  - b. Care-A-Van Project
7. COVID-19 Updates
  - a. Case Updates
  - b. Vaccine Update
  - c. Grant Management and Final Funds
8. BOH Officer Selection for 2021
9. Open Discussion
  - a. Small Flow EPA Agreement Update
10. Adjourn

# Combined EH Stats

# NOVEMBER 2020

## I. SEWAGE PROGRAM

	# of Variance Requests		0	Installer Registration (I)
109	Sewage Consultations		24	Year to Date: I
3	Lot Splits/Minor Sub: Approved		0	Septage Hauler Registration (SH)
	Lot Splits/Minor Sub: Disapproved		10	Year to Date: SH
	Grant Jobs Approved		0	SH Truck Inspections
	2019 WPCLF Grants Closed		0	Service Provider Registration (SP)
	2019 Funding 150,000		12	Year to Date: SP
	2020 WPCLF		0	Installer Training/Testing

TOWNSHIP	STSOM Inspections	Site Eval. Insp.	Final and 12 Month Insp	Completed Finals	Site Eval Completed	Installation Permit	Replacement Permit	Alteration Permit	STSOM Permits Issued
Brush Creek	1	1			2				2
Clay	1	1			2				
Concord		1	1	1					1
Dodson	3	4	1		1				
Fairfield			3	1	1				1
Hamer		2			1				
Liberty	1	3	1		3				1
Jackson			1		2				3
Madison	1	1	1	1					2
Marshall									
New Market					1				
Paint		1		1					1
Penn									
Salem									
Union		1							
Washington			2	1			1		12
White Oak									
<b>TOTALS</b>	<b>7</b>	<b>15</b>	<b>10</b>	<b>5</b>	<b>13</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>23</b>

II. Animal Bites	
14	# Reported - Dogs
1	# Reported - Others
10	Investigations
33	Consultations
	Heads to Lab
	Positive

III. Specialty Consultations			
	Bed Bugs	1	Mold
	Carbon Monoxide		Radon
	Formaldehy		PHAB
	Lead in Water	37	COVID Consults
	Lead Paint	42	COVID Complaints
	MHP		Other:

Animal Bite Breakdown								
Type	Events	Human Exposures	Type	Events	Human Exposures	Type	Events	Human Exposures
Dog	13	13	Bats			Reptiles/Other		
Cat	1	1	Raccoons			Farm Animals		
Rabbits/Mice/Squirrel			Ferrets			Non Highland County	1	1

IV. FOOD PROGRAM									
Issued Licenses	FSO Risk I-IV	RFE Risk I-IV	Vending	Temporary FSO	Temporary RFE	Mobile FSO	Mobile RFE	Total	
Commercial								0	
Non-Commercial					1			1	
YTD Total Licenses Issued								0	

Action	Risk	Vending	Micro-Markets	Temporary FSO/RFEs	Mobiles	NonHC-Mobiles	Summer Feed	Total
Plan Review Received								0
Inspections (All types)	20			1				21
Consultations	17							17
Complaints								0
FB Outbreaks Reported								0
FB Outbreaks Consult.								0

V. PRIVATE WATER SYSTEM (PWS) PROGRAM									
	PWS (new)	PWS (Other)	Public Water Supplies	Totals	Water Samples	Bacterial Samples	OTHER:	Total Samp	
Inspections	1			1	# Taken	12	1 - not analyzed	13	
Consultations	19	13	3	35	# Safe	7			
Approved			n/a	0	# Unsafe	5			
Disapproved			n/a	0	<b>Water Haulers</b>				
New Permits	3		n/a	3	Water Hauler Registrations(WH)				
Alt. Permits			n/a	0	2	Year to Date: WH Registered			
Sealing Permits			n/a	0	Truck Inspections				
Other Permits			n/a	0	Consultations				



**VIII. EH Program Comments, Needs, Explanations of above stats etc.**

Septic Program - small flow systems returned to Ohio EPA

DATE	Scheduled Surveys
Postponed until July	ODH Food
Postponed until July	ODH Private Water Program
Dec	Solid waste survey
2019 Surveys	12/2019ODH Campgrounds; 12/2019 ODH Pools; 11/2019Ohio EPA Solid Waste

DATE	MEETINGS/TRAININGS
11/6,11/13; 11/20, 11/25	SEWAGE COMMITTEE
19-Nov	BOARD OF HEALTH
12-Nov	STAFF MEETING
	EH DIV STAFF MEETING
	PHAB
	HEALTH SPACE
	PROGRAM CONFERENCE CALL indicate program:
18-Nov	Solid waste district
17-Nov	Covid - EH Dir. Meeting
11/5; 11/12; 11/19	COVID - EH Div. Director meeting
17-Nov	ODA - Custom processing

**WPCLF Breakdwn**

Calendar Year	Grant Year	Amount Approved for	Date Closed	Spent	Used
2018	2017	\$300,000.00	12/31/2018	\$46,461.80	15%
2019	2018	\$200,000.00	12/31/2019	\$180,407.35	90%
2020	2019	\$150,000.00	12/31/2020	\$24,385.80	16%
2021	2020	\$150,000.00	12/31/2021		
2022	2021	TBD	12/31/2022		

leaving \$125,614.20 undisbursed





	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Total
3rd Wednesday												
Total Seen	8	11	6									25
Total Imm.	18	26	11									55
4th Wednesday												
Total Seen	10	3										13
Total Imm.	19	3										22
5th Wednesday												
Total Seen	4	0										4
Total Imm.	5	0										5
Special Clinics												
Total Seen							51		156			
total imm.							114		271			
Eye Clinic												
Total Seen	0	0	0	0								0
New	0	0	0	0								0
Recheck	0	0	0	0								0

**E. LABORATORY SERVICES**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Total
Number of Tests												
Basic Metabolic Panel			1				1					2
Comprehensive Metabolic Panel	1							1				2
CBC with Diff & Platelet			1									1
Hemoglobin A1C	1							1				2
Hepatic Function Panel			1			1						2
Iron	1											1
TIBC												0
Lipid	1	17				2	1					21
PSA-Screen						7	1					8
PTINR				1								1
TSH										1		1
Testosterone												0
T4 Free												0
MMR Titer	1											1
Varicella Titer	2					1	2					5
Pediatric Hemoglobin												0
Pediatric Lead												0
Pediatric Lead/Hemoglobin	1								1			2
Vitamin D											1	1
<b>Totals</b>	8	20	1	0	0	12	6	1	0	2	0	51

**COMMUNICABLE DISEASE**

Total Case Count	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Total
COVID 19	0	0	4	9	22	18	34	15	44	278	460	884
Campylobacteriosis	3	0	1	0	2	0	0	0	1	3	0	10
Chlamydia	3	11	5	4	5	5	8	4	0	8	3	56
Coccidioidomycosis	0	0	0	0	0	0	0	0	0	1	1	2
Cryptosporidiosis	0	0	1	0	0	0	0	0	1	0	0	2
CP CRE	0	0	0	0	0	0	0	0	0	0	0	0
Gonococcal	1	3	0	1	1	2	1	0	0	0	1	1
Haemophilus Influenza	0	0	0	0	0	0	0	0	0	0	0	9
Hepatitis A	0	0	0	0	0	0	0	0	0	0	0	0
Hepatitis B-new	0	4	1	0	0	0	0	0	0	1	0	1
Hepatitis B-recheck	3	5	5	0	0	0	2	1	4	5	1	10
Hepatitis C-NEW	3	5	1	4	0	0	0	0	11	2	1	27
Hepatitis C-RECHECK	3	22	25	4	13	3	23	26	5	1	0	27
Influenza A	10	20	1	0	1	0	0	0	0	6	4	134
Influenza B	2	6	1	0	0	0	0	0	0	0	0	32
Legionellosis Pneumonia	0	0	0	0	0	0	0	0	0	0	0	9
Lyme Disease	0	0	0	0	0	0	0	0	0	0	0	0
Meningitis	0	0	0	0	0	0	3	0	0	1	0	4
Pertussis	0	0	0	0	0	0	0	0	0	0	1	1
Plesiomonas shigelloides	0	0	0	0	2	0	0	0	0	0	0	2
RMSF	0	0	0	0	0	0	0	0	0	0	0	0
Streptococcal Group A	0	0	0	0	0	1	0	0	0	0	0	1
Streptococcal Group B	0	0	0	0	0	0	0	0	0	0	0	0
Streptococcus pneumonia	0	1	0	0	0	0	0	0	0	0	0	0
Strep. Pyogenes	1	0	0	0	1	0	0	0	0	0	0	2
Tuberculosis	1	0	0	0	0	0	0	0	0	0	0	1
Salmonella	0	1	0	0	0	0	0	0	0	0	0	1
E. coli shiga toxin	0	0	0	0	0	0	0	0	0	0	0	1
Syphilis	0	0	0	0	0	0	0	1	0	0	0	1
Varicella	0	1	0	0	0	0	0	0	0	0	0	0

**BCMh**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Total
Home Visits	0	0	0	0	0	0	0	0	0	0	0	0
Community Based Visits	0	0	0	0	0	0	0	0	0	0	0	0
Office Visits	2	2	0	0	0	0	0	0	0	0	0	0
PHN Referrals	1	1	1	1	1	1	1	1	1	1	1	4
Active Cases	124	114	131	131	130	113	118	133	127	127	127	1375

F.

G.



Billed to Date	720.00	1,680.00	2,340.00	3,300.00	4,140.00	4,620.00	5,080.00	5,500.00	5,810.00	5,810.00
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## MINUTES

### BOARD OF HEALTH MEETING HIGHLAND COUNTY, OHIO

Thursday, November 19, 2020

The Highland County General Health District Board of Health held its November, 2020 meeting on November 19, with the following members present:

Mr. John Holt  
Mr. Rob McCray  
Mr. Craig Edgington  
Dr. Julie Karnes  
Mr. Tim Parry

1. Call to Order

The Board of Health meeting was called to order by Mr. Holt at 9:10AM.

2. EH 2020 Fee Schedule – Third and Final Reading

Mr. McCray made a motion to waive the third reading of the proposed EH fees and to adopt the fees as final. Dr. Karnes seconded the motion. Motion carried unanimously.

3. Roll Call

The following individuals were present at the meeting:

Mr. John Holt  
Mr. Rob McCray  
Mr. Craig Edgington  
Dr. Julie Karnes  
Mr. Tim Parry  
Jared Warner, Health Commissioner  
Connie Page, Fiscal Officer  
Philip Webb, Sanitarian

4. Nuisance Case Review

Mr. Webb provided an overview of the following nuisance cases:

- 10871 SR 28 Leesburg OH, Gary and Roshell Twarek, Trash Nuisance – Dr. Karnes made a motion to provide another 30-days notice, and then to send this case to the prosecutor. Mr. Parry seconded the motion. Motion passed unanimously.

5. Review - Act on minutes for the month of October, 2020

Mr. Warner presented the minutes for the October, 2020 BOH Meeting. Mr. Edgington made a motion to approve minutes. Mr. Parry seconded the motion. Motion passed unanimously.

6. Bills from October 21, 2020 to November 19, 2020

Ms. Page presented the bills from October 21, 2020 to November 19, 2020. Dr. Karnes made a motion to approve the bills. Mr. McCray seconded the motion. Motion passed unanimously.

7. 2021 Budget Review and Approval

Ms. Page presented an overview of the proposed 2021 budget. After discussion, Mr. Edgington made a motion to approve the budget. Dr. Karnes seconded the motion. Motion carried unanimously.

8. Quality Improvement

- Single Entry Way Updates – Mr. Warner reported on recent development for the single-entry way project.
- Network Upgrade – Mr. Warner described a project proposal to upgrade network systems to allow better coordination of COVID-19 response
- Phone Upgrade – Mr. Warner reported on new phone system upgrades being made to improve the staff's ability to respond to incoming COVID-19 calls.

9. COVID-19 Updates – Mr. Warner provided an update on current COVID-19 activities in the county for the following topic areas:

- Case Updates
- Pop Up Testing Oct 30
- Mass Vaccination
- Grant Management

10. COVID-19 Temporary Vacation, Compensatory Time Policy Review

Mr. Warner provided the board with a proposed set of COVID-19 policies.

Policy 1: In light of the COVID-19 pandemic, the Board acknowledges the Families First Coronavirus Response Act (FFCRA) policy managed by the United States Department of Labor. Employee leave for quarantine, isolation, or to care for children under quarantine or isolation will not be charged to sick leave balances. Employees who are on quarantine are expected to work from home.

<https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave>

Policy 2: Employees with vacation leave balances of at least forty (40) hours, or who have compensatory time balances shall have the option to buyout up to forty (40) hours total of combined leave. Employees must maintain at least 40 hours of leave after any

payment for leave. Leave will be paid out at employee's regular hourly rate as earned income in 20-hour increments (unless less than 20 hours is available for payout, in which case all time is eligible for payout.)

- Payments will not be applied to earned income for Public Employee Retirement System purposes.
- Vacation leave is accrued per pay period based on the accrual schedule in the Personnel Policy.
- Request for leave balance payouts must be submitted prior to November 20, 2020, and will be paid in December, 2020.
- Additional opportunities for leave balance payouts may be approved at the Board's discretion.

Policy 3: Employees who have reached or will reach their maximum balance of vacation leave prior to January 2, 2021, shall have a temporary balance cap extended to 480 hours. After the emergency declaration ends in Ohio, employees will have 1 full calendar year to use excess vacation time and reduce vacation balance amounts to below 240 hours. Employee payout upon retirement or employment separation remains at 240 hours as established in existing board policy. Employees are encouraged to use vacation time as they are able throughout the COVID-19 response.

Policy 4: The Board of Health recognizes that exempt salaried employees may be working longer hours than would normally be expected, with little opportunity to take advantage of flexible work hours that are normally available to salaried positions. The board may authorize discretionary bonus payments to exempt staff (Health Commissioner, Director of Nursing, Director of Environmental Health) during emergency situations.

Policy 5: Overtime Pay will be provided for any time worked weekly outside of normal time, as already established in the personnel policy. Compensatory time will not be available for accrual during the declared emergency period.

Mr. McCray made a motion to adopt the presented policies, effective 11/19/2020. Mr. Edgington seconded the motion. Motion carried unanimously.

#### 11. Cost of Living Adjustments for 2021

Cost of Living Increase – Mr. Edgington made a motion to approve a will receive a \$0.50 per hour raise in pay, effective first pay period of January, 2021, all full-time exempt and non-exempt staff, with the exception of the health commissioner. Mr. McCray seconded the motion. Motion carried unanimously.

#### 12. 2021 Meeting Schedule

Mr. McCray made a motion to continue meeting on the third Thursday of each month for BOH meetings in 2021. Mr. Edgington seconded the motion. Motion carried unanimously.

### 13. Open Discussion

Small Flow EPA Program – Mr. Webb provided an overview of the Small Flow Sewage program. The Highland County Health Department is unable to continue overseeing this program due to staffing limitations and due to the increasing complexity involved in many small flow projects. After discussion, Mr. Parry made a motion to return jurisdiction to the EPA, effective January 1, 2021. Mr. Edgington seconded the motion. Motion carried unanimously.

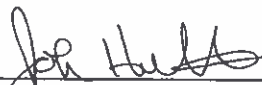
Mr. Warner provided an overview of CARES funding projects that the health department requested from the Auditor’s office. These projects include supporting work from home effort of the nursing department, and also the hiring of a COVID-19 Clerk. Mr. Parry made a motion to approve these projects and their funding. Mr. McCray seconded the motion. Motion carried unanimously.


Employee Discretionary Bonus – Mr. McCray made a motion that all full-time employees, including the health commissioner, Director of Nursing, and Director of Environmental Health, receive a discretionary bonus of \$750.00 in recognition of their work performed in 2020 throughout the pandemic response. Dr. Karnes seconded the motion. Motion carried unanimously.

Salary Employee Discretionary Bonus – In recognition of the extra time spent working, without the opportunity for compensation in overtime pay, and without the ability to work flexible hours, Dr. Karnes made a motion to approve both the Director of Environmental Health and Director of Nursing for a discretionary bonus pay of \$15.00 per hour of extra time worked since March 2020, not to exceed 100 hours. Mr. McCray seconded the motion. Motion carried unanimously.

### 14. Adjourn

Mr. Edgington made a motion to adjourn the meeting. Mr. McCray seconded the motion. Motion carried unanimously. Meeting was adjourned at 11:15 AM.

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

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

old copy  
Revisions made

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John Holt  
President, Board of Health

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

**DECEMBER**

12/23/2020

Prepared by: Connie Page

Estimated Health Salary Costs for December		Actual Health Salary Costs for November	
Item	Cost	Item	Cost
Salaries	\$47,452.24	Salaries	\$70,271.11
PERS - Employer Pickup	\$707.72	PERS - Employer Pickup	\$707.72
PERS - Monthly Contributions	\$6,948.42	PERS - Monthly Contributions	\$6,948.42
Medicare	\$981.05	Medicare	\$981.05
Medical Mutual	\$12,524.34	Medical Mutual	\$10,967.03
<b>Total Estimated</b>	<b>\$68,613.77</b>	<b>Total</b>	<b>\$89,875.33</b>

Health Expenses to be Paid			
Payee	Cat. Number	Item	Cost
SOS	E2	Surface Pros, Stylus,	8789.69
SOS	E2	Clipboards, pens, paper and printer	931.89
SOS	E2	Printer, office supplies	621.82
Jani-Chem	E2	Trash bags, toilet tissue	\$ 158.57
Global Industrial	E2	Dry Erase Board, and supplies	\$ 206.09
Fifth Third	E2	Laptop bags, fogger, ink, Mediscan software, signs, sign frames, chair mats, supplies	\$ 1,719.56
Environmental Systems Research	E2	GIS Tracking software	\$ 684.00
Grainger	E2	Signs and tables, supplies	\$ 1,830.80
Staples	E2	shredder, office supplies, organizing trays	\$ 908.96
Mckesson	E2	Supplies	\$ 6,020.82
GSK	E2	Supplies	\$ 1,483.90
Timberlaine	E2	Name Plates	\$ 280.00
HMB	E2	Scanner	\$ 354.99
Pitney Bowes	E2	Prepaid postage	\$ 5,000.00
Greystone Systems	E2	Panic Buttons	\$ 785.00
Brittance Dance	E2	Desk risers and organizer	\$ 95.32
Anna McCoppin	E2	Reimburse for flags, salt, binder	\$ 59.86
Bonnie Rusch	E2	Reimburse for supplies for flu clinic	\$ 27.98
Brittane Dance	E2	Reimburse for SOS supplies	\$ 8.57
Greystone Systems	E3	New Server	\$ 4,435.00
Greystone Systems	E3	New Phone System	\$ 9,515.00
Sherwood Auto	E3	New RV/Care A Van	\$ 39,481.43
Chad Abbott Signs	E3	Decals for new vehicle	\$ 1,300.00
Master Medical	E3	Nurse on a stick	\$ 7,118.26
McKesson	E3	Crash Cart	\$ 1,317.34
Vericor	E3	Mobile Station	\$ 4,152.99
Fifth Third	E3	Pull up banner	\$ 1,273.43
Time Warner Cable/Spectrum	E5	Internet	\$ 119.99
Time Warner Cable/Spectrum	E5	Phone Service	\$ 388.01
AOHC	E5	Annual Dues	\$ 681.00
Xerox	E5	Monthly Lease	\$ 214.29
AT&T	E5	Cell phone bill	\$ 159.82
Environment Control	E5	Office Cleaning	\$ 225.00
Masi	E5	Water Samples	\$ 386.25
Stericycle	E5	Sharps Removal	\$ 20.95
Highland District Hospital	E5	Lab Testing	\$ 51.56
Greystone Systems	E5	Quarterly Service	\$ 99.00

Fifth Third	E5	Quik Books Monthly fee	\$ 75.08
HCFR Inspections	E5	Plumbing Permits 1688, 1689, 1690	\$ 1,305.00
Philip Webb	E7	November Mileage	\$ 123.24
Chris Shope	E7	November Mileage	\$ 218.92
Bonnie Rusch	E7	November mileage	\$ 26.78
Anna McCoppin	E7	November Mileage	\$ 32.76
Cassandra Hudnell	E7	November Mileage	\$ 253.76
John Holt	E7	2020 Board Meeting	\$ 960.00
Robert McCray	E7	2020 Board Meeting	\$ 800.00
Julie Karnes	E7	2020 Board Meeting	\$ 880.00
Craig Edgington	E7	2020 Board Meeting	\$ 880.00
Tim Parry	E7	2020 Board Meeting	\$ 640.00
Workers Comp	E11	Workers Comp	\$ 1,531.06
Treasurer, State of Ohio	E17	Sewage Remits	\$ 74.00
<b>Total General Health Expenses from 11/19/20-12/16/20</b>			<b>\$ 108,707.74</b>

<b>Restaurant Expenses to be Paid</b>			
<b>Category</b>	<b>Cat. Number</b>	<b>Item</b>	<b>Cost</b>
Workers Comp	G11	Workers Comp	\$ 94.72
Treasurer, State of Ohio	G2	FSO Remits	
Treasurer, State of Ohio	G2	RFE Remits	
Hillsboro Swimming Pools	G4	Reimb. FSO	\$ 152.00
Philip Webb	G3	November Mileage	\$ 28.08
Anna McCoppin	G3	November Mileage	\$ 2.08
<b>Total Restaurant Expenses from 11/19/20-12/16/20</b>			<b>\$ 276.88</b>

<b>Private Water Expenses to be Paid</b>			
<b>Category</b>	<b>Cat. Number</b>	<b>Item</b>	<b>Cost</b>
Treasurer, State of Ohio	S81	Private Water Permit Remit Fees(ODH)	
Treasurer, State of Ohio	S81	Private Water Permit Remit Fee(ODNR)	
Workers Comp	S86	Workers Comp	\$ 7.79
Masi Labs	S87	Water Samples	
Cassandra Hudnell	S87	November Mileage	\$ 8.84
Philip Webb	S87	November Mileage	
<b>Total Private Water Expenses from 11/19/20-12/16/20</b>			<b>\$ 16.63</b>

<b>Swimming Pool Expenses to be Paid</b>			
<b>Category</b>	<b>Cat. Number</b>	<b>Item</b>	<b>Cost</b>
Workers Comp	E11	Workers Comp	\$ 9.14
Cassandra Hudnell	E07	November Mileage	
Philip Webb	E07	November Mileage	
Treasurer, State of Ohio	E03	Pool License Remits	\$ -
<b>Total Swimming Pool Expenses from 11/19/20-12/16/20</b>			<b>\$ 9.14</b>

<b>RV Park Expenses to be Paid</b>			
<b>Category</b>	<b>Cat. Number</b>	<b>Item</b>	<b>Cost</b>
Treasurer, State of Ohio	E2	Campground remits	\$ -
Workers Comp	E1	Workers Comp	\$ 17.65
Philip Webb	E03	November Mileage	
Anna McCoppin	E03	November Mileage	
<b>Total RV Park Expenses from 11/19/19-12/17/19</b>			<b>\$ 17.65</b>

<b>Fund</b>	<b>12/1/2020</b>	<b>Nov. Receipts</b>	<b>Nov. Expenses</b>	<b>12/30/2020</b>
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General Health Fund	\$458,423.44	\$344,754.24	\$102,157.68	\$701,020.00
R/V Trailer Parks Fund	\$14,077.25		\$76.81	\$14,000.44
Swimming Pool Fund	\$6,040.65		\$204.97	\$5,835.68
Restaurant Fund	\$66,618.07		\$2,135.58	\$64,482.49
Private Water Funds	\$16,646.30	\$1,941.00	\$347.50	\$18,239.80
Capital Improvements	\$61,619.86			\$61,619.86
<b>Totals</b>	<b>\$623,425.57</b>	<b>\$346,695.24</b>	<b>\$104,922.54</b>	<b>\$865,198.27</b>



New Proposed as of: 11-19-20

Revised as of: 11-19-20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year

		Appropriation for 2021	Current Appropriation for 2020
Code	Expenditure Classification		
Fund:	General Health		
Expenditures:			
0245-E000-E01-006	Salaries	625,000.00	590,000.00
0245-E000-E02-040	Office Supplies	60,000.00	80,000.00
	Medical Supplies	120,000.00	100,000.00
0245-E000-E03-060	Equipment	10,000.00	10,000.00
0245-E000-E04-070	Contract Repairs	5,000.00	5,000.00
0245-E000-E05-075	Contract Services	112,000.00	112,000.00
0245-E000-E07-050	Mileage	18,000.00	18,000.00
	Meetings	500.00	500.00
	Board Members Pay	5,800.00	5,800.00
0245-E000-E09-045	Printing & Advertising	2,000.00	2,000.00
0245-E000-E10-010	P.E.R.S.	90,000.00	90,000.00
0245-E000-E11-025	Workers Compensation	7,000.00	7,000.00
0245-E000-E12-090	Other - Miscellaneous	4,000.00	8,000.00
0245-E000-E13-080	Transfers Out	-	
0245-E000-E17-090	Remit to State	45,000.00	45,000.00
0245-E000-E15-020	Insurance	141,000.00	125,000.00
0245-E000-E16-015	Medicare	10,200.00	9,200.00
0245-E000-E14-090	Property Tax Deductions/Fees	18,000.00	18,000.00
	Sewage Contracts	150,000.00	76,000.00
		1,423,500.00	1,301,500.00

New Proposed as of: 11-19-20

Revised as of: 11-19-20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year

Fund:	General Health		
Receipts:		Estimated	Current
	<b>Balance carryover</b>	<b>475,000.00</b>	<b>374,996.83</b>
4140-E000-E01.900	State Subsidy/Grants	12,000.00	12,000.00
4140-E000-E02.500	Gross Property Tax - Inside Settlements	135,000.00	135,000.00
4140-E000-E03.500	Gross Property Tax - Outside Settlements	384,000.00	234,000.00
4140-E000-E04.500	Special Assessment Fees		
4140-E000-E04.900	Installer Registrations	600.00	600.00
4140-E000-E05.900	Sewage/Septic Permits	15,000.00	15,000.00
4140-E000-E06.900	Vital Statistics	65,000.00	71,500.00
4140-E000-E07.900	BCMh	5,000.00	5,000.00
4140-E000-E07.900	Immunizations	90,000.00	110,000.00
4140-E000-E07.900	Laboratory Testing	2,600.00	2,600.00
4140-E000-E07.900	Other Nursing Services	1,000.00	1,000.00
4140-E000-E07.900	PPD/Skin Tests	2,500.00	2,500.00
4140-E000-E08.900	STSOM Inspections (FKA Aeration Insp.)	15,000.00	15,000.00
4140-E000-E09.900	Septic Hauler	250.00	250.00
4140-E000-E12.500	Gross Property Tax Rollbacks and Personal Property (Intergovernmental)	55,000.00	42,000.00
4140-E000-E08.900	Loan Inspections	200.00	200.00
4140-E000-E13.900	MRC Sponsorship Grant		
4140-E000-E14.900	Mac Project Funds Grant	56,500.00	56,500.00
4140-E000-E16.900	P.H. Emergency Preparedness Grant	77,000.00	77,000.00
4140-E000-E17.900	Plumbing Fees	8,000.00	8,000.00
4140-E000-E08.900	Site Evaluations	12,500.00	12,500.00
4140-E000-E18.900	Body Art Licenses	500.00	500.00
4140-E000-E10.900	Other Receipts	500.00	500.00
4140-E000-E12-500	RCORP GRANT		60,000.00
4140-E000-E19.900	Reimbursements		23,000.00
4140-E000-E20.900	Sewage Reimbursement	150,000.00	150,000.00
		<b>1,563,150.00</b>	<b>1,409,646.83</b>

New Proposed as of: 11-19-20

Revised as of: 11-19-20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year

		Appropriation	Current Appropriation
		for	for
Code	Expenditure Classification	2021	2020
Fund:	Restaurant		
Expenditures:			
0255-G000-G01-006	Salaries	36,500.00	36,500.00
0255-G000-G02-000	Remit to State	6,500.00	6,500.00
0255-G000-G03-050	Mileage	3,000.00	3,000.00
0255-G000-G04-090	Other - Miscellaneous	750.00	750.00
0255-G000-G05-080	Transfers	-	-
0255-G000-G06-090	Insurance	-	-
0255-G000-G10-010	P.E.R.S	5,200.00	5,200.00
0255-G000-G11-025	Workers Comp	500.00	500.00
0255-G000-G16-015	Medicare	550.00	550.00
		53,000.00	53,000.00
Receipts:		Estimated	Current
	Balance carryover	66,489.63	35,914.98
G000-G01.900	Food Service Licenses	25,000.00	25,000.00
G000-G01.900	Food Establishment Licenses	15,000.00	15,000.00
G000-G01.900	Vending Licenses	284.00	284.00
G000-G01.900	Mobile Licenses	2,856.00	2,856.00
G000-G01.900	Temporary Licenses	1,260.00	1,260.00
G000-G03.900	other Receipts	200	200
		110,889.63	80,314.98

New Proposed as of: 11-19-20

Revised as of: 11-19-20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year

		Appropriation	Current
		for	for
Code	Expenditure Classification	2021	2020
Fund: (EE)	Recreational Vehicle Parks		
Expenditures:			
0260-E001-E01-006	Salaries	6,800.00	6,800.00
0260-E001-E02-040	Remit to State	1,500.00	1,500.00
0260-E001-E03-050	Mileage	500.00	500.00
0260-E001-E04-090	Miscellaneous/Other	100.00	100.00
0260-E001-E10-010	P.E.R.S	952.00	952.00
0260-E001-E11-025	Workers Comp.	800.00	800.00
0260-E001-E16-015	Medicare	100.00	100.00
		10,752.00	10,752.00
Receipts:			
		Estimated	Current
	Balance carryover	14,077.25	10,920.75
E001-E01.900	Rec. Vehicle Park License	1,143.00	1,143.00
E001-E01.900	Combined Park/Camp	4,556.00	4,556.00
E001-E01.900	Resident Camp Licenses	1,200.00	1,200.00
E001-E02.900	Other	41.03	41.03
		21,017.28	17,860.78

New Proposed as of: 11-19-20

Revised as of: 11-19-20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year

		Appropriation	Current Appropriation
		for	for
Code	Expenditure Classification	2021	2020
<b>Fund:</b>	<b>Private Water</b>		
<b>Expenditures:</b>			
0265-S001-S78-006	Salaries	3,000.00	3,000.00
0265-S001-S79-040	Supplies	200.00	200.00
0265-S001-S80-015	Medicare	80.00	80.00
0265-S001-S81-000	Remit to State	1,300.00	1,300.00
0265-S001-S83-000	Local Water Testing	3,250.00	3,250.00
0265-S001-S86-025	Workers Comp	50.00	50.00
0265-S001-S87-050	Mileage	1,000.00	1,000.00
0265-S001-S88-010	P.E.R.S.	420.00	420.00
0265-S001-S89-090	Other	200.00	200.00
		9,500.00	9,500.00
<b>Receipts:</b>			
		Estimated	Current
	Balance carryover	16,646.31	13,482.98
4501-S001-S01.900	New Permits	6,800.00	6,800.00
4501-S001-S02.900	Repair Permits	54.00	54.00
4501-S001-S03.900	Water Haulers	6,500.00	6,500.00
4501-S001-S05.900	Water Samples/other		
		30,000.31	26,836.98

New Proposed as of: 11-19-20

Revised as of: 11-19-20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year

		Appropriation	Current Appropriation
		for	for
Code	Expenditure Classification	2021	2020
Fund:	Swimming Pool		
Expenditures:			
0261-E002-E01-006	Salaries	3,521.00	3,521.00
0261-E002-E02-040	Supplies	500.00	500.00
0261-E002-E03-090	Remit to State	1,200.00	1,200.00
0261-E002-E07-050	Mileage	750.00	750.00
0261-E002-E08-015	Medicare	60.00	60.00
0261-E002-E10-010	P.E.R.S.	532.00	532.00
0261-E002-E11-025	Workers Comp	65.00	65.00
0261-E002-E12-090	Miscellaneous/Other		
		6,628.00	6,628.00
Receipts:			
		Estimated	Current
	Balance carryover		4,457.87
E002-E01.900	Licenses	3,975.00	3,975.00
E002-E02.900	Reimbursments	-	-
		3,975.00	8,432.87



New Proposed as of: 11-19-20

Revised as of: 11-19-20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year

		Appropriation	Current
		for	Appropriation
Code	Expenditure Classification	2021	for
			2020
<b>Fund:</b>	Capital Improvements		
<b>Expenditures:</b>			
1014-N014-N12-090	Other Expenses		
		-	-
<b>Receipts:</b>		<b>Estimated</b>	<b>Current</b>
	Balance carryover	61,619.86	61,619.86
	Transfers	-	-
		61,619.86	61,619.86



# Highland County General Health District

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

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

**Public Health**  
Int. Promote. Protect.

December 23, 2020

Highland County Budget Commission  
Administration Building  
Hillsboro, Ohio 45133

Dear Budget Commission Members:

At its regular meeting of December 23, 2020 the Board of Health approved the request for additional appropriations from unappropriated funds as follows:

Action	Fund Code	Fund Description	Changed Amount	Revised Approp.
Increase	0245-E000-E03-06	Equipment	\$78,000.00	\$ 88,000.00
Increase	0245-E000-E14-090	Property Tax Deductions/Fees	\$12,000.00	\$ 30,000.00
Increase	0245-E000-E15-020	Insurance	\$10,000.00	\$135,000.00

Revised Expenditure total \$100,000.00

Attached is a revised budget with changes in yellow.

For the Board of Health:

  
Jared Warner  
Health Commissioner  
Secretary, Board of Health

  
Connie J. Page  
Fiscal Officer

  
John Holt  
President, Board of Health

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT

### Departmental Budget for the Year 2020

Code	Expenditure Classification	Current Appropriation for Year 2020	Revised Appropriation for Year 2020
Fund:	General Health		
Expenditures:			
0245-E000-E01-006	Salaries	590,000.00	\$590,000.00
0245-E000-E02-040	Office Supplies	80,000.00	\$80,000.00
	Medical Supplies	100,000.00	\$100,000.00
0245-E000-E03-060	Equipment	10,000.00	\$88,000.00
0245-E000-E04-070	Contract Repairs	5,000.00	\$5,000.00
0245-E000-E05-075	Contract Services	112,000.00	\$112,000.00
0245-E000-E07-050	Mileage	18,000.00	\$18,000.00
	Meetings	500.00	\$500.00
	Board Members Pay	5,800.00	\$5,800.00
0245-E000-E09-045	Printing & Advertising	2,000.00	\$2,000.00
0245-E000-E10-010	P.E.R.S.	90,000.00	\$90,000.00
0245-E000-E11-025	Workers Compensation	7,000.00	\$7,000.00
0245-E000-E12-090	Other - Miscellaneous	8,000.00	\$8,000.00
0245-E000-E13-080	Transfers Out		
0245-E000-E14-090	Property Tax Deductions/Fees	18,000.00	\$30,000.00
0245-E000-E15-020	Insurance	125,000.00	\$135,000.00
0245-E000-E16-015	Medicare	9,200.00	\$9,200.00
0245-E000-E17-090	Remit to State	45,000.00	\$45,000.00
0245-E000-E18-075	Health Educator Contracts		
0245-E000-E19-075	Sewage Contracts	76,000.00	\$76,000.00
0245-E000-E20-075	BCJI Imp Contract	0.00	
		1,301,500.00	\$1,401,500.00

New Proposed as of: 12/23/20

## HIGHLAND COUNTY GENERAL HEALTH DISTRICT Departmental Budget for the Year 2020

Code	Expenditure Classification	Current Appropriation for Year 2020
Fund:	General Health	
Receipts:		
4140-E000-E01.900	State Subsidy/Grants	12,000.00
4140-E000-E02.500	Settlements	135,000.00
4140-E000-E03.500	Settlements	234,000.00
4140-E000-E04.500	Special Assessment Fees	
4140-E000-E04.900	Installer Registrations	600.00
4140-E000-E05.900	Sewage/Septic Permits	15,000.00
4140-E000-E06.900	Vital Statistics	71,500.00
4140-E000-E07.900	BCMh	5,000.00
4140-E000-E07.900	Immunizations	110,000.00
4140-E000-E07.900	Laboratory Testing	2,600.00
4140-E000-E07.900	Other Nursing Services	1,000.00
4140-E000-E07.900	PPD/Skin Tests	2,500.00
4140-E000-E08.900	Aeration Insp.)	15,000.00
4140-E000-E08.900	Loan Inspections	200.00
4140-E000-E08.900	Site Evaluations	12,500.00
4140-E000-E09.900	Septic Hauler	250.00
4140-E000-E10.900	Other Receipts	500.00
4140-E000-E12.500	Personal Property	42,000.00
	RCORP Grant	60,000.00
4140-E000-E14.900	Mac Project Funds Grant	56,500.00
4140-E000-E16.900	Grant	77,000.00
4140-E000-E17.900	Plumbing Fees	8,000.00
4140-E000-E18.900	Body Art Licenses	500.00
4140-E000-E19.900	Reimbursements	23,000.00
4140-E000-E20.900	Ohio Sewage Reimbursements	150,000.00
	Balance without carryover	1,034,650.00

Carry Over	374,996.83
Est. Revenue	1,034,650.00
YTD Expenses	1,072,216.30
Balance to re appropriate	337,430.53
<b>General funds</b>	<b>(100,000.00)</b>
<b>BALANCE</b>	<b>237,430.53</b>