



CRAWFORD COUNTY PUBLIC HEALTH

P R E V E N T • P R O M O T E • P R O T E C T

Board Meeting Minutes
June 17, 2020-4:30PM
1st Floor Conference Room

Board Members Present: Bill Scott, Zachary Wolfe, Phyllis Crall, Dean Sipe, and Dr. Stephen Novack.

CCPH Staff: Kate Siefert, Health Commissioner; Kathy Bushey, Director of WIC; Pam Kalb, Contract Manager Help Me Grow; Amy Ramirez, Director of Nursing; Steve Jozwiak, Director of Environmental Health and Krista Whitmeyer, Director of Administrative Services.

- **Minutes:**

After a review of the board minutes from May 20, 2020, Board Meeting, Dean Sipe made a motion to accept the minutes. Dr. Stephen Novack seconded this motion. All members present voted “aye” and the motion carried.

- **Expenses:**

The Board reviewed the expenses for May. Bill Scott made a motion to approve the expenses as presented. Dr. Novack seconded this motion. The vote carried by a roll call vote, Dean Sipe-yes. Phyllis Crall-yes. Zachary Wolfe-yes. Dr. Stephen Novack-yes. Bill Scott-yes.

Administrative Services Updates:

- **Resolution #19:**

A motion was made by Phyllis Crall, second by Bill Scott, to approve budget adjustments in COVID Response Grant (T097), WIC Grant (T075) and Get Vaccinated Grant (T078). The vote carried by a roll call vote, Dean Sipe-yes. Phyllis Crall-yes. Zachary Wolfe-yes. Dr. Stephen Novack-yes. Bill Scott-yes.

WIC Division Updates:

The doors to the CCPH’s office building were back open on Monday, June 15, 2020. The departments have been anxious to get back to waiting on customers in house.

Kathy did submit her application to apply for the FY21 WIC Grant.

The WIC Division received milk bank donations in April and May. The Crawford County OhioHealth Mothers Milk drop site will be celebrating the one-year anniversary on August 14, 2020.

Help Me Grow Updates:

The Help Me Grow Division has been frustrated with the COVID-19, with no home visiting and a rapid decline in referrals since the middle of March. Home visits have not resumed. Pam is hoping all home visits resume in July.

The Early Intervention Grant for FY21, beginning July 1st, has been increased by approximately \$20,000. Pam believes this is due to Crawford County having the 2nd highest lead levels in the state. Bill Scott made a motion to approve the HMG Contract Manager (Pam Kalb) to enter into contract with Crawford County Family and Children First Council for Help Me Grow-Early Intervention Part C Grant for \$135,756.00 for FY21.

Multiple billboards are displayed in Crawford County promoting safe sleep though the Cribs for Kids Grant.

Nursing Division Updates:

The Nursing Division is happy to see clients back in for clinics. In May, 80 clients were in for immunizations. Nursing is hoping this picks up the next couple of months.

The jail census is hanging around 80-90 inmates. There has been no COVID cases at the facility.

The Nurses are only receiving test results of clients that have been tested positive for COVID. The doctor's offices are supposed to be reporting on all possible cases and reporting the negative results as well. This reporting is not happening. Crawford County has had a total of 124 cases of COVID -19.

Amy sent out the 2020-2021 School Health Services Contract to all area schools. Bucyrus City School District, Colonel Crawford Local School District and Buckeye Central Local School have returned their school contracts and were approved at last month's board meeting. Since then, Amy has received back Wynford Local Schools and Crestline Exempted Village School District. A motion was made by Dr. Stephen Novack to approve contracting with Wynford Local Schools and Crestline Exempted Village School District. Phyllis Crall seconded this motion). The vote carried by a roll call vote, Dean Sipe-yes. Phyllis Crall-yes. Zachary Wolfe-yes. Dr. Stephen Novack-yes. Bill Scott-yes.

Environmental Health Updates:

The Environmental Health Division has spent majority of their time on COVID-19 activities. The inspectors fielded numerous calls concerning reopening of businesses and events ensuring the proper safety precautions were administered at their facilities.

The Ohio Department of Commerce sent out the contracts for the 2021 Manufactured Home Park season. Steve signed and returned the 2021 contract. All 2020 Manufactured Home Parks have been inspected for 2020.

Water sampling and food operation inspections have resumed. Inspectors are taking the precautions for COVID when out in public.

All of the 2019 HSTS Grant funds have been encumbered and should be used before the end of the year. New applicants have already been marked for the use of 2020 HSTS Grant funding.

The Board held a discussion regarding the septic systems in Oceola. Since the last EPA inspection/sample in this area, there have been six household sewage treatment systems installed.

Steve explained the Crawford County Public Health Supplement to Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules. This supplement addresses the vertical separation guidelines on household treatment systems. This supplement to the rules will give installers additional options in installing a system and allow more cost effective solutions to homeowners for their septic needs.

- **Resolution #20:**

A motion was made by Bill Scott to approve the establishment of policies and standards pursuant to supplement to ODH, Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules. Dr. Stephen Novack seconded this motion. All members present voted "aye" and the motion carried.

Dr. Stephen Novack, seconded by Phyllis Crall, made a motion to approve the EPI Contract for PHEP fiscal year 2021. The vote carried by a roll call vote, Dean Sipe-yes. Phyllis Crall-yes. Zachary Wolfe-yes. Dr. Stephen Novack-yes. Bill Scott-yes.

Health Commissioner Updates:

Kate was busy in May with phone calls, text messages, emails, webinars, zoom meetings, all related to COVID. All of a sudden, they all have slowed down.

Kate has been invited to participate in the superintendent's conference calls. All schools have either had their graduation ceremonies or are getting ready for them. Buckeye Central has their graduation ceremony tonight and Bucyrus City Schools is at the end of the month. Each school has been taking the proper precautions with COVID-19 and including them in their graduation plans.

The superintendents are trying to figure out the busing for the 2020-2021 school year. The schools are figuring one student per seat, unless they are picking up siblings. The schools would like the Health Commissioners opinion on the bus transportation and how to seat and/or space students out.

Another obstacle will be the use of hand sanitizer in the buildings. Such as, area hand sanitizer stations and/or hand sanitizers in each classroom and the proper use of them by students and staff.

The fair can have no more than 2500 people in the grandstands. There has been no guidance on holding any additional events in the grandstands, such as horseracings and tractor pulls throughout the year.

The Bucyrus Little League representative Scott Langenderfer reached out regarding the Tommy Tournament on June 13 and June 14th. Mr. Landgenderfer just wanted to make sure they were following all of the correct precautions for COVID.

The Public Health Accreditation Board has not been back to work since March when COVID hit. A survey was sent out to area health departments to see if they would be willing to do virtual accreditation site visit. There is a conference call on June 25, 2020. Kate is hoping to know more on the status of accreditation then.

Kate explained the need for a full time health educator for CCPH. This person would be working in the grants, be responsible for grant program reporting, education, public speaking and computer savvy. The CCPH Policy and Procedures, Policy #012, Employment categories and pay scale has been updated to reflect the health educator. Dr. Stephen Novack made a motion to approve the revised CCPH Policy and Procedures, Policy #012, Employment Categories and Pay Scale. This motion was seconded by Bill Scott. All members present voted "aye" and the motion carried.

A motion was made by Dean Sipe to approve hiring a full-time Health Educator. Bill Scott seconded this motion. The vote carried by a roll call vote, Dean Sipe-yes. Phyllis Crall-yes. Zachary Wolfe-yes. Dr. Stephen Novack-yes. Bill Scott-yes.

Other Business:

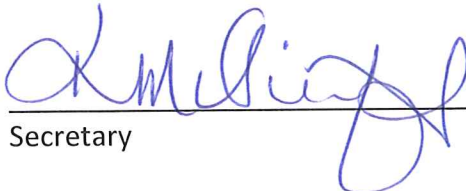
The Board held a discussion on the Board of Health bylaws and recommended reviewing these each year for any changes.

Kate mentioned concerns with the public health school nurses applying for unemployment and budget concerns relating to these payments. Some nurses applied for this unemployment in March when they choose not to work due to COVID. The other nurses are applying for this during summer break.

With no further business to discuss, a motion was made by Phyllis Crall and seconded by Bill Scott to adjourn the meeting at 6:37pm. The next scheduled Board of Health Meeting is August 19, 2020.



President



Secretary