



# Seneca County General Health District Board of Health Meeting Minutes

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## **Board of Health Meeting**

May 28, 2020 at 6:00 pm  
Meeting Via Zoom due to COVID-19

**Present:** Bonnie Boroff, Ann Sacksteder, Rebecca Shank, Robert Watson, Jimmie Young, Scott Lyons, Philip Steyer

**Absent:**

**Excused:**

**Guests:**

**SCGHD Staff:** Beth Schweitzer, Andrea Cook, Anita Gaietto, Laura Wallrabenstein, Trisha Kahler, Lisa England, Amanda Zeigler

## **Welcome, Roll Call and Pledge of Allegiance**

With quorum present, Mr. Young called the regularly scheduled board meeting to order on May 28, 2020 at 6:00 pm; he then presided over the Pledge of Allegiance.

**Public Concerns/Requests** – None

**Public Health In-service** – None

## **Approval of Minutes**

Mr. Young requested a motion to approve the minutes from the April 23, 2020 meeting. Mrs. Sacksteder made a motion to approve the minutes from the April 23, 2020 Board of Health Meeting. Mrs. Shank seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

**Sub Committee Report** – None

## **Financial Report**

The Monthly Financial Report for April 2020 shows revenue for the month of \$113,419.93 and revenue year to date of \$1,986,592.22. Expenses for the month were \$348,049.75 and year to date expenses totaled \$1,637,530.95.

Mr. Young requested approval of the Monthly Financial Report for April 2020. Mr. Lyons made a motion to approve the Monthly Financial Report for April 2020. Mrs. Boroff seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

## **Expenditures**

Mr. Young requested approval of the previous month's expenditures. Mr. Watson made a motion to approve the expenditures as presented. Mr. Lyons seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

**Out of County Meetings/Travel** – None

## **Advances/Repayments/Transfers**

Mr. Young requested a motion to approve Advances, Repayments, and Transfer List provided in board packets. Mrs. Sacksteder made a motion to approve the Advances, Transfer List and Appropriations Transfer. Mr. Watson seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

## Supplements

Mr. Young requested a motion to approve Supplements:

- a. Fund 7092 Get Vaccinated Grant \$ 10,301.00
- b. Fund 7142 Public Health Emergency Preparedness Grant/Coronavirus Response Grant/Contact Tracing Grant \$ 55,900.00

Mrs. Shank made a motion to approve Supplements. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

## Contracts

Mr. Young requested a motion to approve contract:

- a. Lind Media Company, for Pregnancy Smoking Cessation billboard advertisements, 05/25/20-06/21/20, not to exceed \$1318.00 (payer)

Mr. Steyer made a motion to approve the contract. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

My Lyons would like to know if the cost was for one bill board. Ms. Cook stated that the contract was for 2 bill boards for a month, and that this is part of a grant.

**Resolutions** – None

## Division Reports

### WIC

Mr. Young turned the floor over to the Director of the WIC Division, Trisha Kahler, RD LD. Mrs. Kahler reviewed her report included in board member's packet:

Service: The current provision of services via telephone will continue through May. We await direction beyond that. We have also been advised the Farmers' Market Program will occur this year, but may be delayed due to COVID 19. The State office is currently accepting new applications from any farmers or markets that would like to be vendors and is also waiting to hear from the USDA if there will be any waivers regarding the issuance of coupons to WIC participants, particularly regarding signatures of receipt.

The Ohio Department of Health is pleased to announce a 24/7 Statewide Breastfeeding Hotline. The Appalachian Breastfeeding Network (ABN) operates the toll-free 24/7 hotline with live, trained lactation professionals. Services are available free of charge to all callers, including mothers, their families and partners, expectant parents and health care providers. The hotline is available at 1-888-588-3423. Each WIC clinic will be receiving a box of business cards from ABN in the coming weeks to share this hotline information with participants.

Quality: In March, it has been one year since the WIC Shopper Application became available for participants to download to their smart devices and use during their shopping trips. The State Office has provided us with usage rates of this Application. During the month of **March** 2020, Ohio logged 23,856 shopping trips using the App. A total of 14,374 families

used the app, and 40,561 products were scanned by the app. During the month of **April** 2020, Ohio logged 23,871 shopping trips using the App. A total of 14,051 families used the app, and 33,302 products were scanned by the app.

Fiscal: There was a reduction in total funding for FY21 of \$5,510.00. The grant application will be submitted by May 26, 2020 due date.

### **Nursing**

Mr. Young turned the floor over to the Director of Nursing, Andrea Cook, BSN RN. Ms. Cook reviewed her report included in board member's packet:

### **People:**

- We will start the hiring process for an RN for 4 days a week with full time benefits.

Ms. Cook has stated that they need to hire to cover the nursing commitments.

### **Quality:**

- Always striving to provide exceptional service.

### **Service:**

- As the COVID-19 pandemic continues we are adapting to resuming normal activities with the use of social distancing and wearing masks and the increase workload of this pandemic.
- We continue to do contact tracing.
- Educating the community thru numerous phone calls received.
- Provide information of COVID19 positive citizens to the First Responders, Sheriff Dispatcher, Ohio Highway Patrol, Tiffin City and Fostoria City Police.
- COVID 19 data daily to PIO and Health Commissioner.
- We are collaborating and discussing needs of the Long Term Care Centers and other Congregate Settings via weekly ZOOM meeting. Discussion on topics such as PPE, Testing, Isolation/Quarantine, etc.
- The Get Vaccinated Grant Notice of Awards was received for \$36,599. Budget period 7/1/2020-6/30/2021.
- We will be collaborating with Crawford County Health Department in the Cribs for Kids grant and provide referrals of families who may be without a safe sleep for their infant.
- Currently working on a Contact Tracing Grant, 65,501 budget period May 1, 2020- December 31, 2020
- COVID19

We currently have 16 positive CoVID19 Seneca County residents. 8 males, 8 females, 2 expired.

We provided contact tracing with 14 new people in the month of April.

Ms. Cook stated that with more testing there is more contact tracing. In the month of April there was 14 new contacts and in the month of May to this point there is 31 contacts that we are following. The Ohio

Contact Tracing System will relieve some of the work if the contact agrees to be in that system. The contacts are followed for 14 days after their exposure. A nurse does not have to make the calls to the contacts but due to the possibility of medical questions they may ask, it is helpful to have a nurse available.

Mr. Watson asked if there is any area in Seneca County where it is more concentrated. Ms. Cook stated the cases are sporadic throughout the county; there is no addresses in a group.

Mr. Steyer asked if the nurse that they are hiring would go to 5 when the rest of the staff goes back to full schedule. Ms. Cook stated that this nurse would go back to 5 days a week.

Mrs. Sacksteder would like to know the status of the Covid-19 patients. Ms. Cook answered 13 recovered and 2 expired. Most of the positive people were systematic; those who were not systematic were exposed to a person who was positive.

Mr. Steyer asks what the latest on whether people develop immunity. Ms. Cook stated that a couple of people on the list have gotten the blood test to see if they were exposed. With the blood test that means they had Covid-19 at one time. That does not mean they have it now and doesn't necessarily mean they are contagious. Ms. Cook is not aware of any reports that state how long the immunity would last.

Mr. Young asked where the blood test is available. Ms. Cook responded that your doctor can order a blood test.

### **Environmental Health**

Mr. Young turned the floor over to the Director of Environmental Health, Laura Wallrabenstein, MA RS. Mrs. Wallrabenstein reviewed her report included in board member's packet:

- a. **CONDEMNATION: NONE**
- b. **RESCIND CONDEMNATION: NONE**
- c. **Vote on SCGHD Policy and Guidelines for Sewer Connections**

Mr. Steyer asked if the SCGHD Policy and Guidelines for Sewer Connections is something that the state is requiring. Mrs. Wallrabenstein stated that it is not, it is more for clarification when these issues arise, so that there is a policy in place. Mr. Steyer is concerned about requiring residents to hook into a municipal sewer system if they have a working home sewage treatment system. Mrs. Wallrabenstein said the systems that would be looked at are systems that have raised concern for a reason, as in a system failure or even a new build. They would not be seeking these systems out to make them connect. The OAC says that a homeowner is not supposed to build an onsite sewage treatment system when the sanitary sewer is available. With this policy it will also take in to account the cost of connecting to sewer against installing a new system.

The board decided to not to vote on the SCGHD Policy and Guidelines for Sewer Connections at this meeting.

- d. Policy Change regarding homeowner inspection of HSTS – On Dec. 18, 2014 the board voted to *“waive the registration fee for a service provider doing service on only his/her septic at their personal residence. It will be required that the homeowner pass the test and provide relevant CEUs showing training specific to their system.”* The change will be requiring a minimum of 2 CEUs annually and requiring these homeowners to pay the annual registration fee (currently \$75) – We will provide the 2 CEUs for leach fields on an annual basis (for free).

Mr. Young asked for the approval of Policy Change Regarding Homeowner Inspection of HSTS. Mrs. Sacksteder made a motion to approve the Policy Change Regarding Homeowner Inspection of HSTS. Mr. Steyer seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

- e. **HSTS VARIANCE – Chris Mager 5275 N TR 137 Tiffin, OH** – installing a “pump tank” or septic tank to be used as a holding tank for a shop – Has O&M and a requirement to pump the tank out annually. Also has a high water alarm installed.
- f. **HSTS VARIANCE - Justin B. Nystrom 7804 SR 101 Clyde, OH 43410**  
This variance is to allow Mr. Nystrom to install his own septic system at his residence. We will waive the requirement for general liability insurance and bonding (since it is his own property), but we will require he register as an installer and pass the test (\$75).
- g. **WELL VARIANCE – Josh Conley 1300 W CR 6 Lot 20 (Locust Grove) Tiffin, OH** - new well to be drilled in a floodway – will have extended height on casing.

Mr. Young asked for approval of the HSTS Variance for Chris Mager 5275 N TR 137 Tiffin, OH and Justin B. Nystrom 7804 SR 101 Clyde, OH 43410 and the Well Variance for Josh Conley 1300 W CR 6 Lot 20 (Locust Grove) Tiffin, OH. Mr. Lyons made a motion to approve the HSTS Variance for Chris Mager 5275 N TR 137 Tiffin, OH and Justin B. Nystrom 7804 SR 101 Clyde, OH 43410 and the Well Variance for Josh Conley 1300 W CR 6 Lot 20 (Locust Grove) Tiffin, OH. Mrs. Shank seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mrs. Wallrabenstein read in the Newspaper that the solid waste annual audit was approved and the Health Department was put on the EPA approval list to conduct the inspections of Sunny Farms Landfill.

#### **General Update:**

**People:** Mass confusion over various re-opening orders (foods, camps, pools, etc.) has kept EH very busy!

**Growth:** Probably will see “down-sizing” instead of growth in most programs due to COVID-19 and current recession/depression.

**Financial:** Railcars seem to be returning to SF.

**Service:** ODH has informed us that there will be no mosquito testing this year (for various arboviruses) due to the COVID pandemic.

#### **Landfill update (see back of this report)**

We had an odor complaint and now a “fish kill” incident that some are attributing to the landfill, but actually both were caused by a large pile of rotting corn! ODNR confirmed that the fish kill was a result of runoff from the corn pile and from the corn later being plowed into an adjacent field.

We are planning annual well sampling around the landfill in June.

#### **Health Commissioner**

Mr. Young turned the floor over to the Health Commissioner, Beth Schweitzer, MPH.

#### **Service:**

Public Affairs Zoom Meeting  
AOHC Board Zoom Meeting  
Four All AOHC Members Zoom Calls

Four NW District Health Commissioners Zoom Calls  
Four Emergency Partners Zoom Meetings  
11 ODH zoom calls  
Four Wednesday Podcasts  
WBVI radio 3 times a week  
One Reopen Seneca County Zoom Meeting – Directors order allowing appointments only for retail stores until opening on May 12.  
Three Restaurants reopening Zoom Call  
Four Seneca County Businesses Zoom Calls  
Three Elected Officials and Department Head calls

Addressing numerous phone calls and posting updates on Facebook and Website  
Addressing Violations of lack of face masks. Tiffin police will not support me in issuing violation  
Answering questions for employers on the protocol for their employees.  
Last week Mrs. Schweitzer, Ms. Cook and the infectious disease nurses did a call with congregate care facilities, long-term care facilities, the jail, Crossweah, and Youth Center. They discussed how they would respond if they have a positive and are they prepared.  
Mrs. Schweitzer had a meeting to distribute funds from the Fostoria Community Trust Fund.  
Mrs. Schweitzer has received plans from schools and local businesses for restarting

**People:**

Job Sharing Application submitted

**Growth:**

Very difficult under the circumstances.

**Quality:**

Daily Incident Command team meetings 2 days per week. All employees working on COVID -19 complete Unit logs with activities.

**Financial:**

Reviewing Financial situation with admin team on regular basis  
Grant for COVID-19 Reimbursement submitted and first monthly report submitted

**Employee Related Actions**

**Unfinished Business** - None

**New Business**

Price changes effective 05/18/2020:

Private Pay

MMR from \$74 to \$77

Rota from \$79 to \$80

Varicella from \$118 to \$132

HPV from \$213 to \$224

Insurance

MMR from \$117.51 to \$123.12

Rota from \$125.50 to \$127.96

Varicella from \$189.92 to \$212.54

HPV from \$343.73 to \$360.80

Mr. Lyons made a motion to approve the vaccine price change effective as of 05/18/2020. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Establish price per person for FIT Testing for N95 mask.

The price would be \$20 per person for a trained Heath Department employee to Fit Test individuals as requested by other agencies or businesses

Mr. Young asked for approval to establish price per person for FIT Testing for N95 mask at the price of \$20 per person for trained HD employees to Fit Test. Mrs. Boroff made a motion to approve \$20 per person for a trained Heath Department employee to Fit Test individuals as requested by other agencies or businesses. Mrs. Shank seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Lyons – Yes. Mrs. Sacksteder – Yes. Mrs. Shank – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

### **Adjournment**

Mr. Steyer made a motion to adjourn the meeting. Motion carried. Meeting adjourned at 7:17 p.m.