



Hancock Public Health

Board of Health

Regular Meeting Minutes

January 26th, 2024, 7:30 a.m.



BOARD MEMBER ATTENDANCE:

- X Brian Edler, Board President
- X William Alge, Esq.
- A Karen Jones, MSN, RN
- A Michael Lindamood, M.D.
- X Nancy Moody-Russo, RN, JD
- X Barbara J. Pasztor, MSN, RN (exited @8:35a.m.)
- X Robin Spoor (exited @8:35a.m.)

STAFF:

- X Alexa Heacock, Help Me Grow (HMG) Program Manager
- X Chad Masters, Health P&P Director
- A Craig Niese, IT/Data Manager
- A Laura Reinhart, Mobile Health Clinic (MHC) Coordinator
- X Lindsay Summit, Environmental Health (EH) Director

- X Karim Baroudi, MPH, Health Commissioner
- A William Kose, M.D., Medical Director

1.0 CONVENTION/PUBLIC PARTICIPATION

1.1 Call to Order: President Edler called the Regular BOH meeting to order at 7:31 a.m.

1.2 Introduction of Public, Guests, and Staff

1.2.1 Jennifer Davis –Health Educator/Communication Specialist, HPH

1.2.2 Hannah Plumley—Epidemiologist/Emergency Planner, HPH; briefed Board members on Public Health Preparation for the 4/8/24 Solar Eclipse event. Tourism overflow from larger Ohio cities is expected to filter into Findlay. Public Health Response is the main concern of HPH. HPH Environmental Health staff will be working the entire weekend before the eclipse event. Commissioner Baroudi announced that essential HPH staff will be working 4/8/24 to manage expected increases in communication or other safety issues, however, the HPH building will be closed to the public that day. The Mobile Health Clinic have a designated location for possible needed assistance. Solar Eclipse glasses will be provided to all Hancock Co. students prior to 4/8/24. Ms. Pasztor asked about the Solar Eclipse safety glass standards; Ms. Plumley stated the glasses must meet International Safety Organization (ISO) standards and that the American Astronomy Society provides a list of selective safety glass vendors. The eclipse glasses are much darker and more protective than typical polarized sunglasses. Ms. Plumley stated there are many knock-off safety glasses being advertised, and part of the HPH eclipse planning will be using social media to educate residents about purchasing/using special safety glasses that are recommended, among multiple other mass media safety messages for the community. A sample pair of ISO approved safety glasses were passed around the Board room. It was announced that Board members will be provided with a pair of their own safety glasses prior to the event, as well. Ms. Pasztor asked how a person would differentiate between ISO approved eyewear and knockoffs; Ms. Plumley stated there will be a mandated disclaimer on each pair of recommended glasses about meeting ISO standards. Mr. Baroudi stated Ms. Plumley will be invited to future BOH meetings to brief Board members on further eclipse event preparation.

2.0 BOARD MEETING CONSENT AGENDA

2.1 Approval of 1/26/24 Agenda Items

2.2 Approval of 12/15/23 Regular Board Meeting Minutes

2.3 Approval of December 2023 Bill Schedule

2.4 Staff Reports

2.4.1 Community Health & Clinical Services – Laura Reinhart, CNP, Director

2.4.2 Health Planning & Promotion – Chad Masters, MPH, Director

2.4.3 Help Me Grow (HMG) Home Visiting Program – Alexa Heacock, RN, Program Manager

2.4.4 Environmental Health (EH) Services – Lindsay Summit, MPH, Director

2.4.5 IT/Data Management Services – Craig Niese, BS, Manager

2.4.6 Health Commissioner’s Report – Karim Baroudi, MPH, HC

Commissioner Baroudi announced to the Board that one of the heating units for the HPH building failed and is in need of immediate service, cost expected to be around \$8,000.00.

Mr. Alge asked for clarification of the Children with Medical Handicaps (CMH) Program report provided earlier in the week to Board members. Commissioner Baroudi stated the CMH Nursing Program has had a lot of staff turnover in recent years and further is a program with multiple special needs compared to the other nursing services at HPH, thus the learning curve for this position and progress in this department has been affected in the last few years. The COVID pandemic set progress for CMH back, as well. Mr. Baroudi expects claims to be coming in at a higher rate in the upcoming months and does not anticipate significant problems in the future.

Mr. Alge expressed concern that services for the Mobile Health Clinic (MHC) may be decreased now that Ms. Reinhart has been appointed Director of Nursing and may have less time to give the MHC. Commissioner Baroudi consulted with Ms. Reinhart and the decision was made to merge the MHC services under the larger Nursing Program umbrella at this time. Moving forward, Ms. Reinhart will not need to be present at all times in the MHC and other nursing staff can begin helping more with the MHC services as required. No significant interruption of MHC services is anticipated, per Mr. Baroudi’s report.

Commissioner Baroudi expressed gratitude to President Edler for Mr. Edler’s donation of \$5,000.00 to the Mobile Health Clinic and Outreach Services. Mr. Baroudi stated that donation will be put toward the \$10,000.00 being saved to start a special fund through the Community Foundation in the future.

Regarding Harm Reduction, Commissioner Baroudi reported that Hancock Co. Judges and law enforcement had in the past requested regular program updates. Mr. Baroudi is in process of preparing a quarterly Harm Reduction Progress Report and will be presenting to county officials soon. That progress report was included for BOH member review in the packet provided earlier in the week. Mr. Baroudi will also be presenting same information to Township Trustee Meetings, as well, to increase education.

Mr. Alge asked if there is any misinformation about the HPH Harm Reduction approach in Hancock Co. currently. Commissioner Baroudi stated there are a lot of small questions, but no major misunderstandings in his opine thus far. The key will be increasing regular clear communication to all community partners regarding the Harm Reduction Program in order to dispel possible misunderstandings/misinformation.

Commissioner Baroudi announced to the Board of Health that he has recently accepted an invitation to serve on the Blanchard Valley Regional Health Center Board.

President Edler requested motion to approve Section 2.0, Consent Agenda, including all Items and Subitems, as written in the pre-prepared Board reports previously provided to the Hancock County Board of Health members and as detailed above. **Ms. Spoons moved to approve Section 2.0.** Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

3.0 BOARD ACTIONS/REGULATIONS

3.1 Board of Health to APPROVE AND RECOGNIZE REVENUE for Fiscal Year ending 12/31/23:

3.1.1 State Opioid & Stimulants (SOS 3.2) Project in the amount of \$14,293.47.

President Edler requested motion to approve Item 3.1, including Subitem 3.1.1, as detailed. **Mr. Alge moved to approve Item 3.1, as above.** Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

3.2 Board of Health to APPROVE APPROPRIATION INCREASE for Fiscal Year ending 12/31/23:

3.2.1 State Opioid & Stimulants (SOS 3.2) Project in the amount of \$14,293.47.

President Edler requested motion to approve Item 3.2, including Subitem 3.2.1, as detailed. **Ms. Moody-Russo moved to approve Item 3.2, as above.** Seconded by Mr. Alge. **Motion carried 5-0.**

3.3 Board of Health to APPROVE REVENUE DECREASE for Fiscal Year ending 12/31/23:

3.3.1 State Opioid & Stimulants (SOS 3.0) Project in the amount of \$2,396.58.

3.3.2 Safe Communities' Project in the amount of \$15,964.49.

3.3.3 Public Health Emergency Preparedness (PHEP) Project in the amount of \$22,896.15.

President Edler requested motion to approve Item 3.3, including Subitems 3.3.1, 3.3.2, and 3.3.3, as detailed. **Ms. Spoons moved to approve Item 3.3, as above.** Seconded by Ms. Moody-Russo. **Motion carried 5-0.**

3.4 Board of Health to APPROVE APPROPRIATION DECREASE for Fiscal Year ending 12/31/23:

3.4.1 State Opioid & Stimulants (SOS 3.0) Project in the amount of \$2,198.46.

President Edler requested motion to approve Item 3.4, including Subitem 3.4.1, as detailed. **Ms. Moody-Russo moved to approve Item 3.4, as above.** Seconded by Ms. Pasztor. **Motion carried 5-0.**

3.5 Board of Health to CONSIDER VARIANCE REQUEST for 1601 Lima Avenue, Findlay, Ohio:

Commissioner Baroudi announced that the property at 1601 Lima Avenue in Findlay, OH, was sold to a new owner, thus the requestor of the variance request, Matt Sampson, no longer needs a variance on said property. Ms. Summit stated the new owner closed on the property transfer on 1/23/24, and if the new owner wishes to request a variance, he/she will need to go through his/her own separate request process. Commissioner Baroudi stated the variance for Mr. Matt Sampson must be denied as he is no longer the property owner of 1601 Lima Avenue in Findlay, OH.

President Edler requested motion to deny the variance request of Mr. Matt Sampson, as detailed in Item 3.5. **Ms. Spors moved to deny Item 3.5, as above.** Seconded by Ms. Pasztor. **Motion carried 5-0.**

Commissioner Baroudi conducted roll call to deny the variance detailed in Item 3.5 above:

Roll Call: Mr. Alge (Bill): YES	Ms. Moody-Russo (Nancy): YES
Mr. Edler (Brian): YES	Ms. Pasztor (BJ): YES
Ms. Jones (Karen): ABSENT	Ms. Spors (Robin): YES
Dr. Lindamood: ABSENT	

4.0 ADMINISTRATIVE REPORTS

4.1 December 2023 Financial Report and End-Of-Year Analysis – Karim Baroudi

Commissioner Baroudi stated in 2023 HPH spent close to \$400,000.00 dollars more than what was brought in. Mr. Baroudi stated investigations by HPH leadership are in process to analyze this new trend, as before 2023 HPH was on a six-year stretch of bringing in more money than was spent. Commissioner Baroudi suspects that the large purchases of vaccinations at the end of 2023 with less than expeditious reimbursement by year end explains a large chunk of the discrepancy in 2023 dollars out versus dollars in, however, Mr. Baroudi expects he will have a more detailed explanation and report for the Board at the end of 2024 First Quarter. Meanwhile, all HPH departments are on watch to minimize spending. President Edler asked if it would be possible to project accounts receivable. Commissioner Baroudi stated, yes, predictions can be made; however, the fluctuations in budget due to grants make it difficult to make accurate predictions.

4.2 Medical Director – Dr. Kose

In Dr. Kose’s absence, Commissioner Baroudi announced there are no significant Medical Director concerns at this time. Dr. Kose asked Mr. Baroudi to give message to the Board that he is available by telephone during his time of absence, if needed.

5.0 OLD/NEW BUSINESS

5.1 Personnel:

Laura Reinhart, CNP; Appointed Director of Nursing; Effective 1/22/2024.

Jennifer Davis, BA; Joined Health Education Team; Effective 1/22/24.

Ashley Bowman, BA; Reinstated to same HMG Home Visitor Position; Effective 1/26/24.

Abrielle Egts, LSW; Resigned from HMG Home Visitor Position; Effective 1/19/24.

Commissioner Baroudi announced that Lisa Barth, Lead HMG Home Visitor, has recently requested to step down from her Lead position and step into the open HMG Home Visitor Position left by the resignation of Abrielle Egts (above). Mr. Baroudi and Ms. Heacock discussed reasons why the Help Me Grow field is consistently identified as high burn-out for staff, mainly due to the emotional toll being in contact with marginalized and struggling families with children. Mr. Alge asked if the growing immigrant population in Hancock Co. is contributing to the HMG staff burn-out issues; Ms. Heacock stated she believes that is a contributing factor, however, there are multiple other factors. Commissioner Baroudi stated there are many incentive programs being discussed in order to retain Home Visitors at HPH, among them a retention bonus. Further reports will be given to the Board as more information becomes available.

President Edler asked about the HPH car fleet status, whether or not some of the HPH leased cars had fewer miles than expected, and how HPH could save money on the car fleet situation. Commissioner Baroudi stated there has been much discussion among HPH leadership regarding different approaches to providing staff company cars for use in order to save money, including providing some employees regularly leased cars or purchased used cars and offering other employees (who do not use cars as regularly for work) mileage reimbursement options. Further updates will be given to the Board as decisions are made.

6.0 CONTINUING EDUCATION

6.1 No Board Continuing Education units will be offered during the 2/26/24 BOH Meeting.

7.0 FUTURE MEETINGS

7.1 **Next Meeting:** Friday, 2/16/24, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, OH.

7.2 **2024 Regular Board of Health Meeting Schedule: Third Friday monthly, 7:30 a.m., Hancock Public Health, 2225 Keith Parkway, Findlay, Ohio. Complete list of 2024 meetings below:**

Friday - January 26, 2024

Friday - February 16, 2024

Friday - March 15, 2024

Friday - April 19, 2024

Friday - May 17, 2024

Friday - June 21, 2024

Friday - July 19, 2024

Friday - August 16, 2024

Friday - September 20, 2024

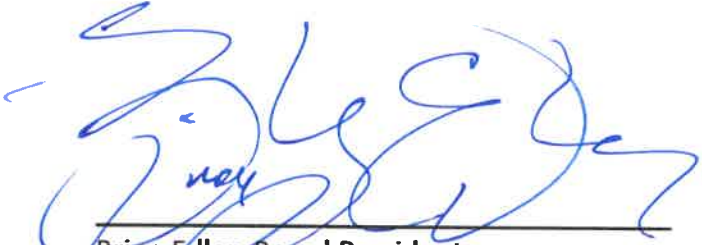
Friday - October 18, 2024

Friday, November 15, 2024

Friday, December 20, 2024

9.0 ADJOURNMENT

Commissioner Baroudi requested motion for adjournment of the Regular 1/26/24 Board of Health meeting. **Ms. Moody-Russo motioned the Board of Health to adjourn the Regular Meeting of 1/26/24 at 9:00 a.m.** Seconded by Mr. Alge.



Brian Edler, Board President



Karim Baroudi, MPH, Board Secretary