

## FINDLAY CITY BOARD OF HEALTH MINUTES

REGULAR SESSION

March 18, 2015

FINDLAY CITY HEALTH DEPARTMENT

### Members Attendance:

- X Mayor Lydia Mihalik, *President Ex Officio*
- X Dr. Stephen Mills, Health Commissioner/Board Secretary
- X Mr. Gregory Cline, *President Pro Tempore*
- A Mr. William Alge
- X Dr. Robert McEvoy
- X Mrs. Joan Work
- A Licensing Council Rep Vacant

### Staff Attendance:

- X Mrs. Barbara Wilhelm, Deputy Health Commissioner
- X Mr. Craig Niese, Environmental Health Director
- X Mrs. Becky Bern, Nursing Director
- X Mr. Eric Helms, Plumbing Inspector
- X Mr. Chad Masters, Emergency Response
  
- X Guest: Paul Schmelzer
- X Guest: Clay Bruno

**Call to Order:** Mayor Mihalik called the meeting to order at 7:34 A.M.

**Minutes:** Mayor Mihalik called for a motion to approve the January 21, 2015 and February 18, 2015 minutes. Dr. McEvoy moved to accept the minutes from the January and February Board of Health meeting as circulated. Seconded by Mrs. Work. Motion carried 3-0. Filed

### HEALTH COMMISSIONER REPORT

1. Dr. Mills introduced student Clay Bruno who is in a Master's Program in Health Administration at Wright State University. He is here to observe the meeting.
2. An update was given on a Master Trails Plan meeting that was held earlier this month. Potential trail development strategies were discussed. It was agreed that it is time to start gaining advocates for the plan and to start implementing trail development. It was discussed that it might be worthwhile to focus on the partial east-west trail that currently exists along the river. This would intersect nicely with the north-south trail that is proposed as part of the Cory Street plan. Other communities that have successfully raised the funding for trail development were discussed along with grant possibilities such as ODOT's TAP funding. Our community health assessment has already given us data to substantiate the need for improved opportunities for physical activity. A great path and trail system is a sign of a vibrant growing community.

### DEPUTY HEALTH COMMISSIONER REPORT

1. Community partners met on March 5 to begin the process of question selection for the 2015 Health Assessment. Questions were finalized for the child and youth survey and another meeting was scheduled on April 14 to complete the adult questionnaire. Many of the questions will remain the same as this gives us the ability to identify trends over time but we also evaluated whether new questions should be asked. For example we will ask about e-

cigarette use among youth with the new survey. For the adult survey we worked on how to incorporate the questions asked in the United Way's 2013 Quality of Life Survey so that we can eventually just complete one comprehensive survey. The funding for the assessment has been secured with contributions already received from Blanchard Valley Hospital and Family and Children First Council. Mrs. Wilhelm has secured \$15,000 from the Child and Family Health Services grant as well as a separate \$17,000 grant from the Findlay-Hancock County Community Foundation. Money has been pledged from Hancock County ADAMHS, Hancock County United Way and the Hancock County Health Dept. as well. Mrs. Wilhelm noted that the appropriation request for moneys already received should have been before council last night. The surveys will likely go out in late summer and early fall.

2. Mrs. Wilhelm notified the Board that she has received word that we have been awarded a Local Government Innovation Fund Grant as a result of a grant she wrote at the request of the merger committee last fall. These are state funds that are available to conduct feasibility studies and this particular grant was written to look at the feasibility of using the current Hancock County Health Department location on County Road 140 for the newly combined health department. This information will be shared with the newly formed combined Board of Health. Mr. Cline asked if anyone has gone back out to the Family Center and looked at what might be available in that location. This location had been debated in the past as a good site but in the absence of a combination the Community Foundation was not willing to pursue discussions. Mr. Schmelzer noted that the lease rate there would be high but should other options prove to be costly the location could again be considered and the Community Foundation approached. Mr. Cline noted that from a location perspective he felt the area made sense in terms of reaching clients in need.
3. Mrs. Wilhelm clarified a meeting request that she had made regarding Health Commissioner University. She explained that every few years, as need warrants, the Association of Ohio Health Commissioners puts on a training entitled Health Commissioners University. This is a three day training offered to new health commissioners to bring them up to speed on a variety of public health administration topics. A copy of the agenda was available. Mrs. Wilhelm had spoken to Mr. Schmelzer earlier in the year when AOHC was trying to gauge interest as she felt it might be an ideal opportunity for a new health commissioner for the combined health department. Mr. Schmelzer had concurred and a spot was reserved for our community to potentially send a new commissioner should one be appointed in time. Although the timetable for hiring a new commissioner is short, one of our current employees has expressed an interest in the class. As a part of our workforce development plan Dr. Mills and Mrs. Wilhelm had spoken to employees individually during employee evaluations to identify ways that administration could help them achieve individual development goals. Health Educator Noah Stuby holds a Master's Degree in Business Administration with a focus on Health Care and expressed a short term goal of developing administrative skills in public health with the intention of becoming a health commissioner. Mrs. Wilhelm purposed that if no new health commissioner is in place prior to the start of the class that we send Noah Stuby.

## NURSING REPORT

1. Healthy Kids Day will be held Friday evening April 10 at the University of Findlay. Noah Stuby is spearheading this for the health department. The nurses will be on site to perform health screenings and a variety of fun and education activities will be available. Dr. Hoffman and Dr. Chen have volunteered to help with the event along with eight of our Medical Reserve Corps volunteers.
2. Mrs. Bern expressed some concerns that have been voiced by her staff regarding the upcoming merger. For example the preordering of flu vaccine, scheduling for vaccine clinics that occurs 6 months out, insurance contracts that need to be handled etc. The staff also feels like they are in "limbo" as they are concerned with whether they have a job and what that job will look like. She would like to be able to give them some positive feedback soon. Mr. Cline noted the new Board of Health will need to meet soon and will be able to start providing this information. Mrs. Bern reiterated that there are many steps that need to be taken to make sure things are in place by January. Mr. Cline suggested she begin making a list of her concerns so that the new board will know what is on the radar and what things will need addressed. Mr. Schmelzer noted that the newly combined Board of Health meets tomorrow and one of the first orders of business will be to name an interim commissioner or hire a consultant or someone to begin to handle all those issues that need addressed. From his perspective the new Board will need to talk about influx of capital to start the process, facilities and someone to handle the process.

## ENVIRONMENTAL HEALTH REPORT

1. At the February Board of Health meeting the Dawn Thompson property variance came up for discussion but no action was taken due to a lack of a quorum. Mr. Niese confirmed there has been no change in the situation since last year. Mrs. Work inquired as to whether there would be any concern due to recent conversations regarding the purity of Lake Erie but Mr. Niese responded this issue is not a concern in comparison to other issues that would ultimately dump into the lake. He noted that if there was a good solution for the problem it would definitely need to be addressed but at this point until there is additional development allowing her to hook up to sanitary sewer there is no other solution short of abandoning her property. **Dr. McEvoy motioned to grant a continued variance for this property for one year.** Seconded by Mr. Cline. **Motion carried 2-1. Mrs. Work voted nay. Filed.**
2. **Mr. Cline motioned to approve the plans for The Cupboard, 331 S. Main St. and Ralphies, 730 Trenton Ave.** Seconded by Dr. McEvoy. **Motion carried 3-0. Filed.**

## EMERGENCY RESPONSE / EPI REPORT

1. Mr. Masters updated the Board on the gastrointestinal outbreak regarding the long-term care facility that was discussed at the February meeting. The day following the February

Board meeting, Mr. Masters received information from the facility that there were a significant number of ill residents and staff with gastrointestinal symptoms. Mr. Masters explained that he was able to collect stool samples again for this secondary outbreak. This was to determine if the agent was the same strain as the initial outbreak, since several employees who were ill during this outbreak were also ill during the initial outbreak. The samples were positive for Norovirus G1 – the same as the initial outbreak – and one of the more uncommon strains being seen. Mr. Masters had inquired of ODH and consulted the CDC’s website to determine if there is a period of immunity to Norovirus. However, both stated that due to there being approximately 25 variations of the virus, the period of immunity is minimal and subjective. Dr. McEvoy commented that he, too, did not realize that there was this lack of immunity once a person had experienced symptoms.

The total number of ill residents and staff members from this event was 91 and began around January 15<sup>th</sup> and the last reported illness was on February 20<sup>th</sup>. Though this was a long investigation process, it was good to see the facility implement Norovirus education among employees and increase the frequency of hand washing observations of staff members throughout the facility to ensure proper technique is followed.

2. Mr. Masters spoke to the Board on a funding opportunity that will focus on Ebola response. The Ohio Department of Health received federal dollars that will be allocated to each region in Ohio for distribution among the health districts within those regions. These funds can be used to develop plans and processes, along with purchasing of equipment/supplies, to further the preparedness efforts locally. Mr. Masters stated that Findlay will be receiving \$14,483.00, which will be used for: staff time to develop these Ebola-specific plans and processes, paying the pager stipend for the designated employees required to respond after hours, and several boxes of N-95 masks. Dr. McEvoy inquired about what is to be done with a suspect Ebola case who is seen at the hospital and may need to be transported to a designated treatment hospital. Mr. Masters replied that Ohio is currently working to designate hospitals where these suspect cases would be sent and is aware of only one in the Cleveland area. Mr. Masters stated that at the peak of the Ebola situation, local discussions were occurring regarding the transport of such cases from Blanchard Valley Hospital to a pre-identified healthcare system. Dr. McEvoy mentioned that this is information that the medical community needs to be aware, and Mr. Masters replied that some of these major questions will be answered through this upcoming planning effort.
3. Mr. Masters began by correcting the date of the regional functional exercise, as it was listed on the Board agenda for April 9<sup>th</sup>. The exercise will be occurring April 7, 8, and 9<sup>th</sup> for public health and hospitals, with Findlay participating on April 8<sup>th</sup>. The purpose of the exercise is to test our continuity of operations plan (COOP) to ensure that our essential services can still be provided after a disaster. It will be a good opportunity to work through some of the same challenges we faced when we were displaced by the 2007 flood.

## PLUMBING REPORT

1. With the weather warming up Mr. Helms is seeing a pickup in business. He also reported to the Board that he was not selected for the state plumbing inspector's board at the recent state plumbing inspector's conference. While at the conference he attended an interesting session regarding salons and the equipment used for pedicures and noted recent infections associated with them.
2. Mrs. Wilhelm noted that there will be two upcoming Habitat houses built and in the past the Board has chosen to waive the plumbing fees associated with these houses. **Dr. McEvoy motioned to waive the fees for the two Habitat Houses.** Seconded by Mrs. Work. **Motion carried 3-0. Filed.**

## MEETING REQUESTS

**Mrs. Work moved to approve the travel requests:** (some meeting requests were carried over from the February meeting when no quorum was available).

1. March 24, 2015: Sara Heinze, Missy Jack and Becky Bern to World TB Day Conference, Columbus OH. Cost: Lunch
2. February 23, 2015: Eric Helms to Plumbing Class with Ohio Chief Plumbing Inspector, Port Clinton, OH. No Cost
3. March 26, 2015: Shannon Kasselder to SIDS Risk Reduction/Infant Safe Sleep Workshop, Toledo, Ohio. No Cost
4. April 3, May 1, June 5, 2015: Noah Stuby to attend AOHC Health Commissioner University, Columbus OH. Cost Registration \$200
5. April 16, 2015: Three employees to attend regional Child Passenger Seat Update in Bowling Green. No cost.

Seconded by Dr. McEvoy. **Motion carried 3-0. Filed.**

## OLD/UNFINISHED BUSINESS

Prior to leaving for another meeting Mr. Schmelzer noted that the newly formed combined Board of Health will be meeting tomorrow morning. In addition to all Board members, Mrs. Wilhelm will be in attendance but he was not sure who, from the operations side for the county health department, would be there. There will be discussion regarding an interim health commissioner and Mr. Schmelzer also has a follow up meeting with Steve Wermuth next week regarding the formation process. He noted that the message could be shared with staff that they will indeed have a job and he also offered to stop back at the health department to answer questions for employees. He also hoped that Mrs. Wilhelm would be in attendance for most of the combined Board of Health meetings and would communicate those discussions with staff.

**NEW BUSINESS**

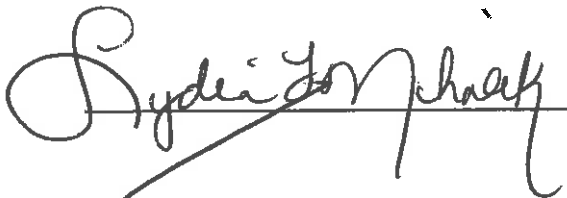
Mrs. Work inquired as to the State of the City. The Mayor replied there will be a joint State of the City and State of the County address at the University of Findlay and there will be a celebration after regarding the recent naming of Findlay as a top micropolitan community which is a very exciting thing. A million and half dollars have also been made available for capital improvements for the city which is also a very positive thing for the city.


The Mayor noted that at last night's City Council meeting there were several appropriations approved that were requested by the health department as well as some positive discussion surrounding the upcoming health assessment.

**EXPENSES**

**Mrs. Work moved to approve the expenses for both February and March, as circulated, for payment by the City Auditor.** Seconded by Mr. Cline. Motion carried 3 – 0. Filed.

The meeting was adjourned at 8:23 A.M.

 \_\_\_\_\_, President

 \_\_\_\_\_, Secretary (Health Commissioner)