

**Hamilton County General Health District
REGULAR MEETING – BOARD OF HEALTH
March 9, 2020 – 6:30 p.m.
Minutes**

1. Call to Order

At 6:30 p.m., James Brett, President, called to order the regular session of the Board of Health of Hamilton County General Health District, followed by the Pledge of Allegiance. Mr. Brett welcomed Dan Meloy to the Board. Mr. Meloy was elected at today's District Advisory Council meeting.

2. Roll Call of Members

Members Present: James Brett, President
Mark A. Rippe, Vice President
Dan Meloy

District Staff Present: Greg Kesterman, Interim Health Commissioner
Dr. Jennifer Mooney, Assistant Health Commissioner
Dr. Steve Feagins, Medical Director
Nee Fong Chin, Chief Assistant Prosecuting Attorney

Guests: Mike Abner, Janie Hills, Iris Lim-Beutel, and Catherine Pruitt

3. Clean Kitchen Awards

Interim Commissioner Greg Kesterman read the list of 15 Clean Kitchen Award recipients and congratulated them for their efforts to maintain a high level of sanitation and staff education.

4. Approval of Minutes

Mr. Rippe moved to approve the minutes from the February 10, 2020 Board of Health meeting.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye – Mr. Meloy abstained since he was not present

5. Interim Health Commissioner's Report and Environmental Health Services Report

Interim Commissioner Kesterman reported that COVID-19 information is changing daily. It was just announced today that there are three COVID-19 cases in Cleveland, Ohio. HCPH staff are working hard with the Centers for Disease Control and Prevention (CDC) and the Ohio Department of Health (ODH) to ensure our community is response ready with adequate quarantine space, healthcare provider protocols, and public education. Dr. Feagins will expand upon this in his report.

Personnel Policy Manual changes are on tonight's agenda. The changes will align the policies with current processes. Interim Commissioner Kesterman reviewed the changes and explanations which are detailed in the Board packet.

Also, on tonight's agenda is renewal of the Medical Director's Contract. Interim Commissioner Kesterman encouraged renewal of Dr. Feagins' one-year contract and explained the scope of services and cost remains the same. Interim Commissioner Kesterman expressed the significant value that Dr. Feagins is providing to the District always and particularly during the COVID-19 pandemic.

The 2019 Annual Report is in the Board packet. It highlights changes in the last decade of public health service, as well as in the last century in Hamilton County. 2019 was a busy year with a lot of great accomplishments. This annual report is a required by law, it was submitted to ODH, and it was shared at today's District Advisory Council meeting.

On the Environmental Services side, Interim Commissioner Kesterman highlighted the extremely favorable Campground Audit report from ODH in the Board packet and highlighted one food enforcement at Big Apple Bagels. Mr. Rippe asked if HCPH created the ServSafe training course. HCPH did not create the program, but staff use it so effectively that HCPH educational services have been offered more frequently, expanded to Dayton, and educational material is now offered in Spanish and Chinese.

Mr. Rippe asked Interim Commissioner Kesterman to thank all the HCPH staff for their hard work outlined in the 2019 Annual Report.

Staff Reports

(a) Medical Director's Report

Dr. Steve Feagins Medical Director shared that Southwest Ohio Region 8 (comprised of 8 counties) in response to COVID-19 fast tracked a standard call number for 24/7 service for reporting infectious disease. Dr. Feagins explained the decision to test is classification as a person under investigation (PUI). A collaboration with clinicians and local health department in consultation with ODH determine if a patient is PUI. The CDC provided test kits that contained 1,000 tests per kit. The kits that Ohio received did not meet quality control. With multiple tests per patient, that left 300 patient tests for the entire state. China had 1,100 patients admitted to hospitals, with less than half presenting with a fever. The CT scan is best test. Test samples are going to California and it takes five days to get the results. The Tri-State has 32 negative air flow emergency rooms. All local Chief Medical Officers (CMOs) are meeting tomorrow to formulate a regional response and are making more negative air flow rooms on their units.

Influenza hospitalization rate this year is higher than past five years. Mr. Rippe asked about influenza deaths. Dr. Feagins reported that average is .1% result in death. The average with COVID-19 deaths is .4%. HCPH is working on appropriate reaction, not overreaction.

Mr. Rippe asked why then there is such panic in the media. Dr. Feagins explained that individuals over the age of 80 are at a higher risk. The "state of emergency" declaration triggers the availability of financial aid. Masks and healthcare personnel are essential. It is always best practice for infection control to be at the highest standard at hospitals and nursing homes. People should wash their hands with soap, avoid touching their face, and distance themselves (no hand shaking). Mr. Rippe still doesn't see the reason for all the alarm. Dr. Jennifer Mooney shared that it is the two-week quarantine that is scaring employees who depend on their jobs for income. Mr. Meloy asked about communications

with EMS service providers. Dr. Feagins explained the Fire Chiefs are informed of patient addresses. There is a "call before you go" service.

The monthly Communicable Diseases Epi report was provided in the Board packet.

(b) Department of Community Health Services

Assistant Health Commissioner Dr. Jennifer Mooney cited the amazing COVID-19 preparation work at HCPH and the over 30 staff members who volunteered for Just in Time Trainings. The training covers contact tracing with a call script and procedures to follow. Dr. Mooney gave special congratulations to the Epi team who is going above and beyond the call of duty with a smile. All clinical staff will be trained as well.

HIPAA – Dr. Mooney shared that HCPH is a hybrid agency. HCPH staff are working to tighten up HIPAA privacy procedures.

TB – Dr. Mooney thanked Chief Assistant Prosecuting Attorney, Nee Fong Chin, for her support as HCPH staff continue to work with challenging TB cases.

The Harm Reduction program has seen growth and expansion; however, it is not reaching the LatinX and African American communities. Perhaps "harm reduction" does not effectively communicate program services? Fentanyl is in all street drugs now. HCPH staff are working on changes to the program to focus on wellness rather than sickness and to be more inclusive of all communities. Mr. Rippe was surprised by the high number of Fentanyl test strips that were given out. Mr. Rippe also inquired what the next step with the HIPAA gap analysis is. Dr. Mooney reported staff are going to work through the easiest items on the analysis first.

Mr. Brett was extremely pleased that all other HCPH programs are still on track despite the heavy lift with COVID-19. Interim Commissioner Kesterman especially thanks the Epi staff and public information officer for rising to the occasion.

6. Unfinished Business: None.

7. Finances

The February 2020 Disbursement Reports are included in the Board packet.

Mr. Rippe moved to approve the monthly disbursements.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

8. New Business:

a) Personnel Policy Revisions Sections: 3.2, 3.4, 3.5, 3.6, 3.7, 4.1, 4.5, 5.0, 5.1

Mr. Meloy moved to approve Personnel Policy Revisions Sections: 3.2, 3.4, 3.5, 3.6, 3.7, 4.1, 4.5, 5.0, 5.1

Mr. Rippe seconded the motion.

Roll Call Vote – All Aye

Mr. Meloy asked if the policy revisions were part of an annual review. Interim Commissioner Kesterman stated these were his highest priority as interim health commissioner and created immediate improvements in process. Stephanie Taylor, Human Resource Officer, is reviewing the entire personnel policy manual in 2020 to ensure that each section remains accurate and still relevant.

- b) Resolution D-2020: Expressing appreciation for the Outstanding and Dedicated Public Service of Timothy I. Ingram

Mr. Rippe moved to approve Resolution D-2020: Expressing appreciation for the Outstanding and Dedicated Public Service of Timothy I. Ingram

Mr. Meloy seconded the motion.

Roll Call Vote – All Aye

- c) Medical Director's Agreement for the term March 1, 2020 through February 28, 2021.

Mr. Rippe moved to approve Medical Director's Agreement for the term March 1, 2020 through February 28, 2021.

Mr. Meloy seconded the motion.

Roll Call Vote – All Aye

- d) Board of Health Re-organization – Offices of President and Vice-President: Mr. Brett opened nominations for President and Vice President.

Mr. Meloy moved to appoint Mark Rippe to the office of President.

Mr. Brett seconded the motion.

Roll Call Vote – All Aye

Mr. Rippe moved to appoint James Brett to the office of Vice-President.

Mr. Meloy seconded the motion.

Roll Call Vote – All Aye

9. Adjournment

Mr. Rippe moved to adjourn the meeting at 7:18 p.m.

Mr. Meloy seconded the motion.

Roll Call Vote – All Aye

Next Board of Health meeting: April 13, 2020.



Mark Rippe, President



Greg Kesterman, Secretary
Interim Health Commissioner