



Ashland County Board of Health Meeting Agenda

Tuesday, February 11, 2020 @ 7:00 pm
1763 State Route 60, Ashland, Ohio 44805

Call To Order: Jeff Hardman – Ashland County Board of Health

1. Approval of January Minutes

2. Approval of January Expenses

- A. General/ Food Protection/PHEP

3. Division Reports

- A. Health Commissioner
 - Richardson Consulting Quote
- B. Environmental Health
- C. Nursing
- D. PHEP

4. Old Business

5. New Business

- A. Motion to Approve a Sewage Variance Request:
Charles A. Bell 609 Lakeview Rd, Ashland, Charles Mill Lake-sewage
- B. Motion to Approve the Hire of:
Chassan Tafla – Registered Sanitarian @ \$20.00 per hr.
Loretta Cornell – Nursing @ \$22.00 an hr.
- C. Motion to Approve Hourly increase for Jenna Gerwig to \$22.00
- D. Motion to approve the Closing of the Health Dept on Wednesday's
- E. from 3:00pm to 4:00pm to work on Accreditation.

6. Personal Privileges

- 7. Executive Session, as necessary:** Pursuant to Section 121.22 of ORC - Regarding the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official

8. Adjourn --- Next Meeting: Tuesday, March 10, 2020 @ 7:00 pm



Ashland County Board of Health Meeting Minutes
1763 State Route 60, Ashland, Ohio 44805
January 14, 2020 – 7:00pm

Board of Health Members Present:

Jeff Hardman	Ron Puglisi
Dr. David Tomchak	Dr. Rebecca Cawrse

Staff Members Present:

Sarah Goodwill Humphrey	Health Commissioner
Shirley Bixby	Nursing Director
Pat Donaldson	Environmental Health Director

Guests Present:

Jordan Lair
Mayor Matt Miller

Call to Order: The Ashland County Health Department Meeting was called to order by Board President, Jeff Hardman 7:05 pm at 1763 State Route 60, Ashland, Ohio 44805.

Approval of Minutes: A motion was made to approve the December 2019 Board of Health Meeting minutes by Dr. Tomchak and seconded by Mr. Ron Puglisi. The motion carried.

Approval of Expenses: A motion was made to approve the December 2019 General /Food Protection/PHEP expenses by Dr. Tomchak and seconded by Dr. Cawrse. The motion carried.

Health Commissioner Report: Commissioner Humphrey reported that the 2019 Annual Financial Report for the Auditor of State was complete, and ready for review by the board of health. We continue to increase our carryover in the General Fund due to prudent overview of expenses however, the PHEP and Food funds both exceeded revenues by expenses, due to personnel costs. The completion announcement will be advertised as a Public Notice and the report will be submitted to the Ohio Auditor's Office via the Hinkle System.

Health Commissioner Humphrey drafted a Resolution to Appoint an Authorizing Individual for administering the Ohio EPA WPCLF HSTS Funding. The resolution does not name the person by name, only by the title of Health Commissioner. This will allow the new Health Commissioner

to sign EPA HSTS agreements on the AC Board of Health's behalf. Although the paperwork will be submitted immediately, applications for funding by residents will be made available in February with installation to begin in April, approximately.

Due to the transition in Health Commissioner, who has largely overseen the MCG, and the amount of the 2019 MCG that has not yet been expended, it has been decided to forego applying for the 2020 Mosquito Control Grant. The 2019 Grant has \$24.5K remaining and can be granted an extension for use until December 31, 2020 if requested. Without an extension, the grant will need to be utilized in its entirety by June 30, 2020.

Emily Frantz of Alpha, LLC will be on-site on Friday, January 17th to provide an overview of PHAB accreditation to the entire staff. This will begin our process of document collection.

Emergency Preparedness Division Report: Please see the report provided in the Board Packet, including the Multi Year Exercise Plan.

This Thursday from 8:00am to 12:00pm The Board of Health is invited and encouraged to join approximately 30 participants for a Pandemic Flu table top exercise. The exercise will be held in the main conference room of the Ashland County Service Center.

Environmental Health Division Report: Pat reported for the Board of Health to please see the packet with the yearend report. There were a little less inspections and consultations with reason being the loss of an employee. With that being said it still was a pretty active year. Somewhat down on sewage final with reason being installations didn't really start until after the fourth of July.

Right now there is a rush in getting food services inspected. Pat reported that those were a little behind because of illnesses this past year. Karleigh has been moved in and has been helping with inspections and doing a great job. Pat mentioned that we are still trying to hire someone to fill a RS position.

Nursing Division Report: Shirley reminded the Board of Health that her report was also in the packet.

Shirley reported that Sarah had applied for a \$16,000.00 reimbursable grant through the Ohio Children's Trust Fund and received it. This will purchase car seats, baby gates, pack and plays, high chairs, as well as sleep sacks. This grant ends June 30, 2020.

We are planning an event here on February 20, 2020 from 1pm to 4pm for TANF eligible families. The families that have open cases with Job and Family Services for abuse or neglect are not eligible for this program. During this event there will be stations set up for the families to come in, fill out a small amount of demographic paper work. At the end they will fill out a survey about what they learned about setting up the equipment. They cannot leave with more than \$200.00 worth of equipment.

Shirley reported that they put an ad out for a CMH Nurse. There have been no responses for the opening. Shirley is continuing to cover the CMH program, which includes home visiting. 15 families had home visits in the month of December.

Old Business: None

New Business:

- A. A resolution authorizing the Heath Commissioner to apply for, accept, and enter into a water pollution control loan fund agreement on behalf of the ACHD for the repair and replacement of home sewage treatment systems.**

Discussion: No Discussion was held.

Motion: Dr. Rebecca Cawrse

2nd: Dr. David Tomchak

Roll Call:

Dr. David Tomchak: YES

Dr. Rebecca Cawrse: YES

Jeff Hardman: YES

Ron Puglisi: YES

Resolution Passed

- B. Sewage Variance Request – Barr, Mike & Tammy; Troy Twp – Holding Tank for Personal Use Garage, to be equipped with a “high level” alarm and be inspected every 2 yrs. This variance will expire upon the sale to a new owner at which time, a new variance may be requested.**

Discussion: Mr. Barr has a shop at his property. He has requested permission to put in a holding tank. It is not feasible to put a bathroom in the shop and run it over to the existing sewage system. It does not lay out well on the property. He would like permission to put a holding tank in. The holding tank should be no less than a thousand gallon tank.

Pat suggested that assurances could be put onto it such as a high level alarm to know that it needs to be dumped or pumped out. There is no consistent time of use or amount of use that was suggested from Mr. Troy. It was asked how the high level alarm would be enforced. Pat said that we would want them to have a contract with who is going to be pumping it. We are required to do an inspection at the time of installation, and then there is an anniversary inspection, which is in the first year of installation. Pat said that we could always put in the contract that there would be an annual inspection. By rules from the State of Ohio, water and septic tanks are supposed to be water tight. They are pressure tested in the shop when they are created. That is part of the quality control.

It was asked if there was concern for a future sale of the property. Pat said the variances are issued to the homeowner at the time; it would be null and void if the property was sold. The new owner would have to request the variance or pull the tank out of the ground. A variance is issued to the person that is actually requesting it. Not to the property owner. It was decided that the tank would be inspected every two years, there would be a high water alarm, and if there was a change of ownership it would require a new variance request.

Motion: Dr. David Tomchak

2nd: Mr. Ron Puglisi

Motion Carried

C. Approval of Public Health Emergency Preparedness Multi-year Training and Exercise Plan for State Fiscal Years 2020-2024

Discussion: Sarah referred the Board of Health members to the MYTEP document that was attached to their e-mailed board packet.

Motion: Dr. David Tomchak

2nd: Dr. Rebecca Cawrse

Motion Carried

D. Approval of Resignation of Sarah Goodwill Humphrey, effective January 31, 2020

Discussion: No Discussion

Motion: Dr. David Tomchak

2nd: Dr. Rebecca Cawrse

Motion Carried

E. Approval of Annual Financial Report

Discussion: None

Motion: Dr. Tomchak

2nd: Mr. Ron Puglisi

Motion Carried:

Personal Privileges – Shirley Bixby voiced concerns about the rate of pay for Nursing. The Board of health discussed moving ahead with a work group and/or consultant to make job classifications and evaluate pay scale. Sarah will give the Board of Health information needed to contact the consulting firm.

Executive Session

Dr. Cawrse moved and Dr. Tomchak seconded the motion to enter into an Executive Session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official (Pursuant to Section 121.22 of ORC).

Roll Call:

Dr. David Tomchak: YES

Dr. Rebecca Cawrse: YES

Jeff Hardman: YES

Ron Puglisi: YES

Entered at 7:56 pm

Exited at 8:56 pm

F. Approval of 2.5% raise for ACHD staff, effective January 20, 2020

Discussion: None

Motion: Dr. Tomchak

2nd: Dr. Cawrse

Motion Carried

G. Approval of a pay rate of \$26.00 per hour for Jill Hartson, PHEP Coordinator with the additional of on-site Accreditation Coordinator responsibilities, with a commitment to remain on-staff for the Accreditation achievement journey.

Discussion: None

Motion: Dr. Tomchak

2nd: Dr. Cawrse

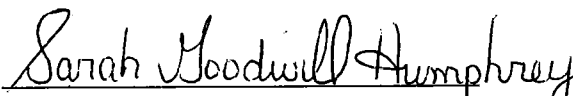
Motion Carried

Adjournment: 9:07pm

Next Meeting: Tuesday February 11, 2020 @ 7:00pm

Notes taken by: Lauren Jeffery

Jeff Hardman, President
Ashland County Board of Health


Sarah Goodwill Humphrey, Health Commissioner
Secretary to the Ashland County Board of Health

ASHLAND COUNTY HEALTH DEPARTMENT - RECAP SHEET

Jan-20

STIB

FUND 9

Account	Date	Vendor	Purpose	Amount	MTD	YTD
1030 BWC	1/14/2020	Ashland Co Commissioners	2019 BWC County	\$ 2,822.75		
1060 Health/Life	1/8/2020	Ashland Co Treasurer	Employee Life Insurance Benefits for February 2020	\$ 16.80		
	1/8/2020	Ashland Co Treasurer	Employee Wellness Admin Fees for 2020	\$ 175.00		
	1/24/2020	Ashland Co Treasurer	Employee Health Insurance for January	\$ 9,531.06		
2010 Contract Srvc.	1/8/2020	Wells Fargo Financial Leasing	Copier Lease For 12/25-01/24	\$ 436.70		
	1/24/2020	Quadax	Billing Services for December	\$ 55.00		
	1/24/2020	Shred It	Shred It services for January	\$ 70.67		
	1/24/2020	Stericycle	Biohazard Container Removal for 02/2020-04/2020	\$ 100.35		
4010 Medical Supplies	1/8/2020	GlaxoSmithKline	Private Vaccine Shingrix	\$ 1,440.60		
	1/24/2020	Sanofi Pasteur	Private Vaccine Adacel, Daptacel	\$ 543.18		
4020 Postage	1/8/2020	Staples Credit Plan	Office Supplies	\$ 95.79		
4040 Office Supplies	1/24/2020	Pitney Bowes	Ink Replacement	\$ 159.98		
	1/8/2020	Capital One	Office Supplies	\$ 99.66		
	1/24/2020	Staples Credit Plan	Office Supplies	\$ 187.57		
8050 State Remit.	1/8/2020	Ohio Division of Real Estate	Burial Permit Fees for December	\$ 60.00		
	1/8/2020	Treasurer, State of Ohio	4th Quarter VS Fees	\$ 11,836.96		
	1/8/2020	Treasurer, State of Ohio	4th Quarter PWS Permit Fees	\$ 666.00		
	1/24/2020	Treasurer, State of Ohio	4th Quarter STS Permit Fees	\$ 1,480.00		
9020 Travel	1/8/2020	Pat Donaldson	Travel/Mileage for Dec	\$ 235.00		
	1/8/2020	Jenny Helbert	Travel/Mileage for Dec	\$ 126.00		
	1/8/2020	Shirley Bixby	Travel/Mileage for Oct- Dec	\$ 195.00		
	1/8/2020	Karleigh Stichert	Travel/Mileage for Dec	\$ 119.00		
9030 Advertisement	1/8/2020	Alloway	Water Samples for November	\$ 525.00		
9040 Other	1/8/2020	Capital One	Google, Advertising	\$ 422.03		
	1/24/2020	Capital One	Google	\$ 138.88		
9070 Audit	1/8/2020	All American Excavating	EPA Grant STS Replace Boesch	\$ 7,750.00		
9200 Accreditation						
9220 EPA STS Grant						
FOOD						
1030 BWC	1/14/2020	Ashland County Commissioners	BWC 2019 Wages Food Program	\$ 580.61		
1060 Health/Life	1/8/2020	Ashland County Treasurer	Employee Life Insurance Benefits for February	\$ 2.10		
	1/24/2020	Ashland County Treasurer	Employee Health Insurance for January	\$ 1,676.00		
4010 Supplies						
4020 Postage						

January

8050	State Remit	1/8/2020	Treasurer, State of Ohio	RFE Food License fees for Dec	\$ 28.00
9020	Travel	1/8/2020	Treasurer, State of Ohio	FSO Food License fees for Dec	\$ 56.00
		1/8/2020	Karleigh Stichert	Travel/Mileage for Dec. - Food Portion	\$ 161.00
		1/8/2020	Jennifer Frazier	Travel/Mileage for Dec.	\$ 156.00
9040	Other	1/8/2020	Tom Cassell	Travel/Mileage for Dec	\$ 55.50
9070	Audit				
PHEP					
1030	BWC	1/14/2020	Ashland County Commissioners	BWC 2019 Wages Phep Program	\$ 442.21
1060	Health/Life	1/8/2020	Ashland County Treasurer	Employee Life Insurance Benefits for February	\$ 2.10
2010	Contract Srv.				
4010	Supplies				
9020	Travel	1/8/2020	Jill Hartson	Phep Travel/Mileage for Nov-Dec	\$ 79.00
9040	Other	1/8/2020	Verizon Wireless	Wireless service for Nov 22- Dec 21	\$ 162.92
TOTAL COUNTY BILLS:					\$ 42,691.42

Sarah Goodwill Humphrey MPH, CPH, F
Health Commissioner

Revised 01/27/2020



ASHLAND COUNTY HEALTH DEPARTMENT
 DIVISION OF VITAL STATISTICS
 1763 STATE ROUT 60, ASHLAND, OHIO 44805

VITAL STATISTICS MONTHLY REPORT
January 2020

	JANUARY 2020	JAN 1 – JANUARY 31
TOTAL BIRTHS	14	14
MALE	4	4
FEMALE	10	10
HOME BIRTHS	1	1
TOTAL DEATHS	41	41
MALE	24	24
FEMALE	17	17
0-18	0	0
19-44	0	1
45-64	1	1
65 & OLDER	40	40
TOTAL CERTIFIED COPIES SOLD		
BIRTH	214	214
DEATH	199	199

January 2020
PHEP/MRC Coordinator Report

Trainings/Webinars/Community Meetings

- Health and Wellness TAG, January 9
- ACHD Essential Functions work session, January 10
- Pandemic Influenza Table Top Exercise work session, January 10
- AAR/IP (After Action Report/Improvement Plan) Conference Call, January 14
- Pandemic Influenza Table Top Exercise, January 16
- Accreditation meeting, January 17
- Ashland County Healthcare Coalition meeting, presentation on emerging, novel 2019-nCoV virus, January 21
- Accreditation meeting, January 24
- CDC 2019-nCoV call, January 27
- ODH 2019-nCoV call, January 28
- ODH 2019-nCoV call, January 29
- Accreditation meeting, January 29
- ODH 2019-nCoV call, January 30
- ODH 2019-nCoV call, January 31

PHEP Updates

For the last two weeks, Jill and Jenna Gerwig have been focusing on the rapidly-changing 2019-nCoV situation AND a flu outbreak in Ashland County. Jill participated in two interviews, one with Ashland Source regarding the closing of Loudonville's Elementary School (high absenteeism related to flu) and one with Ashland University's school newspaper (2019-nCoV). Jenna was interviewed twice by the Ashland Times Gazette for two different feature stories regarding the flu outbreak in Ashland County.

- Working closely with the following community partners
 - o Ashland University
 - o EMA
 - o UH Samaritan
 - o Healthcare providers, including clinics and urgent care centers
 - o EMS and other first responders (use of PPEs and vehicle disinfecting)
 - o YMCA (addressing concerns of preschool student returning after travel to Japan)
- Providing general information to Ashland businesses, elected officials and community service providers to help avoid public panic over misinformation and sensationalized stories. We are following ODH's messaging closely for a unified message. The current focus is addressing the LOW risk 2019-nCoV poses to the general US population at this time and recommendations to follow universal precautions to avoid viruses like the novel coronavirus and the flu. (See attached educational document that was distributed 2/2/20.)
- Jill and Jenna are participating in weekly CDC 2019-nCoV calls and daily ODH conference calls.

Our participant surveys from the January 16 Pandemic Influenza Table Top Exercise indicated the exercise was a very well-received event and was much appreciated for its educational value. The

greatest take-away from the exercise was that Ashland's businesses and service providers need to develop Continuity of Operations (COOP) plans.

Currently focusing on the following deliverables:

- 2.1 – Development of a new, Pandemic Influenza Response Annex
- 3.1 - COOP Components Workbook
- 10.1 – Development of an After Action Review, Improvement Plan from the Jan. 16 TTX (with a reimbursement of over \$12,000 for successful completion, this is our biggest deliverable of the grant period)
- 4.1 - Whole Community Planning Workbook (which requires the formation of multiple focus groups)

Approved Deliverables submitted for reimbursement in January 2020 include:

- 5.2 – Ashland County Outbreak Report Status for Quarter 2 = \$1,321.06
- 9.1 – ACHD MYTEP (Multi-Year Training and Exercise Plan) = \$3,100.11
- 14.1 – ACHD Cold Chain Management Standard Operating Procedure = \$6,482.04

Submitted Deliverables; waiting on approval

- All submitted deliverables have been approved

MRC Unit 1181 Updates

- MRC volunteers Judy Weaver and John Cadley helped at ACHD clinics this month.



ASHLAND COUNTY HEALTH DEPARTMENT

1763 State Route 60 • Ashland, Ohio 44805

419-282-4357 Nursing • 419-282-4271 Fax

419-282-4337 Environmental Health • 419-282-4333 EH Fax

419-282-4231 Vital Statistics • 419-282-4360 VS Fax

www.ashlandhealth.com

The Ashland County Health Department is providing you with an update of the novel (new) coronavirus, named 2019-nCoV, that was first detected in Wuhan City, Hubei Province, China.

This map from the CDC identifies areas (as of 1/31/20) with confirmed cases of 2019-nCoV.



Recent Developments

- As of 2/3/20, 11 cases of 2019-nCoV have been identified by the CDC in the United States. **The risk to the general public is low.**
- As of 2/2/20, there are NO confirmed cases in Ohio. Test results from the two Miami University students were NEGATIVE.
- On 1/31/20, Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the U.S. to aid the nation's health care community in responding to 2019-nCoV.
- On 1/30/20, the World Health Organization declared the outbreak a "public health emergency of international concern."

Travel Restrictions

- On 2/1/20, the U.S. State Department issued a Level 4 Travel Advisory, recommending against travel to China.
- As of 2/2/20, U.S. citizens returning to the U.S. who have been in Hubei Province, China, in the previous 14 days will be subject to up to 14 days of mandatory quarantine. U.S. citizens returning to the United States who have been to other parts of China within the previous two weeks will be subject to screening and up to 14 days of monitored self-quarantine.
- As of 2/2/20, foreign citizens who have been to China in the previous 14 days will be denied entry to the U.S. Immediate family members of U.S. citizens and permanent residents are exempt.
- The U.S. plans to send all flights from China to only seven airports, none in Ohio.

About the 2019-nCoV

- Symptoms of 2019-nCoV arise within 2-14 days after exposure and include fever, cough, and difficulty breathing. According to ODH, reported cases have ranged from mild illness (similar to a common cold) to severe pneumonia that causes hospitalization.
- If an individual has traveled from China within 14 days of developing fever, cough, or difficulty breathing, they should seek medical attention immediately. We recommend calling the doctor or healthcare facility in advance to describe symptoms and travel history. This recommendation also applies to people who have been in close contact with a person with a confirmed case of 2019-nCoV.
- Health experts are still learning how 2019-nCoV spreads. Other coronaviruses spread from an infected person much like cold and flu. One case of person-to-person spread has been confirmed in the U.S., through close personal contact between spouses.

Precautionary Steps

- Please note it is far more likely that Ohioans will contract the flu than 2019-nCoV. The CDC estimates that there have been between 10,000 and 25,000 deaths from flu this season. There have been no confirmed U.S. deaths due to 2019-nCoV. It is not too late to get a flu vaccine!
- There are currently no vaccines available to prevent 2019-nCoV infections. Because of this, Ohioans are urged to follow universal contagious disease precautions:
 - Wash your hands for 20 seconds or more with soap and water. If unavailable, use alcohol-based hand sanitizer.
 - Avoid touching your eyes, nose or mouth with unwashed hands.
 - Avoid contact with people who are sick.
 - Stay home while you are sick (except to visit a health care professional) and avoid close contact with others.
 - Cover your mouth/nose with a tissue or sleeve when coughing or sneezing.
 - Get adequate sleep and eat well-balanced meals to ensure a healthy immune system.
 - Clean and disinfect frequently touched objects and surfaces in the home, office and vehicle.
- The CDC does not routinely recommend the use of face masks by the public to prevent respiratory illness and is not recommending their use at this time for 2019-nCoV.

Ashland Preparedness Measures

- The goal of the ongoing U.S. public health response, and therefore, our goal in Ashland, is to prevent sustained spread of 2019-nCoV.
- Ashland County Health Department (ACHD) is working closely with our community partners, including Ashland County EMA, University Hospitals Samaritan Medical Center, local urgent care centers and clinics, Ashland University, and first responders to practice precautionary actions to prevent the spread of 2019-nCoV.
- ACHD is participating in weekly calls with the CDC and daily calls with ODH, taking immediate action when needed.

How Can You Help?

- Base discussions and decisions on facts and not on misinformation or sensationalized media reports. ODH has an excellent website with the latest updates at www.odh.ohio.gov/coronavirus. The CDC is another factual-based website and can be accessed at www.cdc.gov.
- Correct misinformation and help avoid public panic with the reminder that the 2019-nCoV risk to the general public is considered low.
- Please continue to show care and compassion to all neighbors whether they be sick or not or have recently traveled or not. People should not be excluded from activities based on their race, country of origin or recent travel if they do not exhibit symptoms of the respiratory illness.

If you have questions or concerns, please call the ACHD at 419-282-4231.

Ashland County

Nurses Report 2020	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2020 YTD	2019	2018
Men B	1												1	123	139
Dtap	4												4	42	53
Dtap-Hib-IPV	7												7	60	72
Dtap-IPV	1												1	22	26
HIB	1												1	19	3
HPV-9	4												4	130	153
HEPA (Adult)	3												3	93	103
Hep A (Ped/Adol)	4												4	134	153
Hep B Adult	1												1	71	105
Hep B (Ped/Adol)	6												6	60	53
IPV	2												2	34	12
MCV4	1												1	169	189
MMR	5												5	72	44
MMRV	1												1	35	27
PCV-13	5												5	70	90
Rotavirus, 3-dose	4												4	24	20
Shingrix	7												7	84	84
TD	1												1	164	164
Tdap	5												5	158	158
Varicella	11												11	65	57
Totals	74												74	1,487	1,712
Influenza	0												0	565	584
TP- Mantoux	15												15	201	218
BP	0												0	58	99
Lice	8												8	15	43
Lead	0												0	5	5
Car Seats	3												3	58	70
Cribs for Kids	1												1	5	3
CMH Program															
Active-Dx	17												17	334	
Active-TX	134												134	1,694	
Total Clients	177												177	2,300	
New MAF	1												1	46	
Home Visits	14												14	66	
Newborn Referral	1												1	36	
Resources	1												1	425	
Baby Box	0												0	21	
Total Services- CMH	194												195	2,174	
Pending	7												7	94	
Annual phone calls- extensive	0												0	19	
Clients served in the office	0												0	10	
Ashland County Totals	722	0	0	0	0	0	0	0	0	0	0	0	722	10,815	4,439

Legionellosis																		0	1	1
Lyme Disease																		0	2	1
Malaria																		0	0	0
Measles																		0	0	0
Meningitis - asptic/viral																		0	3	2
Mycobacterial Disease - Not TB																		0	0	0
Mumps																		0	1	1
Pertussis		2																2	10	2
Salmonella																		0	0	5
Strep Pneumoniae																		0	3	3
TB																		0	0	0
Varicella																		0	0	1
West Nile Virus																		0	0	0
Vibriosis																		0	0	1
Yersiniosis																		0	0	0
Ashland City Totals	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	133	161
County-City Totals	35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35	300	362

** Results as of 02/04/2020 using ODRS "Created Date" and includes all Confirmed, Suspect, and Probable cases. Information is accurate on day of report and subject to change as cases are added/updated.

Ashland County Health Department
Environmental Health Report

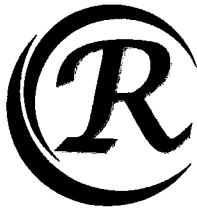
Ashland County

ENVIRONMENTAL HEALTH ACTIVITIES	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2020 YTD	2019
Food Protection														
FSO's Licensed	1													183
FSO's Inspected (Risk Level 1-4)	56													379
FSO Reinspection	11													55
CCP Inspection	8													140
FSO Consultation	16													860
RFE's Licensed	0													94
RFE Inspection (Risk Level 1-4)	12													142
RFE Reinspection	0													21
Process Review Inspection	0													11
RFE Consultation	6													338
Mobile FSO/RFE Licensed	1													72
Mobile Inspection	0													77
Out of County Mobile Inspect.	0													39
Mobile Consultation	7													262
Temporary FSO/RFE Licensed	0													22
Temporary FSO/RFE Inspection	0													22
Temporary Consultation	0													59
Vending Location Licensed	0													32
Vending Location Inspection	9													13
Vending Consultation	0													14
Foodborne Investigation	0													3
Foodborne Consultation	1													15
Food Complaint Investigation	0													24
Food Complaint Consultation	0													22
FSO/RFE Plan Review	6													67
Institutional Facilities														
Jail Inspection	0													2
Jail Consultation	0													1
School Inspection	0													24
School Consultation	0													26
Public Health Nuisances														
Air/Water Complaint Invest	0													0
Air/Water Complaint Consult	3													3
Animal Complaint Invest	0													1
Animal Complaint Consult	0													1
Housing Complaint Invest	0													2
Housing Complaint Consult	1													18
Indoor Air Invest	0													0
Indoor Air Consult	6													25
Insect/Rodent Complaint Invest	0													4
Insect/Rodent Complaint Consult	1													27
Other Complaint Invest	1													41
Other Complaint Consult	1													15
Sewage Complaint Invest	0													9
Sewage Complaint Consult	2													13
Solid Waste Complaint Invest	0													14
Solid Waste Complaint Consult	1													23

2 of 2

Mileage
Report

Environmental Health Mileage: 2020					Totals
Sanitarian	P. Donaldson	K. Stichert	J. Frazier		
January	517	356	388		1,261
February					0
March					0
April					0
May					0
June					0
July					0
August					0
September					0
October					0
November					0
December					0
2020 Totals	517	356	388	0	1,261



Richardson
COMPENSATION CONSULTING, LLC

2469 E. Dublin-Granville Rd.
#29312
Columbus, OH 43229
(614) 678-8003
www.richcompconsulting.com

PROPOSAL

CLIENT

Ashland County Health
Department

CLIENT CONTACT

Sarah Humphrey,
Health Commissioner

PROPOSAL DATE

10/11/18

ADDRESS

1763 State Route 60
CITY/STATE/ZIP

Ashland, Ohio 44805

PHONE

(419) 282-4231

E-MAIL

shumphrey@ashlandhealth.com

PREPARED BY:

Daniel L. Richardson,
CCP, SHRM-SCP

**SERVICES START
DATE**

1/1/19

**PAYMENT TERMS (All
Services)**

1/3 Upon Execution
1/3 Upon Completion of
Market Scan & Analysis
1/3 Upon Delivery of All
Proposed
Recommendations

SERVICES END DATE

4/30/2019

QUANTITY	DESCRIPTION	HOURLY RATE	ESTIMATED HOURS	AMOUNT
1	Job Analysis (8 Jobs)			\$4,500.00
	Design and Administer Job Information Questionnaire (JIQ) to Staff.			
	Design Draft Job Descriptions Based on JIQ Results.			
	Deliver Draft Descriptions to Health Commissioner for Review & Feedback			
	Conduct FLSA (Overtime) Review for All Jobs With Recommendations.			
	Finalize & Deliver Proposed Job Descriptions & FLSA Recommendations to Health Commissioner.			
1	Market Salary Scan & Analysis			\$2,250.00
	Obtain Salary Data for All Jobs (Using Existing Salary Surveys & Most Current Market Salary Data)			
	Analyze Results to Determine Aggregate and Job Specific Market Positions.			
	Create Composite Market Salary Reports for Each Job.			
	Deliver Composite Results to Health Commissioner for Feedback & Finalization			
1	Base Salary Structure Design			\$3,600.00
	Analysis & Design of Formal Salary Structure (Using Market Salary Data) to Market Competitiveness and Cost Effective Administration			
	Deliver Proposed Base Salary Structure to Health Commissioner for Feedback & Finalization			
1	Job Evaluation (Pricing) Analysis			\$900.00
	Evaluation of Each Job to Determine the Most Appropriate Pay Grade Within the Proposed Base Salary Structure			
	Deliver Proposed Job Evaluation Recommendations to Health Commissioner for Feedback & Finalization			

SUBTOTAL	\$11,250.00
SALES TAX	\$0.00
TOTAL	\$11,250.00

THIS PROPOSAL INCLUDES THE CONDITIONS NOTED:

- * A workspace is provided during on-site visits.
- * Regular update meetings with Health Commissioner will be held to track progress.