



**Ashland County Board of Health
Meeting Agenda
Tuesday, April 9, 2019 @ 7:00 pm
1763 State Route 60, Ashland, Ohio 44805**

Call To Order: Ron Puglisi – Ashland County Board of Health

1. Approval of March Minutes

2. Approval of March Expenses

- A. General/ Food Protection/PHEP

3. Division Reports

- A. Health Commissioner
- B. Environmental Health
- C. Nursing

4. Old Business

5. New Business

- A. Presentation of 2018 Annual Report/Annual Financial Report
- B. Consideration of Approval:
 - a. PHEP Continuity of Operations Plan
- C. Election of Board of Health President and President Pro Tempore

6. Personal Privileges

7. Executive Session: 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: May 14, 2019 @ 7:00 pm



Ashland County Board of Health Meeting Minutes
1763 State Route 60, Ashland, Ohio 44805
March 12, 2019 – 7:00pm

Board of Health Members Present:

Ron Puglisi

Stan Kopp

Dr. David Tomchak

Staff Members Present:

Sarah Goodwill Humphrey

Health Commissioner

Shirley Bixby

Nursing Director

Lauren Jeffery

Vital Statistics

Guests Present:

Call to Order: The Ashland County Health Department Meeting was called to order by Board President, Ron Puglisi 7:10 pm at 1763 State Route 60, Ashland, Ohio 44805.

Approval of Minutes: A motion was made to approve the February 2019 Board of Health Meeting minutes by Dr David Tomchak and seconded by Mr. Stan Kopp. The motion carried.

Approval of Expenses: A motion was made to approve the February 2018 General /Food Protection/PHEP expenses by Dr. David Tomchak and seconded by Mr. Stan Kopp. The motion carried.

Health Commissioner Report: Health Commissioner Humphrey extended an invitation to the Board of Health for March 27th Community Health Assessment Draft Results Meeting where the Hospital Council of Northwest Ohio will be unveiling the rough draft results of the adult survey. It is just the beginning of the process, where discussion will be held regarding the results, getting input from the community and then moving into the development of the improvement plan in subsequent meeting. This is a collaborative process, with many agencies and representatives from the community participating. The result will be Target Action Groups,

organized around the identified health need priorities, who implement the strategies to improve the health within those priority areas.

Sarah reported that there had been a Vinyl Marketing meeting, where the functions of the health department were discussed as well as the desired theme and tone of the video as well as the implications to the public should funding not be supported. The next meeting will be on April 4th at 1:00pm at Vinyl Marketing.

The Annual Report is in development, we will have that to present next month and it will be ready to give to the DAC members at their meeting on March 28th at 6:30pm. Dr. Cawrse is the Board of Health member who is up for a 5 year term renewal at the 2019 DAC meeting.

Sarah continue to work on the ODH Annual Financial Report as well as the new AFR reporting template that helps determine areas of funding need when providing the essential services of public health. These are very detail oriented reports that are due May 1st.

Accreditation document collection and prerequisite documents are progressing, with staff efforts. Jill Hartson continues to meet the PHEP Grant deliverables and is revising plans as needed. Reimbursement for efforts is achieved when ODH grants approval to given activities and reports. Jill received notification of approved grant funding of \$70,457 for Federal Fiscal Year 2020.

Sarah Humphrey and Pat Donaldson attended a recent public meeting of the Ashland County Commissioners regarding the sustainability of the Ashland County Recycling Center. Based on the information provided by the contractor hired to conduct the feasibility study, she would be willing to state that she would be in full support of keeping the recycling center as it currently operates. The Ashland County Recycling Center is an invaluable community asset and has the workforce and adaptability to adjust the changing recycling/solid waste market. It is difficult to break the functions of the recycling center into individual components of profitability as the recycling aspect and the solid waste aspect are dependent on the other within Ashland County.

Emergency Preparedness Division Report: Please see the report provided in the Board Packet.

Environmental Health Division Report: Please see the report provided in the Board Packet.

Nursing Division Report: Shirley reported that she and Laurie will be doing a Hep A vaccine clinic, addressing the fact the current Hep A outbreak throughout the state of Ohio. There was 1 Hepatitis A case reported in 2018. Jenna Gerwig had been addressing at-risk populations for vaccination campaigns, including the Salvation Army Croc Center.

There was a contract procured with Medical Mutual HMO Advantage Plan. This is a plan for older adults. The pharmacy license has also been renewed. Dr. Tomchak has been very helpful through the different processes.

The nurses have been working on the community baby shower, which will be held June 19, 2019. Family Fun Day will be May 4th, a large community event that conducted along with United Way. This will be at the Ashland County Fairgrounds. Shirley and Mark Rafeld have been meeting about Amish Health and Safety Day, to be held a local Amish resident's, Enis Keim.

The question was asked by Ron Puglisi about what happened with the change of nursing procedure, as noted on Shirley's written report. Shirley explained that a client wanted to change service coordinators and that she had asked her staff to include her in conversations regarding situations such as this.

Old Business: None

New Business: Consideration for Approval

A. Approval of Billing Protocols for Collections of Clinic Fees with Patient Responsibility

Motion Made By: Dr. David Tomchak

2nd: Stan Kopp

Discussion:

Sarah asked Shirley to present the protocols for collection of which she explained that the protocol would be for the few patients that were given vaccines but insurance did not pay which becomes patient responsibility. The nursing secretary has billed some individuals several times, without response. Shirley reported that a meeting was held with State Collection and Recovery Services of Monroeville. They discussed their collection procedures which include a percentage fee of funds recovered but that there is no contract. The recovery rate is 25% of the amount owed. They do have other health departments that they work with.

The procedure would be that Andrea would write three letters and if there was no response, then it would go into collections. After the collection company attempts to contact them and if they are unable to collect, we would have the choice to continue on in court. It would have to be profitable enough to do this. Dr. Tomchak suggested that any agreed upon payment plan should be no less \$25.00 or an amount that would have the account paid off in one year, if greater than \$25.00 per month.

The proposal should be revised as 3 letters will be sent to the address on file explaining why insurance is denying the claim and to please call and set up payment plan of no less than \$25.00 a month or an amount that satisfies the bill within 12 months whichever is greater, or payment in full. Missed or late payments by 10 days or more will result in the account being turned over to collection services.

Motion Carried

B. Purchase of private flu Vaccine for 2019-20 season – 480 doses \$11,065.68:

Motion Made By: Stann Kopp

2nd: Dr. David Tomchak

Discussion:

Shirley reports there is not much change from last year in the amount requested to be order. However, there will be no purchase of baby doses as Fluzone is now approved for 6 months and older. Flu zone is being purchased in the multi dose vials, single use syringes, and high dose flu vaccine. The charge is a little higher this year, which is typical for vaccine. Pre order needs to be placed by March 31st.

Motion Carried

C. Approval of the ACHD Workforce Development Plan 2019-2022

Motion: Dr. David Tomchak

2nd: Stan Kopp

Discussion:

This is a PAHB perquisite document that began development in-house and realized it was beyond our capabilities and time restrictions. Therefore, Anne Goon was contracted to complete this document. The plan addresses training schedule that the staff will do not only on a yearly basis but anything that is specific to a job description. This is a fundamental accreditation document that the management team will continue review and revise.

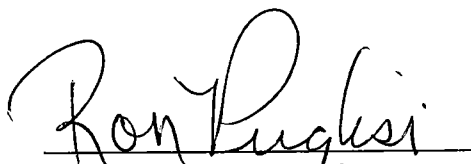
Motion Carried

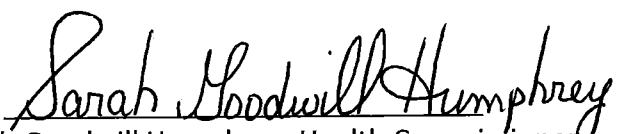
Personal Privileges – None

Adjournment: The meeting was adjourned at 8:08 pm

Next Meeting: The next Board of Health Meeting will be held on Tuesday April 9, 2019 at 1763 State Route 60, Ashland, Ohio 44805 at 7:00pm.

Notes taken by: Lauren Jeffery


Ron Puglisi, President
Ashland County Board of Health


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

Ashland County Health Department - March Budget Report

2019 - COUNTY HEALTH DEPARTMENT
March

REVENUE

FUND 9 General

| | 2019 Certified Budget | 2019 AMENDED BUDGET | March MTD Actual | YTD ACTUAL | Current Budget Bal |
|------------------------------------|--------------------------|------------------------|---------------------|-------------------|-----------------------|
| 00001 Real Property Taxes | 165,821.00 | 165,821.00 | 0.00 | 0.00 | 165,821.00 |
| 00004 Subdivision Levy | 22,000.00 | 22,000.00 | 0.00 | 0.00 | 22,000.00 |
| 00006 Mobile Home Tax | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 00210 Health Permits | 35,000.00 | 35,000.00 | 2,471.00 | 5,145.00 | 29,855.00 |
| 00211 Health Licenses | 35,000.00 | 35,000.00 | 150.00 | 11,810.00 | 23,190.00 |
| 00302 All State Revenue /Grants | 50,000.00 | 50,000.00 | 8,232.30 | 14,353.30 | 35,646.70 |
| 00399 2 1/2 Rollback Homestead /ST | 23,000.00 | 23,000.00 | 0.00 | 0.00 | 23,000.00 |
| 00422 BCMH Nursing Fees | 65,000.00 | 65,000.00 | 3,880.00 | 17,930.00 | 47,070.00 |
| 00431 Health Birth / Death Fees | 100,000.00 | 100,000.00 | 9,625.00 | 26,800.00 | 73,200.00 |
| 00432 Environmental Health Fees | 20,000.00 | 20,000.00 | 2,260.00 | 5,235.00 | 14,765.00 |
| 00433 Vaccine Nursing Fees | 105,000.00 | 105,000.00 | 5,975.81 | 18,435.34 | 86,564.66 |
| 00642 All Other Misc Revenue | 10,000.00 | 10,000.00 | 0.00 | 1,007.10 | 8,992.90 |
| 00919 All Other Reimbursement | 255,500.00 | 255,500.00 | 149.00 | 52,011.33 | 203,488.67 |
| 00931 Gifts & Donations | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| REVENUES TOTAL | 887,821.00 | 887,821.00 | 32,743.11 | 152,727.07 | 735,093.93 |

EXPENSE

FUND 9 General

| | 2019 Approved Budget | 2019 Amended Budget | March 2019 Expenses | 2019 YTD Expenses | Unexpended Balance | Open POs | Unencumbered Balance |
|-------------------------------------|----------------------------|---------------------------|------------------------|----------------------|-----------------------|-------------------|-------------------------|
| 01011 Employee Wages | 460,000.00 | 460,000.00 | 43,873.32 | 103,776.47 | 356,223.53 | 0.00 | 356,223.53 |
| 01020 PERS / STRS | 78,400.00 | 78,400.00 | 6,142.28 | 14,528.73 | 63,871.27 | 0.00 | 63,871.27 |
| 01030 Workers Compensation | 7,000.00 | 7,000.00 | 0.00 | 3,532.51 | 3,467.49 | 0.00 | 3,467.49 |
| 01040 Medicare Employer Share | 8,120.00 | 8,120.00 | 636.16 | 1,504.74 | 6,615.26 | 0.00 | 6,615.26 |
| 01060 Insurance Premium | 105,000.00 | 105,000.00 | 9,126.33 | 36,686.42 | 68,313.58 | 13,513.58 | 54,800.00 |
| 02010 Ashland Co Health Contract | 6,750.00 | 6,750.00 | 55.00 | 2,176.64 | 4,573.36 | 823.36 | 3,750.00 |
| 04010 Ashland Co Health Supplies | 77,200.00 | 77,200.00 | 3,244.55 | 7,728.36 | 69,471.64 | 12,271.64 | 57,200.00 |
| 04020 Postage | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 800.00 | 700.00 |
| 04040 Office Supplies/Printing | 5,000.00 | 5,000.00 | 228.02 | 869.32 | 4,130.68 | 1,130.68 | 3,000.00 |
| 05040 Equipment | 7,500.00 | 7,500.00 | 0.00 | 0.00 | 7,500.00 | 0.00 | 7,500.00 |
| 08050 Ashland Co Health State Reiml | 65,000.00 | 65,000.00 | 52.50 | 15,019.54 | 49,980.46 | 4,980.46 | 45,000.00 |
| 08070 Tax Settlement Fees | 4,500.00 | 4,500.00 | 0.00 | 0.00 | 4,500.00 | 0.00 | 4,500.00 |
| 09020 Travel | 14,000.00 | 14,000.00 | 513.45 | 1,423.50 | 12,576.50 | 3,576.50 | 9,000.00 |
| 09030 Advertisement | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 0.00 |
| 09040 Ashland Co Health Other Expe | 40,000.00 | 40,000.00 | 5,127.64 | 6,804.64 | 33,195.36 | 33,195.36 | 0.00 |
| 09070 Audit Expenses | 7,500.00 | 7,500.00 | 0.00 | 0.00 | 7,500.00 | 0.00 | 7,500.00 |
| 09200 Accreditation | 0.00 | 25,000.00 | 0.00 | 630.00 | 24,370.00 | 24,370.00 | 0.00 |
| 09220 HSTS EPA | 0.00 | 25,000.00 | 0.00 | 5,700.00 | 19,300.00 | 19,300.00 | 0.00 |
| EXPENSES TOTAL | 888,970.00 | 938,970.00 | 70,499.25 | 201,880.87 | 737,089.13 | 113,961.58 | 623,127.55 |
| BEGINNING BALANCE | 465,260.56 | 465,260.56 | 152,727.07 | - | 416,106.76 | - | 416,106.76 |
| CURRENT FUND BALANCE | | | | | | | |

Ashland County Health Department - March Budget Report

March

2019
Certified Budget

2019
AMENDED BUDGET

March
MTD Actual

YTD ACTUAL

Current
Budg. Bal

REVENUE

FUND 16 PHEP

| | | | | | |
|----------------------------------|------------------|------------------|-----------------|-----------------|------------------|
| 00302 All State Revenue / Grants | 69,000.00 | 69,000.00 | 2,395.54 | 8,420.32 | 60,579.68 |
| 00802 Advances In | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 00919 All Other Reimbursement | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| REVENUES TOTAL | 69,000.00 | 69,000.00 | 2,395.54 | 8,420.32 | 60,579.68 |

EXPENSE

FUND 16 PHEP

2019

| | 2019 Approved Budget | 2019 Amended Budget | March 2019 Expenses | 2019 YTD Expenses | Unexpended Balance | Open POs | Unencumbered Balance |
|----------------------------------|-------------------------|------------------------|------------------------|----------------------|-----------------------|-----------------|-------------------------|
| 01011 Employee Wages | 42,130.00 | 42,130.00 | 5,312.20 | 20,652.97 | 21,477.03 | 0.00 | 21,477.03 |
| 01020 PERS / STRS | 5,898.20 | 5,898.20 | 743.72 | 1,744.82 | 4,153.38 | 0.00 | 4,153.38 |
| 01030 Workers Compensation | 480.00 | 480.00 | 0.00 | 369.85 | 110.15 | 0.00 | 110.15 |
| 01040 Medicare Employer Share | 610.89 | 610.89 | 77.02 | 299.46 | 311.43 | 0.00 | 311.43 |
| 01060 Insurance Premium | 13,729.38 | 13,729.38 | 2.10 | 6.30 | 13,723.08 | 97.90 | 13,625.18 |
| 02010 Ashland Co Health Contract | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 04010 Supplies | 543.29 | 543.29 | 0.00 | 0.00 | 543.29 | 0.00 | 543.29 |
| 04020 Postage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 04040 Printing | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | 100.00 |
| 05040 Equipment | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 1,000.00 |
| 08020 Advances Out | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 09020 Travel | 1,000.00 | 1,000.00 | 189.50 | 189.50 | 810.50 | 1,000.00 | -189.50 |
| 09040 Other Expenses | 3,508.24 | 3,508.24 | 171.18 | 546.34 | 2,961.90 | 1,812.53 | 1,149.37 |
| 2014-09200 Capacity Bldg Award | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2014-09240 Challenge Award | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| FUND 16 EXPENSES TOTAL | 69,000.00 | 69,000.00 | 6,495.72 | 23,809.24 | 45,190.76 | 2,910.43 | 42,280.33 |

BEGINNING BALANCE

\$48,188.39

YTD REVENUES

+

8,420.32

YTD EXPENSES

-

23,809.24

CURRENT FUND BALANCE

= 32,799.47

Ashland County Health Department - March Budget Report

March 2019 2019 March Current
Certified Budget AMENDED BUDGET MTD Actual YTD ACTUAL Budg. Bal

REVENUE

FUND 23 FOOD

| | | | | | |
|-------------------------------|-------------------|-------------------|------------------|-------------------|------------------|
| 00220 Food Service License | 105,000.00 | 105,000.00 | 40,637.00 | 100,953.72 | 4,046.28 |
| 00432 Food Service Late Fee | 1,000.00 | 1,000.00 | 2,134.75 | 2,134.75 | -1,134.75 |
| 00433 Food Service Review Fee | 1,000.00 | 1,000.00 | 69.50 | 248.71 | 751.29 |
| 00642 All Other Misc Revenue | 15,000.00 | 15,000.00 | 150.00 | 750.00 | 14,250.00 |
| REVENUES TOTAL | 122,000.00 | 122,000.00 | 42,991.25 | 104,087.18 | 17,912.82 |

EXPENSE

FUND 23 FOOD

| | 2019 Approved Budget | 2019 Amended Budget | March 2019 Expenses | 2019 YTD Expenses | Unexpended Balance | Open POs | Unencumbered Balance |
|-------------------------------------|----------------------|---------------------|---------------------|-------------------|--------------------|------------------|----------------------|
| 01011 Employee Wages | 81,838.00 | 81,838.00 | 6,555.95 | 18,973.39 | 62,864.61 | 0.00 | 62,864.61 |
| 01020 PERS / STRS | 11,457.37 | 11,457.37 | 917.83 | 2,656.28 | 8,801.09 | 0.00 | 8,801.09 |
| 01030 Workers Compensation | 1,200.00 | 1,200.00 | 0.00 | 652.82 | 547.18 | 0.00 | 547.18 |
| 01040 Medicare Employer Share | 1,186.65 | 1,186.65 | 95.07 | 275.14 | 911.51 | 0.00 | 911.51 |
| 01060 Insurance Premium | 30,000.00 | 30,000.00 | 2,669.63 | 10,724.32 | 19,275.68 | 4,275.68 | 15,000.00 |
| 04010 Supplies | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 2,000.00 | 3,000.00 |
| 04020 Postage | 1,200.00 | 1,200.00 | 402.50 | 402.50 | 797.50 | 597.50 | 200.00 |
| 05040 Equipment | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 | 200.00 |
| 08050 Ashland Health Dpt State Reir | 10,500.00 | 10,500.00 | 4,974.00 | 5,058.00 | 5,442.00 | 942.00 | 4,500.00 |
| 09020 Travel | 6,000.00 | 6,000.00 | 297.75 | 876.00 | 5,124.00 | 2,124.00 | 3,000.00 |
| 09040 Other Expenses | 2,000.00 | 2,000.00 | - | 52.49 | 1,947.51 | 947.51 | 1,000.00 |
| EXPENSES TOTAL | 150,582.02 | 150,582.02 | 15,912.73 | 39,670.94 | 110,911.08 | 10,886.69 | 100,024.39 |

BEGINNING BALANCE

\$118,690.65

+

YTD REVENUES

104,087.18

-

YTD EXPENSES

39,670.94

CURRENT FUND BALANCE

= 183,106.89

March

ASHLAND COUNTY HEALTH DEPARTMENT - RECAP SHEET

Mar-19

BILLS

FUND 9

| Account | Date | Vendor | Purpose | Amount | MTD | YTD |
|----------------------|---|-------------------------------|---|-------------|-----|-----|
| 1030 1060 | BWC Health/Life | Ashland County Treasurer | Employee Health Insurance Benefits for March 2019 | \$ 9,107.43 | | |
| | | Ashland County Treasurer | Employee Life Insurance Benefits for April 2019 | \$ 18.90 | | |
| | | Ashland County Treasurer | Employee Health Insurance Benefits for April 2019 | \$ 9,107.43 | | |
| 2010 | Contract Svc. | Wells Fargo Financial Leasing | Copier Lease for March 2019 | \$ 603.36 | | |
| | | Quedax | Billing Services for February | \$ 55.00 | | |
| 4010 | Medical Supplies | Sanofi | Medical Supplies Alcohol Prep pads/syringes | \$ 402.63 | | |
| | | GlaxoSmithKline | Private Vaccine Shingrix | \$ 2,772.00 | | |
| | | Sanofi Pasteur, Inc. | Medical Supplies Alcohol Prep pads | \$ 69.92 | | |
| | | Merck | Private Vaccine MMR | \$ 700.17 | | |
| | | GlaxoSmithKline | Private Vaccines Boostrix, Bexsero, Engerix - B, Shingrix | \$ 3,711.50 | | |
| 4020 4040 | Postage Office Supplies | Staples | Office Supplies | \$ 58.58 | | |
| | | Amazon | Office Supplies | \$ 28.95 | | |
| | | Truax Printing | Envelopes | \$ 140.49 | | |
| | | Staples | Office Supplies | \$ 124.83 | | |
| 8050 9020 | State Remit. Travel | Ohio Division of Real Estate | Burial Permit Fees for Feb. 2019 | \$ 52.50 | | |
| | | Jenny Helbert | Travel/Mileage for Jan. & Feb | \$ 156.00 | | |
| | | Andrea Ellison | Travel/Mileage for Feb | \$ 18.00 | | |
| | | Michele Funk | Travel/Mileage for Feb | \$ 52.95 | | |
| | | Pat Donaldson | Travel/Mileage for Feb | \$ 66.50 | | |
| | | A.J. Sturgis | Travel/Mileage for Feb | \$ 220.00 | | |
| | | Jenna Boliantz | Travel/Mileage for Dec - Feb | \$ 138.70 | | |
| 9030 9040 | Advertisement Other | Vinyl Marketing | Brand Video, Marketing Campaign | \$ 1,500.00 | | |
| | | Capital One | Pharmacy License/Gmail | \$ 536.31 | | |
| | | NACCHO | 2019 Membership | \$ 210.00 | | |
| | | Vinyl Marketing | Mosquito Grant - Brand Video, Marketing Campaign | \$ 3,600.00 | | |
| | | Ashland Times Gazette | Legal Notice 03/01/2019 | \$ 20.97 | | |
| | | Ashland Co Solid Waste | Mosquito Grant - Tire Voucher for Feb. 2019 | \$ 97.00 | | |
| | | Ohio Department of Health | Midwest Workshop - 0905 AJ Sturgis | \$ 40.00 | | |
| | | Ohio Department of Health | Midwest Workshop - 0905 Pat Donaldson | \$ 20.00 | | |
| | | Walmart | Supplies for Child Fatality Board Meeting | \$ 9.87 | | |
| | | Capital One | Google Suite | \$ 96.31 | | |
| 9070 9200 9220 | Audit Accreditation EPA STS Grant | | | | | |
| 1030 | FOOD BWC | | | | | |

March

| | | | | | |
|------|----------------------------|-----------|--------------------------|---|--------------|
| 1060 | Health/Life | 3/1/2019 | Ashland County Treasurer | Employee Health Insurance Benefits for March 2019 | \$ 2,665.43 |
| | | 3/6/2019 | Ashland County Treasurer | Employee Life Insurance Benefits for April 2019 | \$ 4.20 |
| | | 3/18/2019 | Ashland County Treasurer | Employee Health Insurance Benefits for April 2019 | \$ 2,665.43 |
| 4010 | Supplies | 3/18/2019 | Purchase Power | Postage Meter Refill | \$ 402.50 |
| 4020 | Postage | 3/6/2019 | Treasurer, State of Ohio | ODH FSO Food License Fees for Jan and Feb. 2019 | \$ 3,434.00 |
| 8050 | State Remit | 3/6/2019 | Treasurer, State of Ohio | ODA RFE Food License Fees for Jan and Feb. 2019 | \$ 1,540.00 |
| | | 3/6/2019 | Jennifer Frazier | Travel/Mileage for Feb. 2019 | \$ 158.75 |
| 9020 | Travel | 3/18/2019 | Tom Cassell | Travel/Mileage for Feb. 2019 | \$ 139.00 |
| 9040 | Other | | | | |
| 9070 | Audit | | | | |
| | PHEP | | | | |
| 1030 | BWC | | | | |
| 1060 | Health/Life | 3/6/2019 | Ashland County Treasurer | Employee life Insurance Benefits for April 2019 | \$ 2.10 |
| 2010 | Contract Svc. | | | | |
| 4010 | Supplies | 3/6/2019 | Jill Hartson | Travel/Mileage for Dec. - Mar 4, 2019 | \$ 189.50 |
| 9020 | Travel | 3/6/2019 | Verizon | Wireless Phone Bill for Jan 22- Feb. 21, 2019 | \$ 171.18 |
| 9040 | Other | | | | |
| | TOTAL COUNTY BILLS: | | | | \$ 45,108.39 |

TOTAL COUNTY BILLS:

Sarah Goodwill Humphrey MPH, CPH, F
Health Commissioner

Revised 03/27/2019

Health Commissioner's Report

April 2019 Board of Health Meeting

- March 13th – Holmes/Wayne/Ashland Soil & Water Conservation Ag Day with Speaker, Dorothy Pelanda, Director of ODA
- March 20th – Public Health Speaker at West Holmes High School Career day
- March 20th – ACHD Accreditation Meeting
- March 21st – State Epidemiologist Mtg – PHEP Grant Deliverable
- March 21st – AOHC Central Region Meeting - Worthington
- March 27th – Ashland Co Community Health Assessment Draft Adult Survey Meeting
- March 28th – Ashland County District Advisory Council Meeting
- April 3rd – AOHC Public Affairs Webinar – Review and Recommendations of proposed state budget
- April 1-4th – ODA Food Survey Retail Food Establishment
- April 5th – Accreditation Learning Community - Reynoldsburg

Regular Meetings/Calls

- Weekly Ohio Department of Health (ODH)/Local Health Department (LHD) calls: Every Wed @ 11am
- Monthly FCFC Full Council/Exec Meetings

Upcoming Dates of Importance

- May 1st – ODH AFR Deadline
- May 6-10th – AOS Biennial Audit
- May 13-15th – Public Health Combined Conference
- April 10th, April 25th, May 7th & May 28th – Community Health Improvement Meetings
- May 2nd – Red Cross Smoke Alarm Installation Project 12:00 – 4:00 pm

Accreditation:

A document tracking tool has been decided upon by the Accreditation Planning Team of Sarah Humphrey, Jill Hartson, and Jenny Helbert. The planning team will utilize the tracking tool to collect documents for PHAB accreditation, identify areas of need, and facilitate the development documentation as needed. The Planning Team attended and Accreditation Learning Community workshop on April 5th to talk about the PHAB requirements around Health Equity. Demonstration in this particular area has proven to be one that many local health departments receive action plans.

Grants:

The 2019-2020 MCG Notice of Award for \$25,0000.00 was received from the Ohio EPA. This is the 3rd year that the ACHD has received this grant and we are happy to continue mosquito control efforts through education, breeding habitat reduction, trapping and testing, larvacide and supporting community adulticide efforts.

\$182,902.00 remains for HSTS repair/replacement until October 2019. AJ continues to receive applicants that are eligible for 50-100% financial support for system repair/replacement.

2019 is a continuation year for Infant Vitality Funding (i.e. Cribs for Kids program) therefore, as ACHD was not a grant recipient in 2018, we are not applicable for funding in 2019. A competitive grant year begins in 2020, with applications proposed to be due in April of 2020. It is my intent to apply for direct Cribs for Kids funding.

Finance and Other:

I will be working on the detailed Annual Financial Report that is due to ODH by May 1st (an extended date for 2019 with the unveiling of new, more detailed reporting requirement).

Shirley and I worked through the process of revalidation with Medicaid Services, as the first application for revalidation was not approved. We are awaiting approval for continued billing capabilities.

State Policy:

Governor's Health Priorities:
Smoking 21 Initiative
Infant Mortality
Clean Water

Department Policy and Procedures:

A recent situation occurred with a member of the public entering the work space of an employee, compromising the staff member's safety. I am in discussion with both the County Commissioners and the County Safety Officer regarding safety measures at the Service Center that will limit direct public access to staff as well as provide an alerting system that will help increase awareness when a staff member may be in need of assistance.

Shirley and I developed an algorithm for directing cases and case contacts to either their PCP or the Medical Director for treatment of a communicable disease. Although this algorithm can be adjusted with authorization of the Medical Director or Health Commissioner, it presents a standard operating procedure for a variety of situations, including issues with access to care.

ODA Retail Food Establishment Survey:

To be discussed by the EH Director

Community Health Assessment Draft Adult Survey:

Executive Summary will be given to BOH members at monthly meeting. Full 147 page report is available on the www.ashlandhealth.com website.



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

VITAL STATISTICS MONTHLY REPORT
MONTH OF MARCH 2019

TOTAL BIRTHS 16

MALE 6

FEMALE 10

TOTAL DEATHS 36

MALE 16

FEMALE 20

0-18 0

19-44 0

45-64 1

65 & OLDER 35

TOTAL CERTIFIED COPIES SOLD

BIRTH 235

DEATH 137

Ashland County

| ENVIRONMENTAL HEALTH ACTIVITIES | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | 2019 YTD | 2018 |
|----------------------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|----------|------|
| Food Protection | | | | | | | | | | | | | | |
| FSO's Licensed | 1 | 105 | 61 | | | | | | | | | | 167 | 180 |
| FSO's Inspected (Risk Level 1-4) | 21 | 33 | 6 | | | | | | | | | | 60 | 346 |
| FSO Reinspection | 5 | 4 | 2 | | | | | | | | | | 11 | 43 |
| CCP Inspection | 9 | 24 | 4 | | | | | | | | | | 37 | 165 |
| FSO Consultation | 95 | 40 | 21 | | | | | | | | | | 156 | 905 |
| RFE's Licensed | 0 | 54 | 32 | | | | | | | | | | 86 | 88 |
| RFE Inspection(Risk Level 1-4) | 9 | 12 | 1 | | | | | | | | | | 22 | 127 |
| RFE Reinspection | 2 | 0 | 0 | | | | | | | | | | 2 | 13 |
| Process Review Inspection | 1 | 4 | 0 | | | | | | | | | | 5 | 11 |
| RFE Consultation | 27 | 8 | 12 | | | | | | | | | | 47 | 372 |
| Mobile FSO/RFE Licensed | 0 | 11 | 35 | | | | | | | | | | 46 | 73 |
| Mobile Inspection | 0 | 0 | 11 | | | | | | | | | | 11 | 136 |
| Out of County Mobile Inspect. | 0 | 0 | 1 | | | | | | | | | | 1 | 62 |
| Mobile Consultation | 2 | 3 | 6 | | | | | | | | | | 11 | 233 |
| Temporary FSO/RFE Licensed | 0 | 1 | 2 | | | | | | | | | | 3 | 32 |
| Temporary FSO/RFE Inspection | 0 | 1 | 2 | | | | | | | | | | 3 | 30 |
| Temporary Consultation | 3 | 0 | 2 | | | | | | | | | | 5 | 96 |
| Vending Location Licensed | 0 | 31 | 0 | | | | | | | | | | 31 | 33 |
| Vending Location Inspection | 8 | 4 | 1 | | | | | | | | | | 13 | 21 |
| Vending Consultation | 9 | 1 | 0 | | | | | | | | | | 10 | 18 |
| Foodborne Investigation | 0 | 0 | 0 | | | | | | | | | | 0 | 0 |
| Foodborne Consultation | 1 | 0 | 0 | | | | | | | | | | 1 | 11 |
| Food Complaint Investigation | 1 | 3 | 3 | | | | | | | | | | 7 | 14 |
| Food Complaint Consultation | 1 | 0 | 2 | | | | | | | | | | 3 | 9 |
| FSO/RFE Plan Review | 9 | 0 | 1 | | | | | | | | | | 10 | 43 |
| Institutional Facilities | | | | | | | | | | | | | | |
| Jail Inspection | 0 | 0 | 0 | | | | | | | | | | 0 | 0 |
| Jail Consultation | 0 | 0 | 0 | | | | | | | | | | 0 | 1 |
| School Inspection | 0 | 0 | 0 | | | | | | | | | | 0 | 3 |
| School Consultation | 2 | 0 | 0 | | | | | | | | | | 0 | 4 |
| Public Health Nuisances | | | | | | | | | | | | | 2 | 9 |
| Air/Water Complaint Invest | 0 | 0 | 0 | | | | | | | | | | 0 | 0 |
| Air/Water Complaint Consult | 0 | 0 | 0 | | | | | | | | | | 0 | 13 |
| Housing Complaint Invest | 0 | 0 | 0 | | | | | | | | | | 0 | 2 |
| Housing Complaint Consult | 0 | 4 | 1 | | | | | | | | | | 5 | 16 |
| Indoor Air Invest | 0 | 0 | 0 | | | | | | | | | | 0 | 0 |
| Indoor Air Consult | 14 | 6 | 2 | | | | | | | | | | 22 | 23 |
| Insect/Rodent Complaint Invest | 2 | 0 | 0 | | | | | | | | | | 2 | 3 |
| Insect/Rodent Complaint Consult | 2 | 0 | 1 | | | | | | | | | | 3 | 46 |
| Other Complaint Invest | 0 | 0 | 0 | | | | | | | | | | 0 | 41 |
| Other Complaint Consult | 0 | 5 | 1 | | | | | | | | | | 6 | 16 |
| Solid Waste Complaint Invest | 0 | 0 | 0 | | | | | | | | | | 0 | 28 |
| Solid Waste Complaint Consult | 0 | 1 | 0 | | | | | | | | | | 1 | 38 |
| Rabies Control | | | | | | | | | | | | | | |
| Animal Bite Investigations | 2 | 0 | 0 | | | | | | | | | | 2 | 35 |
| Animal Bite Consults | 6 | 2 | 0 | | | | | | | | | | 8 | 144 |
| Specimens Sent for Testing | 0 | 0 | 0 | | | | | | | | | | 0 | 4 |

| | | | | | | | | | | | | |
|-------------------------------------|-----|-----|-----|---|---|---|---|---|---|---|------|------|
| Recreation Program | | | | | | | | | | | | |
| Campgrounds Licensed | 0 | 0 | 0 | | | | | | | | 0 | 12 |
| Campgrounds Consults | 0 | 1 | 2 | | | | | | | | 3 | 16 |
| Campgrounds Inspected | 0 | 0 | 0 | | | | | | | | 0 | 8 |
| Swimming Pools Licensed | 0 | 0 | 0 | | | | | | | | 0 | 34 |
| Swimming Pools Consults | 1 | 0 | 1 | | | | | | | | 2 | 55 |
| Swimming Pools Inspected | 0 | 0 | 0 | | | | | | | | 0 | 55 |
| Residential Sewage and Water | | | | | | | | | | | | |
| Sewage Consultations | 102 | 111 | 91 | | | | | | | | 304 | 1489 |
| Sewage Site Reviews | 3 | 8 | 9 | | | | | | | | 20 | 29 |
| Sewage Inspections (systems) | 5 | 4 | 3 | | | | | | | | 12 | 208 |
| Sewage Inspections (other) | 2 | 2 | 2 | | | | | | | | 6 | 6 |
| Sewage Finals | 2 | 1 | 0 | | | | | | | | 3 | 40 |
| Subdivision Reviews | 6 | 3 | 0 | | | | | | | | 9 | 48 |
| Sewage Permits Issued | 2 | 0 | 1 | | | | | | | | 3 | 69 |
| Water Consultations | 37 | 46 | 33 | | | | | | | | 116 | 512 |
| Water Site Reviews | 2 | 4 | 4 | | | | | | | | 10 | 23 |
| Water Inspections (systems) | 3 | 2 | 0 | | | | | | | | 5 | 31 |
| Water Inspections (other) | 1 | 0 | 1 | | | | | | | | 2 | 5 |
| Water Finals | 2 | 4 | 3 | | | | | | | | 9 | 43 |
| Water Samples Collected | 12 | 9 | 13 | | | | | | | | 34 | 158 |
| Water Permits Issued | 2 | 3 | 4 | | | | | | | | 9 | 50 |
| Solid Waste | | | | | | | | | | | | |
| Solid Waste Facility Inspections | 0 | 0 | 0 | | | | | | | | 0 | 7 |
| Solid Waste Facility Consults | 2 | 1 | 2 | | | | | | | | 5 | 21 |
| EPA Coop/ Consults | 0 | 0 | 0 | | | | | | | | 0 | 8 |
| Tattoo/ Body Art | | | | | | | | | | | | |
| Tattoo/ Body Art Consults | 0 | 4 | 6 | | | | | | | | 10 | 23 |
| Tattoo/ Body Art Inspections | 0 | 0 | 2 | | | | | | | | 2 | 4 |
| Tattoo/ Body Art Licenses Issued | 4 | 0 | 2 | | | | | | | | 6 | 4 |
| Miscellaneous Activities | | | | | | | | | | | | |
| Administration | 29 | 37 | 39 | | | | | | | | 105 | 206 |
| Meetings/ Continuing Educ. | 9 | 6 | 9 | | | | | | | | 24 | 101 |
| ODH/ ODH Coop/MHP | 0 | 0 | 0 | | | | | | | | 0 | 16 |
| Other Consults | 5 | 4 | 1 | | | | | | | | 10 | 38 |
| Ashland County Totals | 463 | 607 | 438 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1508 | 6806 |

Pat Donaldson

Ashland County

[illegible]

Ashland City

| COMMUNICABLE DISEASE 2018 | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | 2018 YTD | 2018 |
|--------------------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|----------|------|
| Campylobacter | | | | | | | | | | | | | 0 | 8 |
| Chlamydia | 6 | 1 | 7 | | | | | | | | | | 14 | 60 |
| Coccidiomycosis | | | | | | | | | | | | | 0 | 3 |
| CP-CRE | | | | | | | | | | | | | 0 | 0 |
| Cryptosporidium | | | | | | | | | | | | | 0 | 3 |
| Creutzfeldt-Jakob Disease | | | | | | | | | | | | | 0 | 2 |
| E Coli (all serotypes) | | | 1 | | | | | | | | | | 1 | 3 |
| Ehrlichiosis | | | | | | | | | | | | | 0 | 0 |
| GC | | 1 | | | | | | | | | | | 1 | 12 |
| Giardia | | | | | | | | | | | | | 0 | 3 |
| Group A Strep | | | | | | | | | | | | | 0 | 1 |
| Group B Strep, Newborn | | | | | | | | | | | | | 0 | 0 |
| Hemolytic Uremic Syndrome | | | | | | | | | | | | | 0 | 0 |
| Hep A | | | | | | | | | | | | | 0 | 0 |
| Hep B, acute | | | | | | | | | | | | | 0 | 2 |
| Hep B, chronic | 1 | | | | | | | | | | | | 1 | 10 |
| Hep C, acute | | | | | | | | | | | | | 0 | 0 |
| Hep C, chronic | | | 1 | | | | | | | | | | 1 | 13 |
| Influenza Hospitalization | 2 | 3 | 8 | | | | | | | | | | 13 | 24 |
| Influenza - ODH Lab Result | | | | | | | | | | | | | 0 | 0 |
| LaCrosse Virus | | | | | | | | | | | | | 0 | 0 |
| Legionellosis | | | 1 | | | | | | | | | | 1 | 1 |
| Lyme Disease | | | | | | | | | | | | | 0 | 1 |
| Malaria | | | | | | | | | | | | | 0 | 0 |
| Measles | | | | | | | | | | | | | 0 | 0 |
| Meningitis - aseptic/viral | | 1 | | | | | | | | | | | 0 | 2 |
| Mycobacterial Disease - Not TB | | | | | | | | | | | | | 0 | 0 |
| Mumps | | 1 | | | | | | | | | | | 1 | 1 |
| Pertussis | | | | | | | | | | | | | 0 | 2 |
| Salmonella | | | | | | | | | | | | | 0 | 5 |
| Strep Pneumoniae | | | | | | | | | | | | | 0 | 3 |
| TB | | | | | | | | | | | | | 0 | 0 |
| Varicella | | | | | | | | | | | | | 0 | 1 |
| West Nile Virus | | | | | | | | | | | | | 0 | 0 |
| Vibriosis | | | | | | | | | | | | | 0 | 1 |
| Yersiniosis | | | | | | | | | | | | | 0 | 0 |
| Ashland City Totals | 9 | 7 | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33 | 161 |
| County-City Totals | 20 | 23 | 34 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 77 | 362 |

*** Results as of 04/03/2019 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

| Nurses Report 2019 | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | 2019 YTD | 2018 | 2017 |
|-------------------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|----------|-------|------|
| Men B | 4 | 2 | 0 | | | | | | | | | | 6 | 139 | |
| DTap | 2 | 2 | 0 | | | | | | | | | | 4 | 53 | |
| DTap-Hib-IPV | 6 | 4 | 6 | | | | | | | | | | 16 | 72 | |
| DTap-IPV | 2 | 1 | 3 | | | | | | | | | | 6 | 26 | |
| HIB | 1 | 0 | 0 | | | | | | | | | | 1 | 3 | |
| HPV-9 | 6 | 0 | 4 | | | | | | | | | | 10 | 153 | |
| HEPA (Adult) | 3 | 3 | 20 | | | | | | | | | | 26 | 103 | |
| Hep A (Ped/Adol) | 4 | 7 | 6 | | | | | | | | | | 17 | 153 | |
| Hep B Adult | 6 | 4 | 1 | | | | | | | | | | 11 | 105 | |
| Hep B (Ped/Adol) | 3 | 5 | 5 | | | | | | | | | | 13 | 53 | |
| IPV | 2 | 2 | 0 | | | | | | | | | | 4 | 12 | |
| MCV4 | 3 | 1 | 1 | | | | | | | | | | 5 | 189 | |
| MMR | 5 | 2 | 3 | | | | | | | | | | 10 | 44 | |
| MMRV | 3 | 0 | 3 | | | | | | | | | | 6 | 27 | |
| PCV-13 | 9 | 3 | 4 | | | | | | | | | | 16 | 90 | |
| Rotavirus, 3-dose | 3 | 3 | 2 | | | | | | | | | | 8 | 20 | |
| Shingrix | 4 | 2 | 18 | | | | | | | | | | 24 | 84 | |
| TD | 4 | 5 | 0 | | | | | | | | | | 9 | 164 | |
| Tdap | 9 | 1 | 4 | | | | | | | | | | 14 | 158 | |
| Varicella | 6 | 3 | 1 | | | | | | | | | | 10 | 57 | |
| Totals | 85 | 50 | 82 | | | | | | | | | | 217 | 1,712 | |
| Influenza | 4 | 4 | 0 | | | | | | | | | | 8 | 584 | |
| TB- Mantoux | 16 | 21 | 13 | | | | | | | | | | 50 | 218 | |
| BP | 3 | 0 | 0 | | | | | | | | | | 3 | 99 | |
| Lice | 1 | 1 | 3 | | | | | | | | | | 5 | 43 | - |
| Lead | 1 | 0 | 0 | | | | | | | | | | 1 | 5 | |
| Car Seats | 2 | 0 | 0 | | | | | | | | | | 2 | 70 | |
| Cribs for kids | 0 | 0 | 0 | | | | | | | | | | 0 | 3 | |
| CMH Program | | | | | | | | | | | | | | | |
| Active-Dx | 23 | 28 | 32 | | | | | | | | | | 83 | | |
| Active-TX | 144 | 136 | 136 | | | | | | | | | | 416 | | |
| Total Clients | 167 | 185 | 184 | | | | | | | | | | 536 | 317 | |
| New MAF | 6 | 6 | 7 | | | | | | | | | | 19 | | |
| Home Visits | 15 | 6 | 2 | | | | | | | | | | 23 | | |
| Newborn Referral | 5 | 8 | 4 | | | | | | | | | | 17 | | |
| Resources | 11 | 15 | 23 | | | | | | | | | | 49 | | |
| Baby Box | 4 | 6 | 5 | | | | | | | | | | 15 | | |
| Total Services- CMH | | | 214 | | | | | | | | | | 214 | | |
| Pending | | | 9 | | | | | | | | | | 9 | | |
| Annual phone calls- extensive | | | 5 | | | | | | | | | | 5 | | |
| Clients served in the office | | | 2 | | | | | | | | | | 2 | | 0 |
| Ashland County Totals | 572 | 516 | 802 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1890 | | 0 |

March 2019
PHEP/MRC Coordinator Report

Trainings/Webinars/Community Meetings

- Jill completed new PHEP coordinator orientation from Chris Barker March 14.
- Jill presented at the FCFC meeting March 20 to fulfill PHEP Deliverable 6 – Meeting with Organizations That Serve Individuals with Access and Functional Needs.
- Jill participated in UH Samaritan Medical Center's Hazardous Vulnerability Analysis meeting March 26.

PHEP Grant Updates

- Deliverable 4.1, ACHD's Continuity of Operations Plan (COOP) Workbook was submitted on March 29.
- Deliverable 20.1, ACHD's Exercise Event Review Form (EERF) was submitted on March 28.
- Deliverable 20.2, ACHD's After-Action Review/Improvement Plan (AAR/IP) was submitted on March 28.
 - o Deliverable 20.1 and 20.2 were tools used to assess ACHD's performance during the NECO Functional Exercise that was held January 17. Of the 23 tasks we tested during the exercise, 17 were "performed without challenges," 4 were identified as "performed with some challenges" and 2 flagged as "performed with major challenges." We need to focus on staff training in the development of an Incident Action Plan and staff understanding of Incident Command System roles. We also need to work with Mark Rafeld for training on WebEOC. WebEOC is an EMA-controlled communication platform that we were expected to use during the exercise with the hope to use the platform in future exercises and incidents.
- Approved Deliverables submitted for reimbursement in March 2019 include:
 - o Deliverable 13 - Medical Countermeasure Dispensing Plan/Annex

MRC Unit 1181 Updates

- John Cadley, Sonja Bringman, and Judy Weaver volunteered at March's clinics. Judy Weaver also volunteered at the Ashland County employee health fair on March 6.

Mileage
Report

| Environmental Health Mileage: 2019 | | | | | |
|------------------------------------|--------------|------------|--------------|------------|--------------|
| Sanitarian | P. Donaldson | T. Cassell | A.J. Sturgis | J. Frazier | Totals |
| January | 222 | 375 | 317 | 232 | 1,146 |
| February | 133 | 278 | 440 | 318 | 1,169 |
| March | 341 | 0 | 526 | 440 | 1,307 |
| April | | | | | 0 |
| May | | | | | 0 |
| June | | | | | 0 |
| July | | | | | 0 |
| August | | | | | 0 |
| September | | | | | 0 |
| October | | | | | 0 |
| November | | | | | 0 |
| December | | | | | 0 |
| 2019 Totals | 696 | 653 | 1,283 | 990 | 3,622 |

**ASHLAND COUNTY GENERAL HEALTH DISTRICT
BOARD OF HEALTH**

ASHLAND COUNTY

Annual Report

For the Year Ended December 31, 2018

**ASHLAND COUNTY GENERAL HEALTH DISTRICT
ASHLAND COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018**

Note 5 – Deposits and Investments

As required by the Ohio Revised Code, the Ashland County Treasurer is custodian for the District's deposits. The County's deposit and investment pool holds the District's assets, valued at the Treasurer's reported carrying amount.

Note 6 – Intergovernmental Funding and Property Taxes

Intergovernmental Funding

The County apportions the excess of the District's appropriations over other estimated receipts among the townships and municipalities composing the District, based on their taxable property valuations. The County withholds the apportioned excess from property tax settlements and distributes it to the District. The financial statements present these amounts as intergovernmental receipts.

Property Taxes

Real property taxes become a lien on January 1 preceding the October 1 date for which the taxing authority of the subdivision to whose jurisdiction the District is subject adopts rates. The State Department of Taxation, Division of Tax Equalization, adjusts these rates for inflation. Property taxes are also reduced for applicable non-business, owner occupancy, and homestead exemption credits and/or homestead and rollback deductions. The financial statements include credits and/or deduction amounts the State pays as Other Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

Public utilities are also taxed on personal and real property located within the taxing district.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the District.

Note 7 – Interfund Balances

Advances

There are no material outstanding advances, not repaid by the end of 2018, to disclose.

Note 8 – Risk Management

The Health District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

**ASHAND COUNTY GENERAL HEALTH DISTRICT
ASHLAND COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018**

Financial Position

PEP's financial statements (audited by other auditor's) conform with generally accepted accounting principles, and reported the following assets, liabilities and net position at December 31, 2017.

| | <u>2017</u> |
|--------------|--------------|
| Assets | \$44,452,326 |
| Liabilities | (13,004,011) |
| Net Position | \$31,448,315 |

At December 31, 2017 the liabilities above include approximately \$11.8 million of estimated incurred claims payable. The assets above also include approximately \$11.2 million of unpaid claims to be billed. The Pool's membership increased to 527 members in 2017. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2017, the Government's share of these unpaid claims collectible in future years is approximately \$4000.00.

Based on discussions with PEP, the expected rates PEP charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to PEP for each year of membership.

| <u>2017 Contributions to PEP</u> | <u>2018 Contributions to PEP</u> |
|----------------------------------|----------------------------------|
| <u>\$6527.00</u> | <u>\$6327.00</u> |

After one year of membership, a member may withdraw on the anniversary of the date of joining PEP, if the member notifies PEP in writing 60 days prior to the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's contribution. Withdrawing members have no other future obligation to PEP. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal.

Note 9 – Defined Benefit Pension Plans

Ohio Public Employees Retirement System

All (14) District's employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10 percent of their gross salaries and the District contributed an amount equaling 14 percent of participants' gross salaries. The District has paid all contributions required through December 31, 2018.

Note 10 – Postemployment Benefits

OPERS offers a cost-sharing, multiple-employer defined benefit postemployment plan, that includes



Keeping
Ashland
Healthy



Ashland County Health Department
2018 Annual Report

1763 State Route 60 • Ashland, Ohio • 44805

419-282-4231 • www.ashlandhealth.com

Sarah Goodwill Humphrey, MPH, CPH, RS

Ashland County Health Commissioner



A Year of Looking forward...

2018 was a year of purpose for the Ashland County Health Department. It is a year that we defined our future course within the Ashland County community, and set sail. In June, the Ashland County Board of Health and the City of Ashland, based on their historic collaboration since 1947, forged a new path of operations. It is a path where

the health department functions as a single entity, pursue accreditation without duplicity of effort, yet maintain the high level of public health services that all residents within Ashland County have come to expect. It was with this step forward that a contract for services was signed and the Ashland County Health Department now supports the delivery of public health services to ALL residents within Ashland County. The Ashland County Health Department is dedicated to address some of the greatest public health challenges that impact our residents and neighborhoods, by promoting active living, healthy local food, chronic disease, alcohol and drug abuse, and infant/youth mortality. It will take the entire community to positively impact these areas and we value the support and collaboration from all our partners who continue to stand with the ACHD to improve our community health and well-being.

Sarah Goodwill Humphrey

Friends for a Healthier Ashland County

The Ashland County Health Department is mandated by Ohio law to provide certain services to our community, without the financial supports to do so. These activities include preventing the potential for rabies by investigating dog bite cases, limiting the transmission of communicable diseases through investigation and treatment of individuals, providing vaccine for under-served children, etc.

In the 2018 Strategic Plan, the Ashland County Health Department identified the need to develop strategies for financial sustainability. In order to maintain the more than 40 programs offered by the Ashland County Health Department, we have seen the clear need to secure funds through both grant opportunities as well as local support (levy millage).

The ACHD applies for an increasing number of grants each year and although we are awarded some, many times these funds are designated for specific activities rather than for the general operation of the health department. These grants have become increasingly competitive and are the most unreliable, as they can end without notice.

Through the Friends for a Healthier Ashland County, efforts have gone forth to garner support for a local levy. The .3 mill replacement and .15 additional levy first proposed in November 2018 will cost a property owner \$15.75/\$100,000.00 valuation/year. \$15.75, the cost of one lunch and beverage at your favorite lunch spot. If this renewal levy is not successful, the Board of Health may find it necessary to make decisions to reduce services or staff, a price to our community's health that will hurt us all.

2018 Board of Health

Ronald Puglisi — President

Stanley E. Kopp, Sr. — President Pro Tempore

Dr. Rebecca Cawrse, DVM

Jeff Hardman

Dr. David Tomchak, MD

Leadership Team

Health Commissioner

Sarah Goodwill Humphrey, MPH, CPH, RS

Environmental Health Director

Pat Donaldson, BS, RS

Nursing Director

Shirley Bixby, RN, BSN

2018 Staff

AJ Sturgis, RS — Environmental Health

Tom Cassell, RS — Food Protection

Jennifer Frazier, RS — Food Protection

Jennifer Helbert — EH/Finance Clerk

Lauren Jeffery — Vital Statistics

Jill Hartson — Emergency Preparedness

Laurie McFarlin, RN — Clinic

Jenna Gerwig, RN, BSN — Clinic

Michele Funk, RN, BSN — CMH Program

Jenna Boliantz, RN, BSN — CMH Program

Andrea Ellison — Nursing Clerk

Jean Neel, RN — Clinic

District Advisory Council

2018 Officers:

Britt Troth — Chairperson

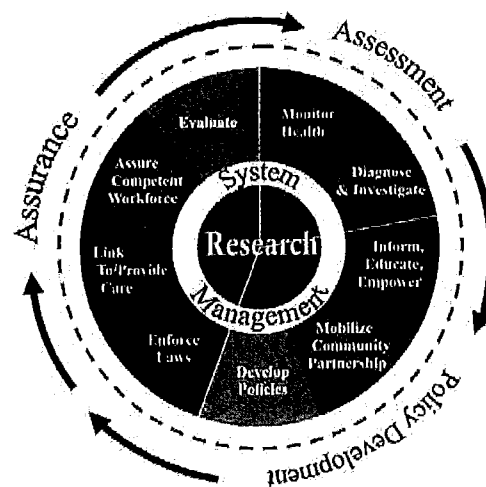
Tom Kruse — Secretary

The Ashland County Health Department serves the townships, villages and contract cities of the county. The mayor of each of the villages, the president of the Ashland County Board of Commissioners and the chairperson of each township's board of trustees are the designated members of the District Advisory Council. They are required by law to meet annually in March, and their statutory powers and duties include selecting board of health members, considering special reports from the board of health and make recommendations to improve public health.

The Journey Toward Accreditation

We are engaged in the multi-year process of seeking accreditation which has been mandated by the State of Ohio for all local health departments. The Public Health accreditation program was established to provide a measurement of health department performance against a set of nationally recognized standards within the 10 essential services of public health (with the addition of two other: Governance and Administration). Through the diligent work of the Ashland County Health Department staff, as well as technical assistance received through grant opportunities, foundation documents such as the Strategic Plan, Workforce Development Plan, Performance Management System, Quality Improvement Plan as well as Community Health Assessment and Community Health Improvement Plan are being developed and implemented. Upon accreditation application, the staff will then be taxed to prepare and organize several hundred documents to demonstrate our competency within those 12 identified areas. After thorough review of the submitted documents, a 2 day site visit will occur to give the accreditation body the opportunity to understand daily operations at the Ashland County Health Department. Based on these long series of evaluations, the PHAB board will then make a decision on if the Ashland County Health Department will be accredited for 5 years, be put on an Action Plan to reach Accreditation or will be denied Accreditation. Due to the dedication of the current staff, Leadership Team, Board of Health, Community Partners, and caring residents, we are optimistic that we will be able to attain the required accreditation status, meeting the Ohio Department of Health (ODH) requirement that all Ohioans be served by a local health district which is accredited through the Public Health Accreditation Board by 2020.

10 Essential Public Health Services



Community Outreach

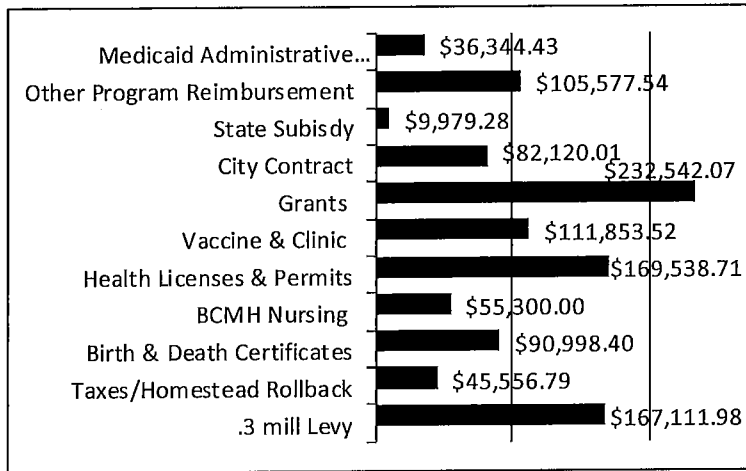
The ACHD participates in various community events and provides unique services to maintain health and wellness in Ashland County, particular to our most vulnerable residents. In 2018, the Ashland County Health Department provided 70 carseats and booster seats to families in need of safety seats in the vehicles. In 2016 in the United States, 723 children ages 12 years and younger died as occupants in motor vehicle crashes. But fatalities represent only the tip of the iceberg. There were more than 128,000 children in this age range who were injured in car crashes. Of all the children who died in a crash in 2016, 35% were not restrained. Through the Ohio Buckles Buckeyes program, Ashland County Health Department is working to reduce the number of children killed or injured in car accidents by helping to provide proper safety seats as well as teaching families the correct way to install and secure their child.

2018 Program Activities

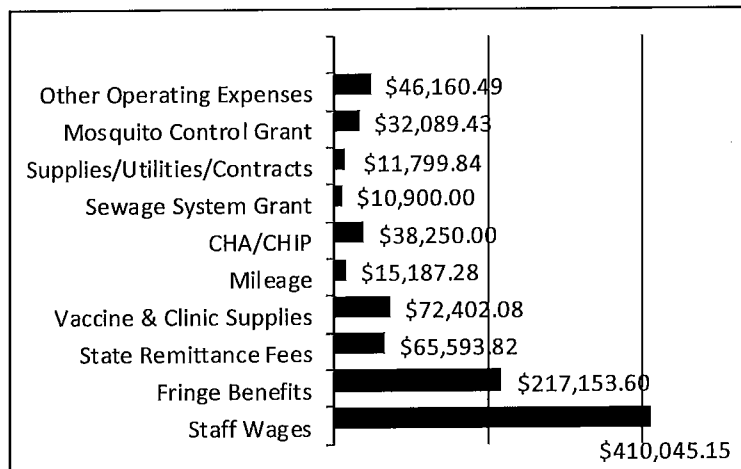
| | | | | | |
|---------------------------------|------|--------------------------------|------|-----------------------------------|------|
| ENVIRONMENTAL HEALTH | | | | | |
| Sewage Program | | Animal Bites Reported | 123 | PUBLIC HEALTH EDUCATION | |
| Site Reviews | 29 | Camp/Campground Inspections | 8 | Lead Consultations | 6 |
| Permits Issued | 66 | Pools/Spa Inspections | 55 | Safe Sleep Cribs | 3 |
| Permit-to-alter Issued | 3 | School Inspections | 4 | Individuals certified in ServSafe | 33 |
| Household Sewage Inspections | 248 | Tattoo Facility Inspections | 4 | Educational Events | 7 |
| Consultations | 1489 | Manufactured Home Parks | 16 | PUBLIC HEALTH NURSING | |
| Water Program | | Food Protection Program | | Immunizations Given | 1712 |
| Permit to Install/Seal | 51 | Licenses Issued | 406 | Head Lice Consultations | 21 |
| Permit-to-Alter | 2 | Inspections | 954 | TB Tests Conducted | 222 |
| Total Inspections | 102 | Consultations | 1624 | Narcan Doses Dispensed | 56 |
| Consultations | 512 | Plan Reviews | 43 | Flu Vaccines Given | 584 |
| Water Samples Collected | 158 | VITAL STATISTICS | | Chronic Disease Mngmt | 15 |
| Disease Outbreak Investigations | 6 | Total Birth Cert. Issued | 1897 | BCMH | |
| | | Total Death Cert. Issued | 2009 | Avg Monthly Caseload Count | 207 |

Maintaining Financial Stability

2018 Total Revenue—\$1,106,922.73



2018 Total Expenses—\$919,581.69



As part of our Strategic Plan, we strive for financial stability through well managed programs, seek new funding opportunities, as well as look for ways to improve effectiveness and efficiency through Quality Improvement. These charts show Ashland County Health Department's revenues and expenses for 2018. A detailed copy of the annual financial statement is available by contacting the ACHD at 419-282-4231.

Financial Facts in 2018

- In addition to the \$9,979.28 state subsidy payment that we received from the Ohio Department of Health (ODH), the ACHD received \$109K for capacity building as a result of entering into a service contract with Ashland City.
- A \$15,000.00 grant was received to assist in the completion of the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP). The CHA & CHIP will be completed through a partnership with UH Samaritan, Ashland County Mental Health & Recovery Board, City of Ashland, and Ashland County with an entire cost of \$63,500.
- According to the Health Policy Institute of Ohio, Ohio ranks 46th of the 50 states in per capita spending on public health at \$14.59 per capita. According to Ohio Revised Code, health departments must be supported by local funds of no less than \$3.00 per capita. Ashland County strives to meet this minimum requirement annually.

Ohio's Hepatitis A Outbreak

The number of cases of Hepatitis A that are linked to common risk factors has been increasing in Ohio since early 2018. Ohio has declared a Statewide Outbreak, with a case count of 2,005 as of 3/26/19. Of the 2,005 cases, 62% have required hospitalization and 7 cases have resulted in death. Hepatitis A is a highly contagious liver infection that is transmitted when someone ingests the virus from food, water, or objects that are contaminated with stool from an infected person. In 2018, there were 0 reported cases of Hepatitis A on Ashland Co however, the ACHD has held Hepatitis A vaccine clinics at the Ashland Co Sheriff's Office & Jail, The Kroc Center, as well as during regular clinic hours at the health department.



Office of Vital Statistics

Leading Causes of Death Ashland County 2018

1. HEART DISEASE
2. CANCER
3. COPD/PULMONARY HYPERTENSION
4. DIABETES
5. DEMENTIA/ALZHEIMER'S DISEASE
6. CERBROVASCULAR DISEASE (STROKE)
7. PNEUMONIA/INFLUENZA
8. UNINTENTIONAL ACCIDENTS/INJURY
9. KIDNEY DISEASE

368 Ashland County Births in 2018

299 Delivered by Physician 69 Delivered by Midwives

190 Males

178 Females

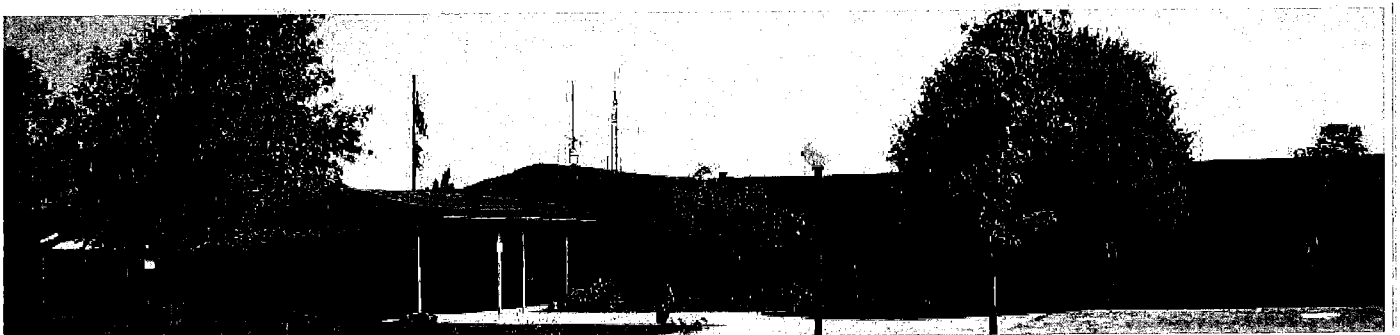
Our office receives, records and maintains all birth and death certificates for Ashland County from December 1908 to the present. Our office can issue Certified Birth Certificates for all births occurring in the State of Ohio. Any births outside of Ohio must be requested directly from that state. Our office issues Death Certificates for Allen County deaths only. Certificates for deaths occurring outside of Allen County must be obtained from the county where the death occurred.

We accept cash, money order or cashier's check (no personal checks). We also offer the use of a debit/credit card machine with an additional usage fee applied to the cardholder. When possible, Vital Statistics staff issues copies while customers wait – approximately 10 minutes. As long as you were born in Ohio, you can obtain a copy of your certified birth certificate at any local health department. Death certificates can only be obtained in the county in which the death occurred. Certified copies are \$25 each. Hours: M-F 8-a-12p, 1-4p

Public Health Emergency Preparedness

In December of 2018, the Ashland County Health Department welcomed Jill Hartson to the team to serve as the Public Health Emergency Preparedness and Medical Reserve Corp (MRC) Coordinator. Jill has spent her beginning months reviewing and

revising emergency response plans and building the health department's capability to assist our community when a public health emergency strikes such as a disease outbreak, bioterrorism event, or any such incident that compromises the health and well-being of Ashland County. The Ashland County Health Department participated in a Mass Fatality Tabletop Exercise, a Complex Coordinated Attack Exercise, as well as a Disease Outbreak Functional Exercise with area partners such as the Ashland County Sheriff's Office, Ashland City Police Department, UH Samaritan, Ashland County EMA & Coroner, as well as others. The Ashland County MRC Volunteers also participated in these exercises as well as provided invaluable support during community awareness events at the Loudonville Street Fair, Ashland County Fair, Amish Health & Safety Days, and Mohican Area Health & Wellness Fair.



Ashland County Annual Communicable Disease Report

| Reportable Condition | Count 2018 | Count 2017 | Count 2016 | Disease Class |
|---|------------|------------|------------|---------------|
| Babesiosis | 0 | 0 | 1 | B |
| Campylobacteriosis | 25 | 21 | 17 | B |
| Chlamydia infection | 121 | 147 | 119 | B |
| Coccidioidomycosis | 1 | 0 | 1 | B |
| Carbapenem-resistant Enterobacteriaceae | 5 | 0 | 0 | B |
| Cryptosporidiosis | 11 | 7 | 18 | B |
| Creutzfeldt-Jakob Disease | 2 | 0 | 0 | B |
| Cyclosporiasis | 1 | 0 | 0 | B |
| E. coli - (shiga toxin producing) - all serotypes | 9 | 9 | 4 | B |
| Ehrlichiosis | 1 | 1 | 0 | B |
| Giardiasis | 7 | 8 | 7 | B |
| Gonococcal infection | 19 | 29 | 13 | B |
| Haemophilus influenzae (invasive disease) | 1 | 2 | 1 | B |
| Hepatitis A | 0 | 0 | 0 | B |
| Hepatitis B- acute/chronic | 2 | 9 | 9 | B |
| Hepatitis B - Perinatal Infection | 13 | 0 | 1 | B |
| Hepatitis C - acute/chronic | 31 | 36 | 38 | B |
| Influenza-associated hospitalization | 54 | 39 | 21 | B |
| Lacrosse Virus Disease | 1 | 2 | 0 | B |
| Legionnaires' Disease | 4 | 0 | 0 | B |
| Lyme Disease | 5 | 9 | 8 | B |
| Meningitis - aseptic/viral | 3 | 1 | 0 | B |
| Meningitis - bacterial(not n meningitidis) | 0 | 1 | 0 | B |
| Mumps | 2 | 0 | 0 | B |
| Mycobacterial disease - other than TB | 0 | 0 | 2 | B |
| Pertussis | 7 | 5 | 20 | B |
| Q Fever | 1 | 0 | 0 | B |
| Salmonellosis | 19 | 10 | 7 | B |
| Shigellosis | 0 | 0 | 1 | B |
| Streptococcal - Group A -invasive | 3 | 2 | 2 | B |
| Strep pneumoniae - resistant, non, unk | 6 | 3 | 5 | B |
| Spotted Fever Rickettsiosis | 2 | 0 | 0 | B |
| Tetanus | 1 | 0 | 0 | |
| Varicella | 4 | 3 | 1 | B |
| West Nile Virus | 0 | 1 | 0 | B |
| Vibriosis | 1 | 0 | 0 | B |
| Yersiniosis | 0 | 5 | 1 | B |
| Total Reports for Year | 362 | 350 | 297 | |

A = Diseases of MAJOR concern (report immediately)

B = Diseases of significant concern (report by end of next business day)

Results as of 03/05/2019 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.

2018 Grants

- During April –June 2018, the Ashland County Health Department secured \$10,000 in funding to support awareness efforts for Healthy Homes and Lead Poisoning Prevention. PSAs were ran on local radio outlets, two billboards were placed on SR 60 and on SR 42 to encourage lead testing of children, for children with elevated blood lead levels we purchased cleaning supplies for their families to help eliminate lead dust and debris. A ultra heap vacuum was also purchased to lend out to the public when renovating their home or working in areas that may need to be cleaned of potential lead particles.
- 2018 was the second year that the ACHD secured a \$30,000 grant for mosquito control activities. With this grant , the ACHD worked with the Ashland County Recycling Center to offer vouchers to recycle used tires. 3,421 tires were collected through this program. 6,616 mosquitoes were collected for testing of West Nile Virus (WNV). These mosquitoes were grouped together by when and where they were collected. In 2018, 4 of these groups were positive for WNV. As a result, the ACHD was able to cover the cost of adulticide spraying in the City of Ashland, purchase spray for the Village of Loudonville, and purchase 900 larval dunks and briquettes to give to residents for standing water breeding areas.
- The ACHD applied for and received Technical Assistance grants for the pursuit of accreditation requirements. A consultant from OSU came to the ACHD to hold workshops to develop the Strategic Plan. The technical assistance also covered off-site training workshops to develop the Workforce Development Plan, and Quality Improvement Plan. 3-5 staff members attended each training. These three plans are required to be complete before the ACHD can apply for the accreditation process.
- \$70,457 was received to support the Public Health Emergency Preparedness program of the ACHD.



Ashland County Health Department

1763 State Route 60
Ashland, Ohio 44805
www.ashlandhealth.com

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facebook 

VISION

Healthy People, Healthy Environment, Healthy Community

MISSION

We strive to promote optimal health for individuals and families of the Ashland community through public health education, prevention of disease and injury, and response to public health challenges.

VALUES

WE CARE

We- We are the Ashland County-City Health Department, committed to improving Health and Wellness in our community.

Equity - We recognize the disparity in health equity in our community and we strive to eliminate barriers to optimal health.

Collaboration - We engage community partners to maximize and sustain public health services in our community.

Accountability - We are good stewards of the resources entrusted to us by the public.

Respect - We respect the diversity of those we serve and value the contributions made by all staff.

Excellence - We are committed to developing a public health staff that exceeds core competencies. We provide meaningful services that focus on continuous quality improvement. We provide access to education and resources that empower individuals to make healthy lifestyle decisions.

Ashland County Health Department

**For Your Health,
For Our Community**



Paid for by Friends of the Ashland Health Department

Child Fatality Review Board (CFRB)

The purpose of the CFRB is to reduce the number of preventable childhood deaths (newborn to 17 years of age). The CFR Board's required members include the County Coroner, County Sheriff, the Executive Director of Child Protective Services, the Executive Director of the Ashland County Mental Health Board, a public health official and a physician. The CFRB reviewed 6 deaths for 2018.

Request for Community Input

The Ashland County Community Health Assessment and Community Health Improvement can be found on our website at <http://www.ashlandhealth.com>. Community input is very important in the pursuit of excellence in public health and your feedback through the "Contact Us" form on the website is appreciated!