



ASHLAND COUNTY HEALTH DEPARTMENT

Meeting Agenda

Tuesday, August 11, 2020@ 7:00pm

1763 State Route 60, Ashland, Ohio 44805

Call to Order: Dr. David Tomchak – Ashland County Board of Health

1. **Approval of July Minutes**
2. **Approval of July Expenses**
3. **Division Reports**
 - a) Health Commissioner
 - b) Vital Records
 - c) Environmental Health
 - d) Nursing
 - e) Financial Report
 - f) PHEP
 - g) Accreditation
4. **Old Business :**
 - a) Update on existing litigation with Cattleman's Restaurant
5. **New Business :**

Discussion:

 - a) IT update
 - b) Security Update

6. Personal Comment

- a) Savannah Lions Club Request

7. Personal Privileges

8. Executive Session, as necessary: Pursuant to Section 121.22 of ORC-
Regarding the appointment, employment, dismissal, discipline, promotion,
demotion or compensation. Roll Call for Executive Session:

9. Adjourn – Next Meeting: Tuesday, September 08, 2020 @ 7:00pm



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

Board of Health Members Present:

Rebecca Cawrse
Dr. David Tomchak

Ron Puglisi
Stan Kopp

Jeff Hardman

Staff Members Present:

Heather Reffett
Lauren Jeffery
Pat Donaldson
Shirley Bixby

Health Commissioner
Vital Statistics/Administration
Environmental Health Director
Nursing Director

Guests Present:

Mayor Matt Miller

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

Approval of Minutes: A motion was made to approve the June 2020 Board of Health Meeting minutes by Mr. Jeff Hardman and seconded by Mr. Ron Puglisi. The motion carried.

Approval of Expenses: A motion was made to approve the June 2020 General /Food Protection/PHEP expenses by Mr. Stan Kopp and seconded by Mr. Ron Puglisi. The motion carried.

Health Commissioner Report: An introduction was given to our two newest employees by Health Commissioner Heather Reffett. Vickie Taylor and Sheila Pryor introduced themselves and gave a background history. Heather said that we could not have picked two people who were more perfectly fit for these positions.

Health Commissioner Reffett expressed that the last time the Board of Health met she spoke of the 2020-2021 Budget draft. Submitted to the County Commissioners 2 weeks ago. Electronic copy is within the Board of Health Packet. Board members may take their time to look it over and give any feedback or revisions. A revised budget can be submitted back to the County Commissioners. There is no big change in the budget, but there will be an increase in the personnel. At the last meeting it had been discussed about the Nursing Team being under paid. There was also discussion about doing a cost

adjustment for the year 2021. Heather would ask that the Board Base this on reaching Accreditation status and then do a one-time cost of living adjustment in pay. All future adjustments would be based on performance. This would be the only increase in the Budget for 2021, besides additional revenue that came in through State Grants for PHEP.

We are currently in the process of hiring for the Environmental Health Clerk position that was approved at the last Board Meeting.

Heather talked about special projects that you don't see in the regular nursing report, COVID Data. She will now be reporting on COVID activities and the COVID numbers in the Health Commissioners report. As of today, Our County stands at a total of 83 positives that were in Ashland County, out of those 79 were confirmed by tests. Three of these are probable positives. There are 25 active cases in our county. People are still shedding the virus and are still not fully recovered. There are 2 in the hospital, 1 is in ICU. At this time, we are at 4 deaths. Heather will be doing a press release. 2 of these deaths are associated with the McMillen Assisted Living Facility. Unfortunately, with this outbreak the residents were sent out to different areas around the state. One of the individuals that passed was in Parma Ohio and one was in Aurora Ohio. These deaths mean a lot to us when we find that someone passed because of some poor decision making at the health care facility. We are monitoring 132 individuals, with three outbreaks. The initial count this morning was 50 individuals in the Jeromesville area and that is not even the "top of the iceberg" in terms of the number of people that have probably been exposed in that area. The American Legion had 5 individuals, of those 3 were hospitalized, 1 was released from the hospital and 2 are still in the hospital and 1 is in ICU and 1 of the 4 deaths is from the American Legion. Pentair Water has 20 individuals in quarantine, 5 of those people having severe symptoms. This has just unraveled in the last 24 hours.

Ron Puglisi, board member asked what is the definition of "recovering". He would like the Health Department definition and the medical definition. Heather answered, that the Ohio Department of Health has a disease reporting system and they have pre-set the categories. Shirley answered, that an isolation period is 10 days, release from isolation happens when you are symptom free and 72 hours without fever. The average is 10 days but, we do have individuals that may have to recover for a much longer period of time. The recovery part is the individual being able to go out and work and do what they need to do without symptoms. Dr. Tomchak said, with some it will be one and done, we just don't know what the long-term effects are going to be. The last thing Dr. Tomchak read was that there are an estimated 300 separate identified cold viruses and 20% of those are CORONA Viruses.

Heather went on to say that they had suspended McDonalds food license for an 18-hour period. There is a likelihood that suspensions of restaurant licenses will increase. If the suspension is not lifted, Commissioner Reffett would have to call an Emergency Board of Health meeting to make a decision on the permanent status of the license. We will be ending up in a situation like that at some point in time in July or August, we will have a license that she suspended and the Board will have to come together to make a decision. McDonalds Corporate came in and addressed the issues of concern and documented what they did and Heather was satisfied to let them re-open. There have been some restaurants that have really taken it to the edge of suspension and then decided to self-correct at the last minute.

Pat explained that in the Ohio Revised Code that it gives emergency powers to the Health Commissioner under a specific harm, but it does require that it is brought to Board for action as quickly as possible. We don't want to close a restaurant down, there is education and a shut down would only happen after repeat offenses and not following the guidelines that have been given during the course of educating. There are phone conversations that take place, site visits and there are still those few that will not comply. That is when the Cease and Desist order comes into effect. Each individual case is different.

Heather reported that she will be going on vacation August 17th-21st.

Heather asked Shirley to report on where we are at with COVID. Shirley reported that as of 6pm today, all of the positive COVID cases had been worked through that had come in through out the day. There were 11 and 2 are people who are under investigation. This brings us up to 91. In March we had 2, in April we had 6, in May we had 13 and in June we had 42 and now in July we have 18. It is not getting any easier, it's not getting any slower, in fact we do have 2 new contact tracers, full time, working through the grant and they are at full capacity and the rest are still trying to bolster. We have a contract with the Ohio Contact Tracers, so we do the initial interview with the client, we get their contacts. The one individual at Pentair had well over 26 contacts. We are monitoring close to 200 people after today.

Vital Statistics Division Report: Lauren reported that her report was in the packet for the Board of Health to review. We have increased the sale of birth and death certificates, since we have been open. It has been very busy.

Emergency Preparedness Division Report: Is in the packet. Sheila will be entering the next report.

Environmental Health Division Report: Pat reported that her department was trying to get back to some normalcy with food service inspections and the things that we normally do when there is not COVID. The escalation in cases that involves a factory or a restaurant is always going to call Environmental Health for investigations. Once again from the beginning of last week into this week we are having to pull away from our normal duties and participate in fighting the problems and trying to address those.

Pat reported that Ghassan Tafla has put in his resignation effective two weeks from yesterday July 13, 2020. Due to an accident that at first did not seem horrible turned out to be an issue for a previous injury to his back that he had. This has aggravated the situation and his doctor has advised him not to work or drive. He intends to honor his two weeks' notice and stay in Ashland county as he works his two weeks out. It will be a great loss to the Ashland County Health Department Team.

We have had very good interviews one is just graduated with Sanitarian in training. If things work out, we will fill the clerk position and then try to place this new graduate in a position. He interned in Youngstown. Pat is very excited about the options.

Nursing Division Report: Shirley reminded the Board of Health that her report was also in the packet. Vaccine clinics have started back up, we have had the busiest clinics in June and the July Clinics are becoming very full. People are being spaced apart, cleaning the facility area when they leave. It presents challenges. Everyone is wearing masks and masks are offered to patients when they arrive.

We had our baby shower through the Ohio Women's Trust fund to finish out that Grant. It was a group effort with everyone being involved. It was very nice and was the perfect day. Lots of people came. Lots of car seats were given out.

We have our new contact tracers Lisa Stitzlein and Jessica Donavon who are working out wonderfully. We are utilizing the State Contact Tracers to fill the void.

The car seat program is booming and we have several car seats left.

We have had a lot of challenges and Heather has provided us with a lot of strength and stability. She is leading us through some very difficult times. Are challenges are many and we will continue to have many challenges.

Old Business:

1. **Approval:** To reschedule the July 29, 2020 District Advisory Council due to increased COVID-19 cases. – *Health Commissioner*

Due to the numbers and the caseload we are overwhelmed, there is a lot of hard work being done and we are doing the best we can as a team. We cannot accommodate this right now. The biggest challenge will be pulling the Annual report together for 2019. We would like to postpone indefinitely until we can understand when we would be able to bring a large group like that together safely. The County Prosecutor gave us guidance along with the state that we could do this.

Motion: Dr. David Tomchak

2nd: Dr. Rebecca Cawrse

Motion Passed

2. **Discussion:** Board of Health Continuing Education – *Lauren*

There had been discussion about how many continuing education hours that were needed. It is two hours. The packet gives guidance on what you can use as your continuing education. Lauren will email a copy of the orientation packet to the board of health members so they may look it over and refamiliarize themselves with the guidelines. Heather will email the link to the contact tracing. It is about 2 hours and can be used as part of the continuing education

New Business: Mayor Matt Miller brought up concerns about the City being able to have a say in some of the County decisions with the Board of Health. Things that involve the City as well as the County. There was conversation on how this might work according to the City Charter. Stan spoke and said that there is always a place for the city at the table during the meetings. Mayor Miller spoke that they as a city need to be involved, especially with businesses and decisions that are made. The contract with the City of Ashland will have to be reviewed to see what this will look like and if a City of Ashland Board Member would have a right to be involved in decision making.

Personal Privileges:

None:

Executive Session, at the request of the Health Commissioner: Pursuant to Section 121.22 of ORC- Regarding the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official.

Motion to enter into Executive Session:

Motion: Dr. Rebecca Cawrse

2nd: Mr. Jeff Hardman

Motion Passed

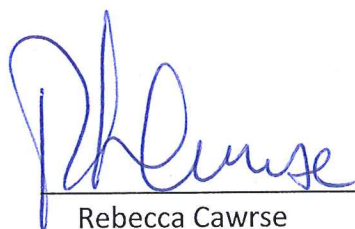
Roll Call:	Dr. Rebecca Cawrse	Yes
	Ron Puglisi	Yes
	Stan Kopp	Yes
	Dr. David Tomchak	Yes
	Jeff Hardman	Yes

Executive Session entered at 8:31pm

Adjourn: Next Meeting: Tuesday August 11, 2020 @ 7:00pm

Adjournment: The meeting was adjourned at 8:15pm.

Notes taken by: Lauren Jeffery



Rebecca Cawrse
Ashland County Board of Health



Heather Reffett, Health Commissioner
Secretary to the Ashland County Board of Health



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

VITAL STATISTICS MONTHLY REPORT
July 2020

	July	JAN 1 – July 31, 2020
TOTAL BIRTHS	27	204
MALE	9	84
FEMALE	18	83
HOME BIRTHS	3	40
TOTAL DEATHS	41	331
MALE	20	120
FEMALE	21	114
0-18	0	0
19-44	1	6
45-64	5	24
65 & OLDER	35	195
TOTAL CERTIFIED COPIES SOLD		
BIRTH	129	940
DEATH	173	1056

Lauren Jeffery
8-3-2020

Ashland City

COMMUNICABLE DISEASE 2020	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2020 YTD	2019	2018
Campylobacter	1			1									2	5	8
Chlamydia	4	2	1	6	4	4	7						28	57	60
Coccidioidomycosis													0	0	3
COVID-19			1	8	3	8	22						42		
Cryptosporidium		1											1	4	3
Creutzfeldt-Jakob Disease													0	0	2
E Coli (all serotypes)													0	1	3
GC		1											1	13	12
Giardia							1						1	1	3
Group A Strep	1			1	1								3	1	1
Hep A				1									1	3	0
Hep B, acute													0	2	2
Hep B, chronic	1					1							2	3	10
Hep C, acute						1							1	0	0
Hep C, chronic		2	1			1							4	6	13
Hep C, Perinatal							1						1		
Influenza Hospitalization	6	9	2										17	14	24
LaCrosse Virus													0	3	0
Legionellosis													0	1	1
Lyme Disease							2						2	2	1
Meningitis - aseptic/viral													0	3	2
Mycobacterial Disease - Not TB													0	0	0
Mumps													0	1	1
Pertussis	2												2	10	2
Salmonella					1								1	0	5
Strep Pneumoniae		1											1	3	3
Varicella													0	0	1
Vibriosis													0	0	1
Ashland City Totals	15	16	5	17	9	15	33	0	0	0	0	0	110	133	161
County-City Totals	35	28	28	30	27	59	98	0	0	0	0	0	305	300	362

** Results as of 08/10/2020 using ODRS "Created Date" and includes all Confirmed Suspect, and Probable cases. Information is accurate on day of report and subject to change as case is added/updated.

Ashland County

COMMUNICABLE DISEASE 2020	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2020 YTD	2019	2018
Campylobacter		1				2	2						5	15	17
Chlamydia	6	3	7	1	4	10	5						36	51	61
Coccidioidomycosis													0	0	1
CP-CRE		1											1	0	2
COVID -19			2	9	12	26	49						98		
Cryptosporidium	1						1						2	3	8
Cyclosporiasis													0	2	1
E Coli (all serotypes)	1												1	4	6
Ehrlichiosis													0	0	1
Giardia	2												2	6	4
GC						1	1						2	10	7
Group A Strep			1										1	2	2
Group B Strep, Newborn													0	0	0
Hib													0	3	1
Hemolytic Uremic Syndrome													0	0	0
Hep A		1											1	3	0
Hep B, acute													0	1	0
Hep B, chronic	1												1	5	3
Hep B, prenatal													0	0	0
Hep c, acute		1				1							2	0	0
Hep c, chronic	4			1	1		1						7	16	18
Influenza Hospitalization	5	5	10	1									21	13	30
LaCrosse Virus													0	0	1
Legionellosis													0	2	3
Lyme Disease						3	5						8	11	4
Meningitis - Asptetic/Viral													0	2	1
Mumps													0	1	1
Pertussis			1										1	4	5
Q Fever													0	0	1
Rocky Mtn Spotted Fever													0	1	2
Salmonella				1	1	1	1						4	6	14
Strep Pneumoniae			1										1	3	3
TB			1										1	0	0
Tetanus													0	0	1
Varicella													0	2	3
Yersiniosis													0	1	0
Ashland County Totals	20	12	23	13	18	44	65	0	0	0	0	0	195	167	201

2020

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	109	50	5	3	1	2						171	183
FSO's Inspected (Risk Level 1-4)	56	42	4	0	1	15	4						122	379
FSO Reinspection	11	6	15	0	2	4	0						38	55
CCP Inspection	8	10	0	0	1	3	1						23	140
FSO Consultation	16	16	20	10	15	14	19						110	860
FSO's Licensed	0	55	28	5	1	1	2						92	94
RFE Inspection(Risk Level 1-4)	12	8	0	1	0	12	10						43	142
RFE Reinspection	0	0	1	0	0	1	4						6	21
Process Review Inspection	0	3	0	0	0	0	0						3	11
RFE Consultation	6	0	7	8	7	14	9						51	338
Mobile FSO/RFE Licensed	1	10	16	13	8	6	3						57	72
Mobile Inspection	0	1	4	5	7	6	3						26	77
Out of County Mobile Inspect.	0	0	0	0	0	0	0						0	39
Mobile Consultation	7	2	10	11	11	12	7						60	262
Temporary FSO/RFE Licensed	0	1	1	1	0	1	0						4	22
Temporary FSO/RFE Inspection	0	1	1	1	1	0	0						3	22
Temporary Consultation	0	0	0	2	1	3	2						8	59
Vending Location Licensed	0	0	0	19	0	0	0						19	32
Vending Location Inspection	9	14	0	0	0	0	0						23	13
Vending Consultation	0	3	0	0	0	0	0						3	14
Foodborne Investigation	0	1	1	0	0	0	0						2	3
Foodborne Consultation	1	3	0	0	0	0	0						4	15
Food Complaint Investigation	0	2	6	0	3	6	4						21	24
Food Complaint Consultation	0	1	3	5	3	6	2						20	22
FSO/RFE Plan Review	6	1	14	1	2	1	2						27	67
Institutional Facilities														
Jail Inspection	0	0	0	0	0	1	0						1	2
Jail Consultation	0	0	0	0	0	2	0						2	1
School Inspection	0	0	0	0	0	0	0						0	24
School Consultation	0	0	0	0	0	0	0						0	26
Public Health Nuisances														
Air/Water Complaint Invest	0	0	0	0	0	0	0						0	0
Air/Water Complaint Consult	3	0	0	1	1	0	0						5	3
Animal Complaint Invest	0	0	0	0	0	0	0						0	1
Animal Complaint Consult	0	1	0	0	0	0	0						1	1
Housing Complaint Invest	0	1	1	0	0	1	0						3	2
Housing Complaint Consult	1	5	2	3	0	4	4						19	18
Indoor Air Invest	0	1	0	0	0	0	0						1	0
Indoor Air Consult	6	2	0	0	0	0	1						9	25
Insect/Rodent Complaint Invest	0	0	0	0	0	0	0						0	4
Insect/Rodent Complaint Consult	1	3	7	0	0	6	2						19	27
Other Complaint Invest	1	0	1	11	21	15	20						69	41
Other Complaint Consult	1	1	12	30	30	13	27						114	15
Sewage Complaint Invest	0	1	1	0	1	2	2						4	9
Sewage Complaint Consult	2	1	1	3	0	5	2						14	13
Solid Waste Complaint Invest	0	0	0	1	2	0	0						3	14
Solid Waste Complaint Consult	1	1	2	1	1	3	0						9	23

Non form letters written

Pat Donaldson
8-5-2020

Mileage
Report

Environmental Health Mileage: 2020					
Sanitarian	P. Donaldson	K. Stichert	J. Frazier	G. Taffla	Totals
January	517	356	388		1,261
February	435	296	390		1,121
March	226	245	175	206	852
April	247	22	115	23	407
May	311	81	179	36	607
June	424	253	247	214	1,138
July	313	404	249	188	1,154
August					0
September					0
October					0
November					0
December					0
2020 Totals	2,473	1,657	1,743	667	6,540

Pat Donaldson
8-5-2020

July

ASHLAND COUNTY HEALTH DEPARTMENT - RECAP SHEET

BILLS
Jul-20
FUND 9

Account	Date	Vendor	Purpose	Amount	MTD	YTD
1030	7/8/2020	Ashtand County Treasurer	Employee Health Benefits for July	10,615.05		
1060	7/8/2020	Ashtand County Treasurer	Employee Life Benefits for August	21.00		
2010	7/8/2020	Coblentz Technology	IT Services for June	200.00		
	7/8/2020	Wells Fargo	Copier Lease for 06/25-07/29	436.70		
	7/21/2020	Stericycle	Biohazard container removal for May	100.35		
	7/21/2020	Quadax	Billing Services for June	55.00		
4010	7/21/2020	McKesson	Medical Supplies	71.99		
	7/8/2020	Merck	Private Vaccine Gardasil, MMR	2,901.14		
	7/8/2020	GlaxoSmithKline	Private Vaccine Engerix	488.36		
	7/8/2020	Sanofi	Private Vaccine Menactra, Tubersol	745.96		
	7/8/2020	Bailey's Test Strips	Thermometers	700.00		
	7/21/2020	Sanofi	Private Vaccine Adacel	344.05		
4020	7/8/2020	Truax Printing	Envelopes	195.00		
4040	7/8/2020	Irwins	Office Supplies	94.69		
	7/8/2020	Staples	Office Supplies	142.31		
	7/8/2020	Walmart	Office Supplies	13.87		
8050	07/08/2020	Ohio Division of Real Estate	Burial Permit Fees for June	42.50		
	7/21/2020	Treasurer, State of Ohio	ODH 2nd Quarter Burial Permit Fees	9,619.20		
9020	7/21/2020	Pat Donaldson	Travel/Mileage for June 2020	212.00		
	7/21/2020	Ghassan Tafla	Travel/Mileage for June 2020	106.75		
	7/21/2020	Karleigh Spence	EH Travel for June 2020	98.00		
	7/21/2020	Jean Neel	Travel/Milage for Baby shower	66.70		
9030	7/8/2020	Capital One	Baby Shower Supplies, General Office Supplies	8,099.59		
9040	7/8/2020	Ashland Co Sheriff	BCI/Background check Vickie Taylor	30.00		
	7/8/2020	Alloway	Water Samples for May	50.00		
	7/21/2020	Spire	Annual Website Hosting Fee	508.95		
	7/21/2020	The Ashland Times Gazette	Covid 19 Specialist Listing	355.83		
	7/21/2020	UH Occupational Health	Drug Screenings for Sheila, Lisa and Vickie	144.00		
	7/21/2020	Puglisi Pizza	Pizza for Baby Shower	40.00		
9070						
9200						
9220						

FOOD

July

1030 BWC
1060 Health/Life
4010 Supplies
4020 Postage
8050 State Remit

7/8/2020 Ashland County Treasurer
7/8/2020 Ashland County Treasurer
7/8/2020 Bailey's Test Strips

Employee Health Benefits for July
Employee Life Benefits for August
Sanitarian Supplies

\$ 1,676.00
\$ 2.10
\$ 143.00

9020 Travel
9040 Other
9070 Audit

7/21/2020 Karleigh Spence
7/21/2020 Jennifer Frazier

Travel/mileage for Food for June
Travel/mileage for Food for June

\$ 28.50
\$ 123.50

PHEP

1030 BWC
1060 Health/Life
2010 Contract Svc.
2010 dept 1 Contract Svc.

7/8/2020 Ashland County Treasurer
7/8/2020 Lisa Stitzlein
7/21/2020 Jessica Donovan
7/21/2020 Lisa Stitzlein

Employee Life Benefits for August
Covid Pay for 06/13-06/25
Covid Pay for 06/29-07/10
Covid Pay for 06/27-07/10

\$ 2.10
\$ 1,400.00
\$ 869.50
\$ 1,540.00

4010 Supplies
9020 Travel
9040 Other
9040 dept 1 Other

7/8/2020 Capital One
7/8/2020 First Net

\$ 178.95
\$ 396.52

TOTAL COUNTY BILLS:

Heather Reffett, MPA, CPM
Health Commissioner
Jenny Helbert, Financial Analyst

Jenny Helbert

Revised 07/21/2020

\$ 42,859.16 \$

Ashland County

Nurses Report 2020	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2020 YTD	2019	2018
Men B	1	0	0	0	0	5	2						8	123	139
DTaP	4	1	3	0	1	0	0						9	42	53
DTaP-Hib-IPV	7	0	5	0	0	4	2						18	60	72
Dtap-IPV	1	1	0	0	0	2	1						5	22	26
HIB	1	1	1	0	1	0	0						4	19	3
HPV-9	4	4	2	0	0	10	3						23	130	153
HEPA (Adult)	3	0	2	1	7	0	2						15	93	103
Hep A (Ped/Adol)	4	5	4	0	1	8	1						23	134	153
Hep B Adult	1	3	3	3	5	6	2						23	71	105
Hep B (Ped/Adol)	6	1	4	0	0	4	1						16	60	53
IPV	2	4	0	0	0	1	0						7	34	12
MCV4	1	2	0	0	0	8	3						14	169	189
MMR	5	2	3	0	1	1	1						13	72	44
MMRV	1	1	0	0	0	2	1						5	35	27
PCV-13	5	1	6	0	1	5	2						20	70	90
Rotavirus, 3-dose	4	0	1	0	0	1	0						6	24	20
Shingrix	7	0	10	0	1	3	0						21	84	84
TD	1	1	0	0	0	1	0						3	164	164
Tdap	5	2	1	3	1	16	7						35	158	158
Varicella	11	3	2	0	0	1	1						18	65	57
Totals	74	31	47	7	20	78	29						286	1,487	1,712
Influenza	0	0	0	0	0	0	0						0	565	584
TB- Mantoux	15	13	8	1	4	11	16						68	201	218
BP	0	0	0	0	0	0	0						0	58	99
Lice	8	4	0	0	0	0	0						12	15	43
Lead	0	0	2	1	1	0	0						4	5	5
Car Seats	3	18	2	3	1	23	0						50	58	70
Cribs for kids	1	18	0	0	0	0	0						19	5	3
CMH Program															
Active-Dx	17	17	22	15	27	19	18						135	334	
Active-TX	134	134	141	109	140	145	152						955	1694	
Total Clients	177	177	174	146	190	186	176						1226	2300	
New MAF	1	1	0	2	1	4	2						11	46	
Home Visits	14	6	3	0	0	0	0						23	66	
Newborn Referral	1	0	0	0	0	0	0						1	36	
Resources	1	0	3	165	4	4	6						183	125	
Baby Box	0	0	0	0	0	0	0						0	21	
Total Services- CMH	194	184	188			190	191						948	2174	
Pending	7	13	8	10	13	8	2						61	94	
Annual phone calls- exten	0	0	7	6	14	10	5						42	19	
Clients served in the office	0	1	0	0	0	2	1						4	10	
Ashland County Totals	722	649	652	472	434	758	627	0	0	0	0	0	4314	10815	4439



ASHLAND COUNTY HEALTH DEPARTMENT

May 2020 – June 2020

INVOICE FOR SERVICES PROVIDED

INVOICE ID: 012020

DATE: July 23, 2020

TO: The Ohio Children's Trust Fund
P.O. Box 183204
Columbus, OH 43218-3204

FROM: Ashland County Health Department
142 W. Second St.
Ashland, OH 44805

Vendor ID: 0000100776

Federal Tax ID Number: 34-6000122

Grant Number: G-2021-22-0520

Billing Period Dates: May 2020– June 2020

Purchase Order Number: JFS01-0000024101

For: Early Childhood Safety Initiative

<u>PO Line Item</u>	<u>Amount Due</u>	<u>Budget</u>	<u>Balance</u>
1-1	\$8494.47	\$16300.79	\$3551.11

Amount Requested: \$8494.47

Jenny Herbert
Authorized Signature of Grantee

7/23/20
Date

Ohio Children's Trust Fund Signature / Approval

Date

47 families

Reimbursed

12749.68

Leftover car seats

Travel money

Order Refunded due
to not getting it on
time.



ASHLAND COUNTY HEALTH DEPARTMENT
February thru April 2020

INVOICE FOR SERVICES PROVIDED

INVOICE ID: 012020

DATE: APRIL 24, 2020

TO: The Ohio Children's Trust Fund
P.O. Box 183204
Columbus, OH 43218-3204

FROM: Ashland County Health Department
142 W. Second St.
Ashland, OH 44805

Vendor ID: 0000100776

Federal Tax ID Number: 34-6000122

Grant Number: G-2021-22-0520

Billing Period Dates: February 2020– April 2020

Purchase Order Number: JFS01-0000024101

For: Early Childhood Safety Initiative

<u>PO Line Item</u>	<u>Amount Due</u>	<u>Budget</u>	<u>Balance</u>
1-1	\$4255.21	\$16300.79	\$12045.58

Amount Requested: \$4255.21

Authorized Signature of Grantee

Date

Ohio Children's Trust Fund Signature / Approval

Date

2020 - January - June Early Children's Trust Fund Grant
Included in reimbursements
First Billing
Second Billing

	Personnel	Supplies	Travel	Administrative Fees	Total
	\$2,246.70	\$11,665.00	\$907.20	\$1,481.89	\$16,300.79
2/12/2020 Walmart Swaddles, swings		663.92			
2/12/2020 Walmart Swaddles, swings		70.62			
2/12/2020 Walmart Baby Gates		363.69			
2/16/2020 Walmart High Chairs		740.30			
2/12/2020 Walmart swaddles, playpens		801.39			
2/17/2020 Evenflo		1,214.40			
1/29/2020 Walmart - Food supplies		37.28			
2/14/2020 Walmart - baby gates		363.61			
6/19/2020 Andrea - 10 hrs x \$11.28 per hr	\$112.80				
7/3/2020 Andrea - 5 hrs x \$15.00 per hr	\$75.00				
6/19/2020 Jean - 70 hrs x \$16.16 per hr	\$1,131.20				
7/3/2020 Jean - 70 hrs x \$16.16 per hr	\$1,131.20				
6/3/2020 Evenflo					
6/6/2020 Buybuybaby-sleep sacks					
6/17/2020 Walmart - Food supplies					
6/17/2020 Amazon - cupcake holders					
6/25/2020 Walmart - cupcakes/water					
6/26/2020 Walmart -chocolate bars/thank you notes					
6/24/2020 Decorator					
6/23/2020 Walmart high chairs/gates					
6/23/2020 Walmart High chairs/gates					
6/23/2020 Walmart High chairs/gates					
6/23/2020 Target gates					
6/23/2020 Postage					
6/24/2020 Jean's Gas					
6/26/2020 Buehler's - chocolate					
6/26/2020 Buehler's -roses					
6/1/2020 Jean's Mileage					
6/30/2020 Walmart Refund					
6/29/2020 Irwin's baby supplies					
6/26/2020 Pizza					
7/23/2020 Equipment not given out					
4 gates @ \$35e					
6 packnplays @ 51 each					
4 car seats @ \$58 each					
7 high chairs @ \$19 each					
5 high back boosters @ \$35 each					
3 sleepsacks @ \$ 22 each					
Total Expense	\$2,450.20	\$ 4,603.08	\$ 162.80	\$ 1,960.91	\$13,432.20
Funds Remaining	(\$203.50)	\$2,806.71	\$744.40	(\$479.02)	\$2,868.59

2019 Baby shower remaining funds \$500.00

Ohio Children's Trust Fund Early Childhood Safety Initiative Participant Tracking

Participant Unique ID:	County of Residence:	TANF Self Attestation Form Complete (Y/N):	Self Attestation of no open or substantiated case of child abuse or neglect (Y/N):	Education Session Complete (Y/N):
ASH 32	ASHLAND	Y	Y	Y
ASH 33	ASHLAND	Y	Y	Y
ASH 34	ASHLAND	Y	Y	Y
ASH 35	ASHLAND	Y	Y	Y
ASH 36	ASHLAND	Y	Y	Y
ASH 37	RICHLAND	Y	Y	Y
ASH 38	ASHLAND	Y	Y	Y
ASH 39	ASHLAND	Y	Y	Y
ASH 40	ASHLAND	Y	Y	Y
ASH 41	ASHLAND	Y	Y	Y
ASH 42	ASHLAND	Y	Y	Y
ASH 43	ASHLAND	Y	Y	Y
ASH 44	ASHLAND	Y	Y	Y
ASH 45	RICHLAND	Y	Y	Y
ASH 46	ASHLAND	Y	Y	Y
ASH 47	ASHLAND	Y	Y	Y
ASH 48	ASHLAND	Y	Y	Y
ASH 49	ASHLAND	Y	Y	Y
ASH 50	ASHLAND	Y	Y	Y
ASH 51	ASHLAND	Y	Y	Y
ASH 52	ASHLAND	Y	Y	Y
ASH 53	ASHLAND	Y	Y	Y
ASH 54	RICHLAND	Y	Y	Y
ASH 55	ASHLAND	Y	Y	Y
ASH 56	ASHLAND	Y	Y	Y
ASH 57	ASHLAND	Y	Y	Y
ASH 58	ASHLAND	Y	Y	Y
ASH 59	ASHLAND	Y	Y	Y
ASH 60	ASHLAND	Y	Y	Y

ASH 61	ASHLAND	Y	Y	Y	Y
ASH 62	ASHLAND	Y	Y	Y	Y
ASH 63	MEDINA	Y	Y	Y	Y
ASH 64	ASHLAND	Y	Y	Y	Y
ASH 65	WAYNE	Y	Y	Y	Y
ASH 66	ASHLAND	Y	Y	Y	Y
ASH 67	ASHLAND	Y	Y	Y	Y
ASH 68	RICHLAND	Y	Y	Y	Y
ASH 69	ASHLAND	Y	Y	Y	Y
ASH 70	ASHLAND	Y	Y	Y	Y
ASH 71	RICHLAND	Y	Y	Y	Y
ASH 72	CRAWFORD	Y	Y	Y	Y
ASH 73	ASHLAND	Y	Y	Y	Y
ASH 74	ASHLAND	Y	Y	Y	Y
ASH 75	ASHLAND	Y	Y	Y	Y
ASH 76	ASHLAND	Y	Y	Y	Y
ASH 77	ASHLAND	Y	Y	Y	Y
ASH78	RICHLAND	Y	Y	Y	Y

Sheet

OCTF Parent Education Survey Complete (Y/N):	Other Relevant Evaluation Tools/Assessments Complete (Y/N):	Concrete Support Item Received (Y/N):	Cumulative Amount of Support Items Received by Family (cannot exceed \$200)
Y	Y	Y	\$60.00
Y	Y	Y	\$97.00
Y	Y	Y	\$147.00
Y	Y	Y	\$168.00
Y	Y	Y	\$74.00
Y	Y	Y	\$161.00
Y	Y	Y	\$120.00
Y	Y	Y	\$170.00
Y	Y	Y	\$147.00
Y	Y	Y	\$60.00
Y	Y	Y	\$143.00
Y	Y	Y	\$166.00
Y	Y	Y	\$132.00
Y	Y	Y	\$58.00
Y	Y	Y	\$125.00
Y	Y	Y	\$161.00
Y	Y	Y	\$97.00
Y	Y	Y	\$93.00
Y	Y	Y	\$115.00
Y	Y	Y	\$74.00
Y	Y	Y	\$97.00
Y	Y	Y	\$147.00
Y	Y	Y	\$147.00
Y	Y	Y	\$180.00
Y	Y	Y	\$166.00
Y	Y	Y	\$61.00
Y	Y	Y	\$147.00
Y	Y	Y	\$139.00
Y	Y	Y	\$74.00

Y	Y	Y	Y	\$197.00
Y	Y	Y	Y	\$183.00
Y	Y	Y	Y	\$194.00
Y	Y	Y	Y	\$182.00
Y	Y	Y	Y	\$161.00
Y	Y	Y	Y	\$147.00
Y	Y	Y	Y	\$147.00
Y	Y	Y	Y	\$132.00
Y	Y	Y	Y	\$166.00
Y	Y	Y	Y	\$116.00
Y	Y	Y	Y	\$147.00
Y	Y	Y	Y	\$147.00
Y	Y	Y	Y	\$147.00
Y	Y	Y	Y	\$158.00
Y	Y	Y	Y	\$132.00
Y	Y	Y	Y	\$147.00
Y	Y	Y	Y	\$104.00
Y	Y	Y	Y	\$183.00



August 2020 Board Meeting

6 Aug
2020

COVID19 - Response & PHEP/MRC

Summary of Activities for Month



Sheila Pryor is learning and focusing on primarily COVID-19 related activities as ACHD continues to respond to the needs of the community. She is completely closing the current gap to the rest of the staff needs while the ESF-8 position is vacant. She has built a strong relationship with the Emergency Management Agency, Mr. Mark Rafeld. She is on the regular rotation for weekend and after-hours management of the health department.

Accountable Accomplishments:

- Complete re- inventory and new documentation established, organized and arranged pick up of nearly 2,000 boxes of PPEs to over 60 community partners and transfer all of our PPE to the ACHD location, no longer being stored at the fairgrounds.
- Identified primary information for COVID-19 dashboard on the website and social media outlets, as well as establishing regular updates to educational postings to our media outlets.
- Worked with Coblenz Technology to set up new emails and computer log-in information.
- Worked with MT Business Technologies to set up & troubleshoot scanning, access, and resource utilization for all staff, and new oncoming team members.
- Continued messaging and press conferences to announce positive cases and safety needed safety measures to meet and comply with the state mandate for masking and social distancing for all sectors of the community:
- Full involvement in the response of the COVID-19 outbreak at McMullen Assisted Care
- Actively aided in the return of patients, site survey, ICAR evaluation with the nursing staff and education of the nursing staff at the facility involving 23 contact calls with the team.

Continual Support Activities

Daily EOC update meetings – providing all current statistical information, trends and issues

Weekly Countywide EOC meetings – representing ESF8 in a full capacity

Bi-weekly Conference calls with all Ashland County Health Care Partners providing all needed statistical data, to include status of PPE shipments and actively engage each facility with support as I have been readily available to each of them at all hours needed – lead participant in the absence of UH Hospital staff to facilitate the meeting.

Weekly visit 5 or more extended care facilities to ensure full support from ACHD

Weekly visits to childcare locations ensuring that plastic barriers were installed as needed, simply because of the volume of questions that were coming from these types of facilities.

Participate in every weekly call, training opportunities, 3 ZOOM meetings all involving return to school safely initiatives. ODH Webinars are completed weekly for new guidance.

Weekend on call point of contact for 5 weekends – to include contact within each department for support in the need of a call after hours.

Deliverables to Environmental Health – Nursing Staff – Accreditation Coordinator – Health Commissioner

June 29 & 30- Participation in contact tracing workflow training, assignment and provided deliverables in order to establish a solid program of accountability for our team now that contact tracers are on staff with ACHD

July 1- Site visit to Southview Grace Brethren for successful program management within allowable guidelines for Wifflefest 2020. Worked with Mark Abel and Elaine.

July 2 – McDonalds of Ashland, positive employee – site response, documentation preparation, follow up calls through process start to finish

June 26th Community Baby Shower hosted at ACHD – served in all needed capacities and provided educational printed materials from “COVID-19 Specialist” and how I can be reached to all that attended, and added to the take home informational literature for all families.

July 8 - After Actions Report – McDonalds temporary shut down

Week of July 11th – contact with all local vendors & businesses for Ashland Dream Car Show for the community providing every single business with my contact information, to include a phone call and a site visit if requested, also printed signage. Created electronic media that was sent as well as printed letters to every business.

Week of July 11th through July 22nd timeline and documentation daily completed for Jeromesville Outbreak that included educational calls and documentation for the associated businesses (Pentair, Jeromesville Pizza, Custom Hoist and Step 2) that were affected.

July 2, 7, 17, 24 Assisted in Press Releases with training of the Health Commissioner and notification of the media as well as social media products for the county.

July 20 - organized a full After Actions Review with EMA, UH Samaritan, Ashland County Coroner, Fickes Funeral Home, Milltown Family Practice, Ashland Emergency Medical Management, Jeromesville Fire Department, and ACHD. Convened in the EOC – and I provided full report to Health Commissioner to include reference to needed plan changes for future roles of all the listed entities.

July 22 – Accreditation workshop – assigned DOMAIN 2 team leader and will be completing all of DOMAIN 2 with an organized team

Other Notables:

Completions of 2 ICS 100, 200 to ensure currency (had taken previous to hire)

Completion of Medical Readiness Corp Leader training course, and am now active in region 5

Completion of 2 Accreditation online courses for successful team leadership for completing our accreditation packages.

Summary prepared by Sheila Pryor August 5, 2020.

August 2020 Accreditation Coordinator Update for the Health Department Board

On July 13-17 attended virtual training of what is normally an in-person training for accreditation coordinators and health department directors. This training had both off-line and on-line training. We followed Standard 3.2 from start to finish. The training was informative and thorough.

On Wednesday, July 22, 2020, I conducted a training with all the domain leads. In this training we went over the reason for accreditation, the process from application to approval, the 12 Domains, and the process by which we will follow to ensure documents are uploaded and approved. We then ran through Standard 3.2 reviewing the documentation currently at the health department and developed an action plan to demonstrate the process by which all team leads will follow.

From this training, it was determined that the Accreditation Coordinator would review all the documents that have been set aside from previous work to see what can be used and what documentation is still needed. This task is to be completed by August 1st. As of July 27th, the AC has completed Standard 1.1.1 and this documentation is uploaded into e-phab awaiting approval from the Health Commissioner.

By August 14th, we plan to have a Domain plan with each team lead focused on supplying missing documentation for the November 30th deadline. This process will need dedication and commitment from all parties involved and we should begin to see real progress very soon.

As of August 10, we have 9.12% of the documentation completed and uploaded to e-phab system. Much more documentation is collected and in the process of being reviewed by me and

will be uploaded in the upcoming weeks. Team 1 has been meeting regularly and have provided documentation that will meet the standards and measures.

Other team meetings are being scheduled but some documentation has been submitted to the AC for review and if approved, will be uploaded in the coming weeks.

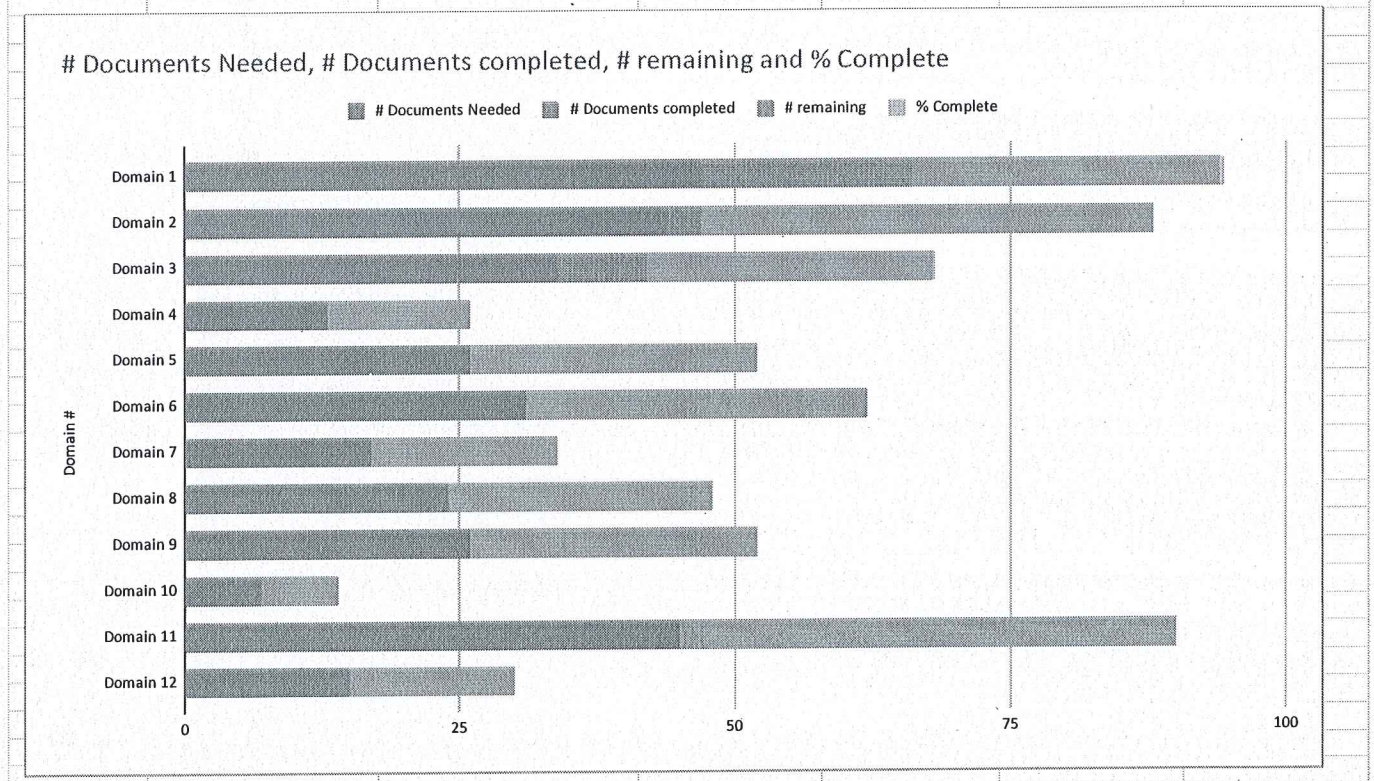
I am well pleased with the progress and the team efforts. Everyone is taking the process seriously and are scouring the files for relevant documentation.

Signed: *Vickie Taylor*

Vickie Taylor, Accreditation Coordinator, August 10, 2020

Tracking Chart for Accreditation Process of Document tracking.xlsx

Domain #	# Documents Needed	# Documents completed	# remaining	% Complete	Date updated	Domain leader
Domain 1	47	19	28	40.43%	8-5-2020	Jenna Gerwig
Domain 2	44	3	41	6.82%	8-7-2020	Sheila Pryor
Domain 3	34	8	26	23.53%	8-3-2020	Vickie Taylor
Domain 4	13	0	13	0.00%		Shirley Bixby
Domain 5	26	0	26	0.00%		Heather Reffett
Domain 6	31	0	31	0.00%		Pat Donaldson
Domain 7	17	0	17	0.00%		Shirley Bixby
Domain 8	24	0	24	0.00%		Jenny Helbert
Domain 9	26	0	26	0.00%		Heather Reffett
Domain 10	7	0	7	0.00%		Vickie Taylor
Domain 11	45	0	45	0.00%		Jenny Helbert
Domain 12	15	0	15	0.00%		Lauren Jeffrey
Total	329	30	299	9.12%		





ASHLAND COUNTY HEALTH DEPARTMENT

July 30, 2020 – 11:00 AM

IT Workgroup Conference Call

Included on Call:

Jeff Hardman
Heather Reffett
Vickie Taylor
Jenny Helbert
Mike from Coblentz Technology

Mike gave us three contract options:

1. Basic option: prepaid hours, 50 hours minimum at \$85.00 (reduced rate) per hour. We can pay on a monthly, quarterly or yearly basis. They will still send us a 'paid' invoice after service is finished. They will charge us for a minimum of ½ hr. With this option, they will provide us with Priority hours – response within 2 hours but it will cost us \$110.00 per hour and does not come off of the 50 prepaid hours. This option will cost the ACHD a minimum of \$4250.00 per year, as long as we fall within the 50 prepaid hours.
2. Preventative option: maintenance on servers only. This would include once a month maintenance, on a specified day, making sure that backups are working. This could be performed remotely. This would cost the ACHD \$300 a month for the first server and the additional server would be \$250.00 per month. The total yearly cost for this service would be \$6600.00.
3. Break Fix Option: This is what we currently have. We break it, they fix it at \$90.00 per hour. I believe I have seen where they charge us in increments of 15 minutes on the statements. We use their service and then they bill us.

Next Steps:

Vickie submitted our computer package choices to michael@coblentztechnology.com to determine if configurations will work or need changed.

Next Steps cont.

Once we hear back from Mike, we will narrow down our package option and make our purchase in the next week or so. We did decide that using a universal USB would be a better choice in case of future changes with computer setups, etc.

A survey was sent out to all employees of the ACHD to determine what the needs are for video conferencing and online webinars. Heather and Lauren are working on this. Mike did tell us that webcams are in high demand and have had huge price increases in the last few months.

We are still looking at Google Suite, Office 365 and Microsoft Business Standard. Mike preferred Microsoft Business Standard as a platform for Governmental offices.

We will make a final decision on our Coblenz contract on the next conference call.

Once we hear back from Mike on the configuration status, Jenny will set up the next IT workgroup conference call.

Just a note:

Mike had told us on the conference call that we would receive a discounted rate of \$10.00 less than the current rate we pay which is \$90.00 so we will be sure to hold him to that fee of \$80.00 vs the \$85.00 he told us with the basic option.



Savannah Lions Club Savannah, Ohio 44874
Chartered, February 15, 1944

August 11, 2020

Heather Reffett, Commissioner
Ashland County Board of Health
1763 State Road 60
Ashland, Ohio 44805

Dear Ms. Reffett,

Following conversations with Pat Donaldson and Jennifer Frazier from your office, I request the Ashland County-City Health Department Board consider a differentiated food inspection license for non-profit entities serving Ashland County.

The Savannah Lions Club operates as an IRS designated section 501(c)(4) organization. Our service projects primarily benefit local families and organizations. In the world of COVID-19, our organization is reimagining its service projects. A current one-day food license costs \$155.00 per event, significantly impacting our club's service dollars.

I would ask your office to develop a one-day food license specifically for non-profit service organizations, such as the Savannah Lions Club. A license of ½ the current fee would be attainable for service organizations to meet and enable the Health Department to account for inspection costs.

Volunteer service organizations strengthen the communities in which they are located. Savannah Lions are the community's lone non-profit service organization. We are seeking relief from the Ashland County-City Health Department in creating a non-profit food license category to remain viable in serving our area, including Savannah, Bailey Lakes, Clear Creek, and surrounding townships.

It is my understanding food inspection license rates are annually recalculated, presented, approved by the Board and effective each January. As a proposed category, I would ask consideration that a newly created non-profit food license be effective upon approval of the Board prior to January 2021.

Thank you for your time and assistance with this matter. Our club's continued service is directly impacted by your decision.

Sincerely,

Kevin Reidy, Treasurer
Savannah Lions Club

Cc: Dr. Tomchak, Dr. Cawrse, Mr. Hardman, Mr. Kopp and Mr. Puglisi



Savannah Lions Club Savannah, Ohio 44874
Chartered, February 15, 1944

August 11, 2020

Heather Reffett, Commissioner
Ashland County Board of Health
1763 State Road 60
Ashland, Ohio 44805

Dear Ms. Reffett,

Following conversations with Pat Donal
County-City Health Department Board
entities serving Ashland County.

The Savannah Lions Club operates as
projects primarily benefit local families a
reimagining its service projects. A curre
impacting our club's service dollars.

I would ask your office to develop a one-
such as the Savannah Lions Club. A l
organizations to meet and enable the He

Volunteer service organizations strengt
are the community's lone non-profit
County-City Health Department in creat
our area, including Savannah, Bailey Lak

It is my understanding food inspection
the Board and effective each January.
created non-profit food license be effect

Thank you for your time and assistan
impacted by your decision.

Sincerely,

A handwritten signature in blue ink that reads 'Kevin Reidy'.

Kevin Reidy, Treasurer
Savannah Lions Club

Cc: Dr. Tomchak, Dr. Cawrse, Mr. Hardman, Mr. Kopp and Mr. Puglisi

419-543-
7024