

CRAWFORD COUNTY BOARD OF HEALTH

MINUTES

SEPTEMBER 15, 2020

The Crawford County Board of Health met Tuesday, September 15, 2020 at 7:00 a.m. at the Robinson Community Center. The following directors were present:

Koert Bartman
Kayla Blank, PharmD
Shannon Goebel
David Rotman, M.D.
William Schaefer, DDS
Robert Walsh, D.O.

EXCUSED: Guy Rumler

OTHERS

PRESENT: Darla Tracy, Certified Public Health Administrator
Jenna Thompson, Nursing Supervisor
Eric Paulin, LEHP, Director of Environmental Health
Cole Shaner, Crawford County State's Attorney
Jonathon Goff, Crawford County Board member
Kevin Dart, Crawford County Board member
David Hasty, Prospective Board of Health member
Bill Rutan, Crawford County Sheriff
Bobbi Branson, Executive Secretary to the Board of Health

CALL TO ORDER

The meeting was called to order at 07:06 a.m. by Kayla Blank, Chairperson with Mr. Bartman, Mrs. Blank, Mrs. Goebel, Dr. Rotman, Dr. Schaefer, and Dr. Walsh present at time of roll call.

ADDITIONS, DELETIONS, CORRECTIONS TO THE AGENDA

No additions, deletions, or corrections were made to the agenda.

APPROVAL OF AUGUST 18, 2020 MEETING MINUTES

A motion was made by Dr. Rotman and seconded by Mrs. Goebel to approve the August 18, 2020 minutes as written. Upon roll call, motion carried unanimously.

APPROVAL OF AUGUST FINANCIAL REPORT

Mrs. Tracy reviewed the Financial and Expenditure Reports for the month of August, 2020.

A motion was made by Dr. Schaefer and seconded by Dr. Walsh to approve the August, 2020 financial reports as presented. Upon roll call, motion carried unanimously.

SALARY COMMITTEE REPORT

Mrs. Goebel reported the Salary Committee met to discuss salaries for FY'21 and explained the Committee recommended a 4% COLA.

A motion was made by Dr. Walsh and seconded by Dr. Schaefer to approve the Salary Committee's recommendation as presented. Upon roll call, motion carried with Mr. Bartman voting "nay".

FISCAL YEAR 2021 BUDGET PRESENTATION

Mrs. Tracy reviewed Fiscal Year 2020 revenue and expenditures.

Mrs. Tracy presented the Fiscal Year 2021 budget and reviewed the Budget Points sheet, explaining projected revenue and expenditures.

Mrs. Tracy explained the proposed budget's revenue reflected fifty-four percent in grants, twenty-three percent in fees, and twenty-three percent in levy. Salaries and Benefits were noted to be forty-five percent of the budgeted expenditures.

Mrs. Tracy reported the current cash on hand to be \$1,791,482.13, which would cover over sixteen months in operating expenses.

A motion was made by Mrs. Goebel and seconded by Dr. Walsh to approve the FY'21 budget as presented. Upon roll call, motion carried unanimously.

FACILITY ADDITION

Mrs. Tracy discussed purchasing the budgeted mobile unit approved through the Contact Tracing grant to provide additional office space versus adding a permanent structure onto the facility. She explained the cost of the mobile unit is \$65,000 with \$32,500 approved through the grant and the department paying the other half for a two-year lease. She stated the facility addition could cost approximately \$200,000.

Mrs. Tracy stated she is clarifying with the grant administrator if the awarded \$32,500 through the Contact Tracing grant could be spent toward a building addition rather than a temporary unit. She noted the department has a large surplus on hand if the Board wishes to use department funds to add on to the existing facility.

Mr. Bartman stated before he would consider this, he would like to visit the department to look at possible addition area. Mr. Paulin stated he would meet with him after the meeting.

Dr. Rotman inquired how long it would take to build an addition. Mr. Paulin replied approximately four to six months. Dr. Rotman stated a modular unit could probably be purchased for \$65,000.

Mrs. Goebel stated she thought the facility addition warrants further investigation. Mrs. Tracy stated she wanted to discuss it before the department spent \$65,000 on a building that is not permanent.

Mrs. Blank stated this will be placed on the next month's meeting agenda.

EXECUTIVE SESSION MINUTES

Executive Session minutes were made available for Board member review.

A motion was made by Mr. Bartman and seconded by Dr. Rotman to leave Executive Session minutes closed. Upon roll call, motion carried unanimously.

NURSING REPORT

Mrs. Thompson stated there had been an increase in Hepatitis A and STDs during the month of August. She reported two new contact tracers were hired in August.

Mrs. Goebel inquired if the department has flu shot clinics planned. Mrs. Thompson explained the department will begin clinics as soon as the vaccine arrives. She explained the department will host drive through clinics and hopes to finish by end of October. She stated staff will go into the schools to get the kids vaccinated to keep exposure down as much as possible.

Mrs. Thompson discussed concerns over the growing number of COVID-19 cases in Crawford County and the orange warning phase it is currently in. She noted one positive case can have multiple close contacts and she does not know how to help the public understand the seriousness of the situation. She expressed concern that if the community does not take precautions to keep the restaurants and schools open, and get the spread under control, the county may go backwards.

She discussed anonymous complaint letters the department has received regarding large gatherings. She discussed the challenges of COVID positive individuals refusing to isolate and stay home. She noted she had to ask the police to go with her to deliver orders once. She stated there has been an increase in positive cases and contact tracers have met more resistance.

Mrs. Tracy stated the department recently asked law enforcement about the masking requirement for businesses and those responding stated they will not enforce masking. She noted when positive cases do not stay home to isolate it can get serious. Mr. Shaner stated if he receives a report in writing from the health department or law enforcement, he will follow-up on a case by case basis for those openly violating the law.

Mrs. Thompson asked what to do when the department receives report of someone who is positive breaking isolation. Sheriff Rutan stated if someone is positive and going out in public without a mask, they will address that, as it is a serious health concern and they are doing something on purpose that could hurt someone.

Mr. Shaner stated if someone tests positive and refuses to cooperate or refuses to quarantine, the Sheriff or police will send him a report of criminal charge and he will go forward. Mr. Shaner stated the health department will be supported if someone is breaking the law.

ENVIRONMENTAL HEALTH REPORT

Mr. Paulin reviewed the Environmental Health report for the month of August. He stated the inspection numbers are down and discussed reservations over completing routine inspections during COVID. He asked how the Board wished for him to proceed; no decision was made.

ADVISEMENTS

MOBILE COVID-19 TESTING UNIT

Mrs. Tracy stated the mobile testing unit will return September 21 and 22, 2020 from 9 a.m. to 5 p.m. each day due to requests made by the community for testing.

APPOINTMENT/REAPPOINTMENT

Mrs. Tracy reported David Hasty has agreed to serve on the Board of Health and his name was submitted to the County Board for appointment. She stated Dr. Schaefer has agreed to serve another term and his reappointment letter will be submitted this month to be placed on the October County Board agenda. She stated she still needed to speak to one more board member concerning their reappointment.

FUTURE MEETINGS

Mrs. Tracy stated it was decided last month to continue meeting at 7:00 a.m. over the original noon meeting time. She asked Board members if evenings would be preferable due to their work schedules. After discussion it was decided to move the meetings to 6:00 p.m. on the third Tuesday of the month.

BOARD MEMBER COMMENTS

Dr. Walsh stated the department should continue to share information to help the public and people will make their own choices.

Mr. Bartman stated it boils down to personal responsibility and we need the public to understand that.

Mrs. Goebel stated from a school perspective, it has been a stressful situation, but the kids are resilient and the county schools are working really hard. She stated the students do so well in school to follow guidelines during the day and as a community, we need to encourage them to make the best choices outside of the school. She stated we do not want to jeopardize in person learning and we need to work together as a community and stay positive, as it's about trying to help other people, not just yourself. Mrs. Goebel stated a parent, whose child was recently quarantined, told her how wonderful her experience was with the health department. Mrs. Tracy expressed her appreciation to Mrs. Thompson and Mrs. Simpson for all of the hours they have devoted to contact tracing.

Dr. Rotman stated the department does a great job. He noted if the department orders someone into quarantine it has to assume the responsibility of making sure those people have resources. Mrs. Tracy and Mrs. Thompson assured the Board resources are provided to those quarantined or isolated.

Mr. Hasty stated he would like to see the health department building too.

There were no other comments.

PUBLIC COMMENTS

No comments.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:13 a.m.

_____, **Secretary** **Date:** _____