

AGENDA
CLARK COUNTY COMBINED HEALTH DISTRICT
BOARD OF HEALTH
November 17, 2022
6:00 p.m.

1. Call Meeting to Order
2. Roll Call
3. Minutes of the October 20, 2022 Meeting
4. Activity Reports:
 - A. Nursing Division (*Christina Conover*)
 - B. Environmental Division (*Larry Shaffer*)
 - C. Early Childhood (*Lori Lambert*)
 - D. Women, Infants, & Children (*Emily Thomas*)
 - E. Health Planning (*Chris Cook*)
 - F. Vital Statistics (*Shannon Hackathorne*)
 - G. Financial Report (*Linda Moore*)
 - H. Legislative Update (*Charles Patterson*)
5. Monthly Vouchers (*Linda Moore*)
 - A. Payment Approval
 - B. Transfers/Advances, if necessary
6. Public Comment
7. Special Report
8. Old Business
 - A. Third Reading – Environmental Health Fees (*Larry Shaffer*)
 - B. Declaration of Tax for Nuisance Abatement – 2728 Dale Ave (*Larry Shaffer*)
9. New Business
 - A. Variance Request – 131 Clubhouse Drive, South Charleston (*Larry Shaffer*)
 - B. Motorcycle Ohio Grant Submission (*Larry Shaffer*)
 - C. Clark County Solid Waste Contract Renewal (*Larry Shaffer*)
 - D. Ohio Mosquito Control Grant Submission (*Larry Shaffer*)
 - E. Reproductive Health Grant Submission (*Christina Conover*)
 - F. Point of Care Machine (Hemoglobin A1C) Purchase (*Christina Conover*)
 - G. Annual All Staff Meeting (*Charles Patterson*)
 - H. 2022 Amended Budget Approval (*Linda Moore*)
 - I. Creation of New Fund & Appropriations-Haitian CC Grant (*Linda Moore*)
 - J. Local Public Health Services Annual Payment (*Charles Patterson*)
 - K. Personnel Policy Update Approval (*Shannon Hackathorne*)
 - L. Possible Nuisance – 1378 Titus Road (*Larry Shaffer*)
10. Health Commissioner's Comments
11. Executive Session – if necessary
12. Additional Business – if necessary
13. Next Meeting Date – Thursday, December 15, 2022

Adjournment

Clark County Combined Health District
Board of Health Minutes
October 20, 2022

President Dala DeWitt called the September 20, 2022, Clark County Combined Health District Board of Health meeting to order at 6:00 p.m.

Board members present: Catherine Crompton, Dala DeWitt, Bernadette deGuzman, Scott Griffith and Dana King.

Board members absent: Valerie Moore and Tyler Walters.

Staff present: Charles Patterson, Health Commissioner; Elizabeth DeWitt, Environmental Health Supervisor; Christina Conover, Director of Nursing; Lori Lambert, Early Childhood Director; Emily Thomas, WIC Director; Shannon Hackathorne, Administrative Assistant to the Health Commissioner; Lindsey Hardacre, Fiscal Officer 2, Chris Cook, Assistant Health Commissioner; Laura Thompson, Medical Director; Stephanie Johnson, Emergency Preparedness Coordinator; Deedra Wade, Family Support Specialist; Sarita Condori, Family Support Specialist and Sheila Watkins, Community Health Worker.

Guests: none.

Minutes: The minutes of the Board of Health meeting held on September 20, 2022, were approved as submitted.

Activity Reports

Nursing: Ms. Conover said that we continue to give COVID-19 vaccines and the recommendation for bivalent boosters has been expanded down to age five (5). She said that sometime last Friday we gave our 100,000 COVID-19 dose. She said that we also confirmed a second case of monkeypox this week and continue to offer the vaccine to those who show interest through the website. She said that we started flu vaccines in mid-September and have been busy with that as well as the back-to-school vaccines.

Ms. Conover said that having Ms. Annette Rutter join the Children with Medical Handicaps program has lessened the pressure, so she and Ms. Renee Steele have been able to start visiting clients versus just troubleshooting, which has increased the visits.

Ms. Conover said the lead program has increased visits as well, largely due to the health planners and their energy towards getting screenings going in the community. She said that our caseload has increased to 76, which is a substantial increase, so we will continue to work on managing that. She said that we are thankful for the partnerships in the community to get the recommended screenings completed.

Ms. Conover said that we have completed between 3,000 to 4,000 school screenings for hearing and vision, largely successful due to the work of Ms. Gloria Smith and her team, which consists of mostly volunteers and PRN staff. Ms. Smith does a lot of training and coordination with the schools to complete these screenings. She said that she did not list the number of hearing follow-ups due to the recommendation to wait a few weeks and then rescreen due to impacts such as infection and screening environment, however, she did add the percentage of follow-up on the vision screenings.

Ms. Conover said that our reproductive health clinic had a site visit from the Ohio Department of Health and received excellent feedback. She said one of the representatives went to the jail to see some of the

clinic activity and was very complimentary of the staff and care they provided. She said that the Ohio Department of Health sent another three (3) representatives to visit today to see our process and get ideas on a new project, which is encouraging for our program. She said that the site visit did not result in any official findings, however, they are concerned with why we are not bringing in more project income. She said when comparing to other projects it shows that we should be bringing in more income from billing, so we reached out to consultant to have an audit completed to help us put together some strategies with billing.

Ms. Conover said that we are happy to welcome Martha Zaragoza as our newest communicable disease nurse through a partnership with the Educational Service Center. She said that we have two (2) active tuberculosis cases with one at home recovering and another that needs daily observed therapy.

Ms. Conover said that we are using the opportunity with one of our available nurses who manages COVID-19 calls and enters cases to explore a potential role for the health district to support people in their diabetes management. She said that we are pleased with how she is progressing to become familiar with the standards and figuring out what we already have in the community.

Ms. Conover said that with our bilingual and multilingual staff, visits are increasing the number of people coming for services. She is concerned about what will occur once the temporary funding is over.

Ms. Conover referred to the communicable disease report with notes that Ms. Anna Jean Sauter and Ms. Brenna Heinle pulled together, which is also helpful. She said the report mentions two (2) cases of congenital syphilis, but we now have three (3) cases. She said that we have all been concerned about this impact on our community. She said that we now have a total of nine (9) cases of HIB which is something that children usually get vaccinated for before age 5. She said that we had zero (0) cases last year, two (2) in 2020, two (2) in 2019 which were thrown off by COVID-19, four (4) in 2018 and three (3) in 2017. She said that in some cases it has been attributed to vaccine hesitancy.

Ms. Conover referred to the Roosevelt Middle School report included in the board packet. She said that Ms. Brenna Heinle did a nice job reporting the symptoms shown in the report. She said that they were never able to identify a particular virus or bacteria causing the illnesses, but it leans towards something like the flu virus. She said that we have also been getting Epicenter alerts through the hospital which shows what is trending and points to a flu-like virus. She said that fever was high at 53% reporting that symptom. She said that we are thankful for the partnership with the school nurse who let us know of the increased absences.

Dr. Crompton asked how long the daily observed treatment will last. Ms. Conover said that it will depend on how the patient progresses, but it will be at least six (6) months. She said that as we get things settled, we will likely be able to transition to virtual monitoring. She said that the idea of observed monitoring is to see enough doses that you can say the therapy was completed with assurance which is protective for the community.

Environmental Health: Ms. Elizabeth DeWitt said that we received the results from our swimming pool survey from the Ohio Department of Health that was conducted in February of this year to determine whether we are carrying the mandated program requirements set forth in the Ohio Revised Code and Ohio Administrative Code. She said that the survey reviews licensing years 2019 and 2020 due to the Ohio Department of Health placing surveys on hold during COVID-19. She said that there were a few deficiencies noted including delays in processing licenses, flow meter readings not being documented on reports and equipment inventory inspections not being completed. She said that the deficiencies have

been addressed with staff. She said that even with the few deficiencies the Ohio Department of Health determined that we are meeting the minimum acceptable standards as specified by the survey methodology.

Ms. DeWitt said that we are beginning to schedule motorcycle classes for 2023 and plan to hold 22 classes which can accommodate 12 students per class.

Early Childhood: Ms. Lambert said we had a site visit at the start of this week for the Healthy Families America evidence-based model program accreditation. She said that the site visitors flew in on Saturday and went through our records on Sunday, interviewed all staff including the Health Commissioner and advisory board on Monday and our families on Tuesday with the help of Mr. Cook for families who needed a virtual meeting. She said that it was a good experience, and they will send us a final report in about a month. She said the site visit went well due to the hard work of the home visiting staff. She shared a note she received from the site visitors that said "It was such an honor to be able to spend a few days with your team. Chris and I talked almost the whole way back to the airport about all the wonderful things we heard from your staff and families. We were so moved by the amazing work that your team is doing to support families in your community and your commitment to the continuous quality improvement philosophy that is at the heart of Healthy Families America and our accreditation process. It is not easy to have someone come through and dig through all your stuff and you were all very gracious and welcoming of our questions and feedback. You are doing great things in Clark County."

Ms. Lambert said that Ms. Esther Keyes retires tomorrow and thanked her for her service to our Hispanic families over the past seven (7) years. She then introduced Ms. Deedra Wade, Ms. Sheila Watkins and Ms. Sarita Condori. She said that we are incredibly happy to have these ladies on our team.

Mr. Patterson said that Ms. Lambert and her team took on this reaccreditation process with the new standard. He said they could have done it the easy way by going through the old standard passing with flying colors then having four (4) years to build up to the new standard but decided to go with the new standard which meant all their processes and programs had to come up to the new standard. He said that we are the first or second in the state to come up to this new standard and be assessed on it. He said this was a huge amount of work for Ms. Lambert and her team. He wanted to express his thanks to the entire Early Childhood division for this great big climb over the past four (4) to five (5) months- we are proud of our team and Director who led the team doing it the hard but best way for our families in Clark County.

WIC: Ms. Thomas said our caseload was at its highest number last month and we finished Fiscal Year 2022 above the assigned level for our county. She said that the increase has been felt in the clinic and she applauded and thanked the staff for their hard work to get all the families served.

Ms. Thomas said we received confirmation that the benefit increase for fruits and vegetables has been extended for the rest of 2023, which comes at a perfect time for families with increased inflation concerns.

Ms. Thomas said the formula shortage continues, and we were notified that the added temporary alternatives for non-contract formulas have been approved through the end of December, which gives our families alternative options.

Health Planning: Mr. Cook said that our One2One program serves a lot of clients in various locations, exchanging a lot of syringes and distributing many of Narcan kits, but the other thing we do in one of the locations, co-located as Ms. Conover mentioned with the reproductive health clinic, is a warm hand off to

screen for high-risk diseases. He said that these are people that may not get screened if we were not located with the reproductive health services clinic.

Mr. Cook said the Safe Communities program had a couple of good events last month including homecoming events at Tecumseh and Greenon and the Night Out event at Wittenberg University. He said that these events are impactful to our community and our kids in Safe Communities and Safe Driving.

Mr. Cook said that next week is Lead Poisoning Prevention week and we will have a nice news release coming out for that. He said we were able to do with the lead program and he wanted to highlight that all of Springfield city zip codes are classified as high risk meaning that every child living in Springfield at the ages of one (1) and two (2) should be screened for lead. He said that we already have great partnerships existing in the community to make that happen. He said that lead testing is also recommended for pregnant women especially in those high-risk zip codes, which is a lot of people being all of Springfield, because those pregnant women with a history of lead poisoning can transfer lead to the baby when born.

Mr. Cook referred to the community health assessment report included in the board packet. He said that this is a summary of a lot of assessments, work by our staff and several meetings with our planning committees. He said that we circulated this to our staff and steering committees to highlight and summarize a lot of work that went into this phase four (4) of our community health assessment that will lead into our next community health improvement plan. He asked the board to take a moment to look at the report and share any feedback they have. He said that this is a roadmap, and we welcome all input on the objective and goals.

Vital Statistics: Ms. Hackathorne said there is nothing new or unusual to report.

Financial Report: Ms. Hardacre said that we do not have a financial report as the previous report is no longer available. She said that she is working with the auditor's office to find a similar report. She hopes to have one next month.

Mr. Patterson said that the accounting system is under maintenance and out of service for the next couple of days due to changing the server. He said the company had a representative here over the past couple of weeks making many changes and working to fix coding issues. He said that one of the issues is figuring out how to fix coding to return the \$400,000 in funds that we are due back for healthcare that is going to the county fund when we are also paying the bills directly. He said that Ms. Hackathorne and Ms. Hardacre are tracking every penny to ensure that it is all refunded once the coding is corrected. He said there is a lot of fixing, and we know some of our staff are frustrated with their paychecks. He said they are getting the correct amount of money, but it is not showing in the correct places, and this is something else that the county is working to correct. He said that we will continue to update the board on the progress.

Legislative Update: Mr. Patterson said that the legislature has not been in session, and we do not expect them to be in session until after the election in November. He said that Issues 1 and 2 were not placed on the ballot through the normal process of statewide issues. He said that both were generated from the legislature with Issue 1 being about bail issues which allows local judges to take public safety and victim safety into account. He said that it takes the authority away from the supreme court giving it to the legislature. He said that Issue 2 is again generated by the legislature and from what we understand is in response to the Village of Yellow Springs which is the only municipality in the state of Ohio that allows people who are not US citizens to vote on local issues and would require that only US citizens vote in state and local elections in Ohio.

Vouchers: Ms. Hardacre presented the bills.

R 93-22 A resolution approving payment of the bills from September 1, 2022 through September 30, 2022.

Motioned by: Dr. King

Seconded by: Mr. Griffith

Dr. deGuzman	Yes
Mr. Griffith	Yes
Mr. Walters	Absent
Ms. Moore	Absent
Dr. Crompton	Yes
Ms. DeWitt	Yes
Dr. King	Yes

Motion carried.

Public Comment: none

Special Report: none

Old Business:

Second Reading/Public Hearing – Environmental Health Fees: Ms. Dala DeWitt opened the public hearing at 6:30pm. With no comments from the audience, the public hearing was closed at 6:30pm.

New Business:

Possible Nuisance – 530 Lawnview Avenue: Ms. Elizabeth DeWitt said that the property located at 530 Lawnview Avenue in Springfield Township has an aerator discharging septic system. She said that we have been to the property five (5) times in the past six (6) weeks with the first being the first inspection due to there being no service provider for their aerator. She said that while there we saw that the aerator motor was not operational. She said that we left a notice to let them know and gave them one (1) week to have it replaced. She said that when we returned the second time, it was still not working so we left a second notice and mailed notice to the owner as it is a rental property. She said that it still had not been repaired on later visits. She said that we went this morning, and it is still not repaired. She said that she contacted Buckeye Sanitary Service as we were advised they had worked on the system. She said that Buckeye Sanitary Service indicated they went out last week and it was not working, so maintenance was performed, and they realized the tenants had turned power off the system. The tenants were advised to turn the power on to the system. She said that when we followed up today the power was turned back off to the system.

Dr. Crompton asked if the owner had been notified that the tenants turned off power to the aerator. Ms. Elizabeth DeWitt said that we did speak with the owner again today and were notified that the tenants need to keep the power on to the system, so it works properly.

R 94-22 A resolution declaring the property at 530 Lawnview Avenue, Springfield, Ohio (Parcel # 3100700022413001) a public health nuisance under authority of Ohio Revised Code 3707.01 and further ordering Penny Kay Messenger, owner/occupant, abate said nuisance within 21 days of receipt/posting of the order by the restoring sewage treatment system to provide full sewage treatment as designed. If the owner/occupant does not comply, the Board further orders a citation be issued to him, describing the cause of the complaint against him and requiring him to appear before the Clark County Combined Health District

Board of Health at its November 17, 2022 meeting at 6:00 p.m. at 529 East Home Road, Springfield, Ohio to show cause why the Board of Health should not proceed and furnish materials and labor necessary to remove the nuisance and certify the costs and expense thereof to the County Auditor to be assessed against the property located at 530 Lawnview Avenue, Springfield, Ohio (Parcel # 3100700022413001) and thereby made a lien upon it and collected as other taxes

Motioned by: Dr. King

Seconded by: Dr. Crompton

Dr. Crompton	Yes	
Mr. Griffith	Yes	
Dr. King	Yes	
Ms. Moore	Absent	
Ms. DeWitt	Yes	
Dr. deGuzman	Yes	
Mr. Walters	Absent	Motion carried.

Possible Nuisance – 752 Lawnview Avenue: Ms. Elizabeth DeWitt said that the property at 752 Lawnview Avenue also has an aerator discharging system. She said that we have been to this property about (5) times with the same first inspection date as the other property at Lawnview Avenue, however, at this property we saw that there were no chlorine tablets present in the aerator system. She said that no chlorine means that it is not being properly treated and they are discharging untreated sewage to the environment. She said the owner occupied this property and a notice was left at the door. She said that we followed up three (3) times the following week and again this morning and there are still no chlorine tablets in the system.

Dr. King asked if we were able to speak with the owners. Ms. Elizabeth DeWitt said that we have left messages for the owner with no return calls.

R 95-22 A resolution declaring the property at 752 Lawnview Avenue, Springfield, Ohio (Parcel # 3100700022413015) a public health nuisance under authority of Ohio Revised Code 3707.01 and further ordering Scott A. Ryon, owner/occupant, abate said nuisance within 21 days of receipt/posting of the order by the restoring sewage treatment system to provide full sewage treatment as designed. If the owner/occupant does not comply, the Board further orders a citation be issued to him, describing the cause of the complaint against him and requiring him to appear before the Clark County Combined Health District Board of Health at its November 17, 2022 meeting at 6:00 p.m. at 529 East Home Road, Springfield, Ohio to show cause why the Board of Health should not proceed and furnish materials and labor necessary to remove the nuisance and certify the costs and expense thereof to the County Auditor to be assessed against the property located at 752 Lawnview Avenue, Springfield, Ohio (Parcel # 3100700022413015) and thereby made a lien upon it and collected as other taxes.

Motioned by: Dr. King

Seconded by: Mr. Griffith

Dr. Crompton	Yes	
Mr. Griffith	Yes	
Dr. King	Yes	
Ms. Moore	Absent	
Ms. DeWitt	Yes	
Dr. deGuzman	Yes	
Mr. Walters	Absent	Motion carried.

Variance Request – 2116 West Jackson Street: Ms. Elizabeth DeWitt said that the homeowners at 2116 West Jackson Street have requested a variance for isolation distance between septic components and driveways. She said that the homeowners need to replace their failing septic system, but due to existing conditions on the property the only area to place a tank does not meet the required isolation distance from the current driveway and the parking area. She referred to the drawing included in the Board packet. She said that it will be about five (5) feet from the turnaround and six (6) to eight (8) feet in various locations.

Ms. Dala DeWitt asked for staff recommendation. Ms. Elizabeth DeWitt said that the staff does not see any concern with granting the variance.

R 96-22 A resolution approving a household sewage treatment system rules variance at 2116 West Jackson Road, Springfield, Ohio (Parcel #1001100010000014) allowing a household sewage treatment system to be permitted in a location that is less than 10 feet from a hardscape or driveway with the responsible party signing a Hold Harmless Agreement.

Motioned by: Mr. Griffith

Seconded by: Dr. deGuzman

Ms. Moore Absent

Mr. Walters Absent

Dr. King Yes

Dr. deGuzman Yes

Dr. Crompton Yes

Ms. DeWitt Yes

Mr. Griffith Yes

Motion carried.

Variance Request – 640 North Lake Road: Ms. Elizabeth DeWitt said that the homeowners at 640 North Lake Road in Bethel Township have requested a variance for isolation distance between septic components and property lines. She said the homeowners have a failing septic system that needs to be replaced and due to soil limitations the area does not meet the isolation distance from property lines. She said that in one instance it is almost one (1) foot from the property line, but we did ensure that it is more than 50 feet from the homeowners well and the neighbors well. She said that it is a tricky site with elevations. She said to meet code and to get the length on contour they will be too close to property lines.

Dr. King asked if we have heard anything from the neighbor. Ms. Elizabeth DeWitt said she talked to the neighbor on one side this week and there was no concern from them.

Ms. Dala DeWitt asked if we do a follow up visit after the system is installed. Ms. Elizabeth DeWitt said we do a follow-up visit to ensure the system is installed as designed and then we go back out in one year to ensure everything is working as it should.

R 97-22 A resolution approving a household sewage treatment system rules variance at 640 Lake Road, New Carlisle, Ohio (Parcel #0100500026200003) allowing a household sewage treatment system to be permitted in a location that is less than 10 feet from a property line or right-of-way boundary with the responsible party signing a Hold Harmless Agreement.

Motioned by: Dr. King

Seconded by: Mr. Griffith

Mr. Walters	Absent	
Ms. Moore	Absent	
Mr. Griffith	Yes	
Ms. DeWitt	Yes	
Dr. King	Yes	
Dr. Crompton	Yes	
Dr. deGuzman	Yes	Motion carried

Position Upgrade – Leah Behler: Mr. Cook said that Ms. Behler is our Tobacco Prevention and Cessation Health Planner and has been here one year and is eligible to move from a Health Planner 1 to a Health Planner 2. He said she is a valuable team member, and we support this upgrade.

R 98-22 A resolution approving a position upgrade for Leah Behler from Health Planner 1 to Health Planner 2, effective October 31, 2022.
 Motioned by: Dr. Crompton
 Seconded by: Dr. deGuzman

Dr. Crompton	Yes	
Ms. DeWitt	Yes	
Dr. deGuzman	Yes	
Mr. Walters	Absent	
Mr. Griffith	Yes	
Dr. King	Yes	
Ms. Moore	Absent	Motion carried.

Haitian Creole Connection Grant Submission: Mr. Cook referred to the grant review in the board packet. He said that we have been waiting for this grant and the only sad thing to say is the short turnaround time we must spend the money being six (6) months, but we are going to do what we can as this is a growing need in our community. He said that we have a growing Haitian population in our county, and they are making multiple entry points into our community and into our social service system. He said that we have a lot of different entities in the county working to answer the needs of this growing population including but not limited to the Educational Service Center, the hospital, schools, United Way, St. Vincent DePaul and the health district. He said we are all working to put the resources and connections in place. He said that this grant opportunity will pull us all together at the table to create a strategic plan to move forward. He said the deliverables have a date to meet which is valued at half the grant and the entire grant is \$200,000.00 with \$100,000 as base and a value for each deliverable up to \$100,000.00. He said it will be a challenge to spend the funds in six (6) months, but we have a lot of confidence in the partnerships and local resources we already have working on this project. He said much of the work is being done and this will be going forward with a connection or hub here in Clark County. He said that the application is due November 7, 2022, and we are asking for permission to submit the grant.

Mr. Patterson added that in the past we were able to perform the deliverables and pull down the money and keep what we were not able to spend to use when appropriate for the same types of activities or personnel. He said that with this grant it is half deliverable, but we now must use the deliverable money within the grant year so in many cases this grant and other grants we will not be able to carry the funds into future grant years, which is a newer ruling from the state health department. He said that this lessens the flexibility which impacts our grant funds and how we manage them.

Mr. Cook said that there is also a possibility of a no cost extension for this grant, however, that makes it difficult to plan.

R 99-22 A resolution A resolution authorizing the Health Commissioner to do all things necessary including submitting the grant and negotiating and executing all related contracts for the Haitian Community Connection grant.

Motioned by: Dr. King
Seconded by: Mr. Griffith

Ms. DeWitt	Yes	
Mr. Walters	Absent	
Dr. Crompton	Yes	
Dr. deGuzman	Yes	
Mr. Griffith	Yes	
Dr. King	Yes	
Ms. Moore	Absent	Motion carried.

Health Commissioner’s Comments: Mr. Patterson said that the state director of health announced today that COVID-19 cases are down 30% over the past two (2) weeks, but more importantly COVID-19 hospitalizations are down about 25% over the past two (2) months. He said that with that with being said there a couple of subvariants of Omicron popping up in Europe and China and although they are still at low levels in the states, they do expect those subvariants to grow and potentially escape some of our immunity that we have built up so we are pushing forward with the new boosters and would like to see more people get those vaccinations by the upcoming holidays. He said that with flu increasing this year and little masking or social distancing this could be a rough year for us in Clark County. He said that although the COVID-19 numbers are down we still have about 12 Ohioans die from COVID-19 every day from COVID-19. He said it was great to hear that we gave 100,000 vaccines which is a monumental staff for our staff, but in Ohio we also went over 40,000 people dying from COVID-19 which is an incredibly significant number over the past couple of years. He noted that with all the hard work of our staff fighting monkeypox and active tuberculosis we are following Ohio Revised Code and currently housing an active tuberculosis client and until earlier this week housing an active monkeypox case in isolation to protect others who live and work in the community. He advised that there will be some bills where we are buying the housing which the staff is doing a great job working out. He said that we continue to have this potential long-term problem of where to isolate individuals for various diseases when there is no home situation that is appropriate for them to be in, He said that we struggled with this for several years and the staff have done a good job working with community partners to get this done.

Additional Business: none

The next regular Board of Health meeting will be held on Thursday November 17, 2022, at 6:00 p.m. at 529 East Home Road, Springfield, Ohio.

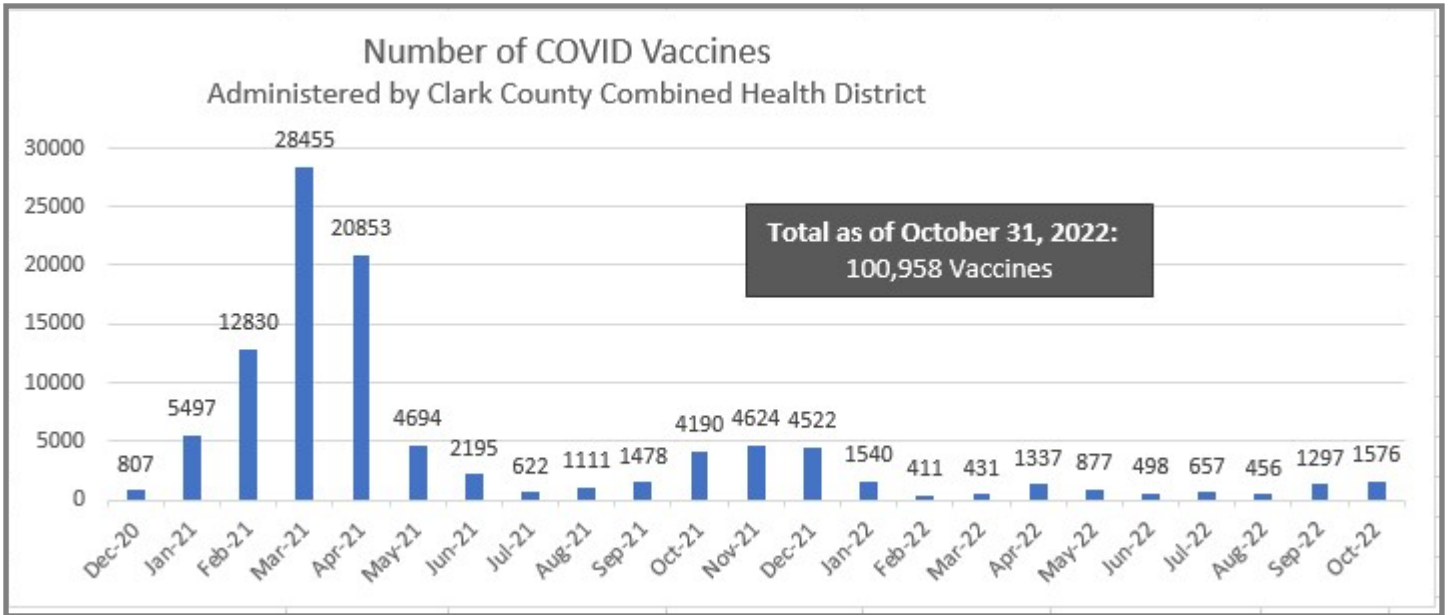
With no further business to come before the Board, the meeting was adjourned at 6:55 p.m.

Charles A. Patterson, Secretary
Clark County Combined Health District
Board of Health

Dala DeWitt, President
Clark County Combined Health District
Board of Health

Nursing Clinical and Case Management Services October 2022 Activities

Immunizations and Get Vaccinated Ohio (GVOH)



COVID Vaccination	Thru Home Visit
2022 October	Nov 1– Nov 17
42	1
2022 Cumulative	2022 Cumulative
148	149

Specialty Immunization Clinics:

- North Hill Towers 10/11/2022 COVID-19
- Wittenberg University 10/11/2022 COVID-19
- Shawnee Place 10/25/2022 COVID-19
- United Senior Services 10/27/2022 COVID-19

Monkeypox (MPXV) Response:

- As of this meeting on October 20th, there are 3 cases of monkeypox diagnosed in Clark.
- Case Counts as of 10/20/2022:
 - United States: 29,055 Ohio: 369 Clark County: 3
- To date (11/17/2022), CCCHD has administered 35 vaccines to 22 individuals (Jynneos is a 2 dose vaccine series)

Get Vaccinated Ohio (GVOH) Project Activities in October

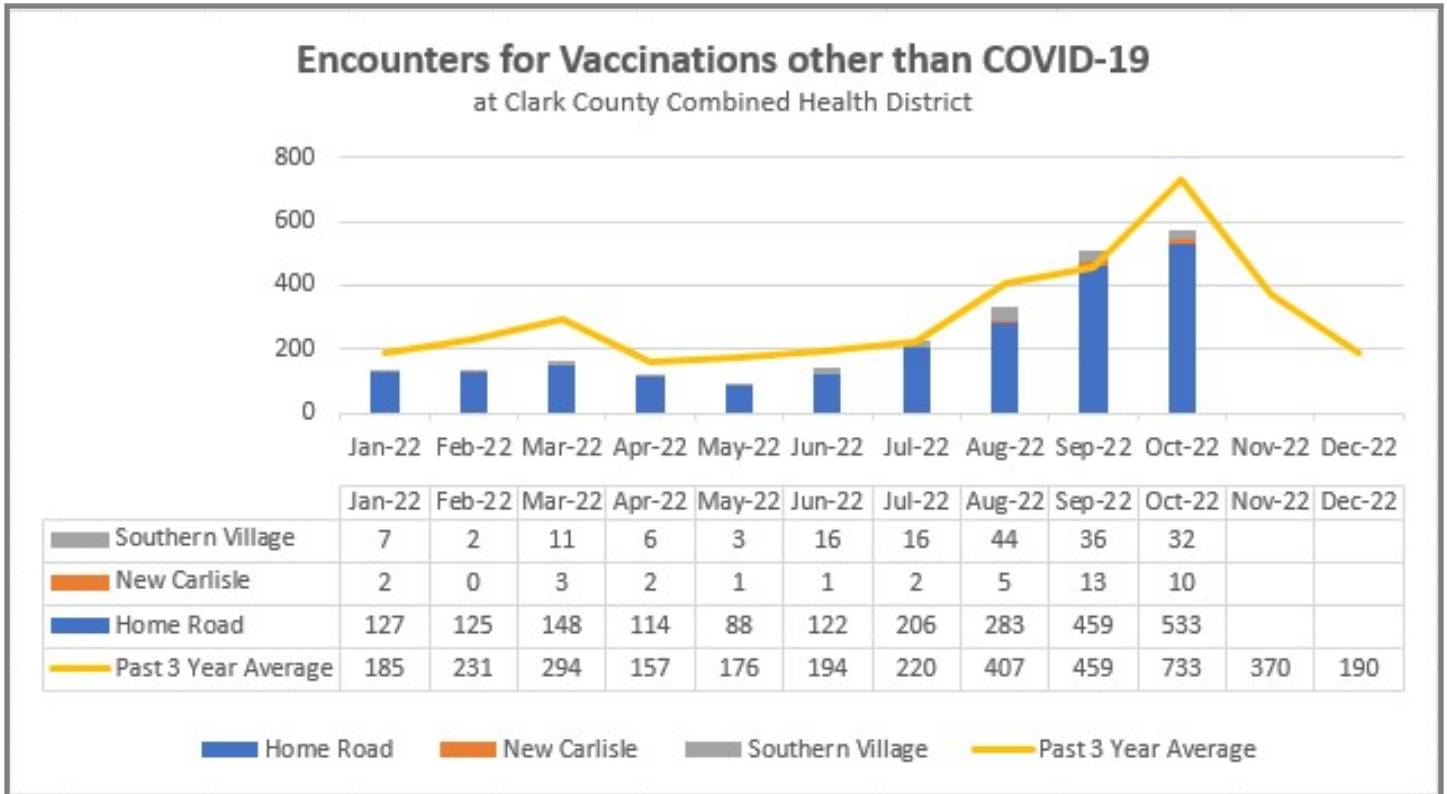
- Recall/Reminders for CCCHD clinic appointments in September
 - Reminders (prior to upcoming appt): 704
 - Recalls (follow up on missed appointments): 93
 - Mailing to remind community residents of need for newborn immunizations: 79

Thank you for all of your help to bring the COVID-19 vaccine and flu vaccine clinics to Wittenberg this semester. We greatly appreciate your partnership to keep our campus healthy!

- Casey L. Gill, Ph.D.

Nursing Clinical and Case Management Services October 2022 Activities

Immunizations and Get Vaccinated Ohio (GVOH)



Faith Community Nursing (partnership with Mercy Health and Faith Communities)

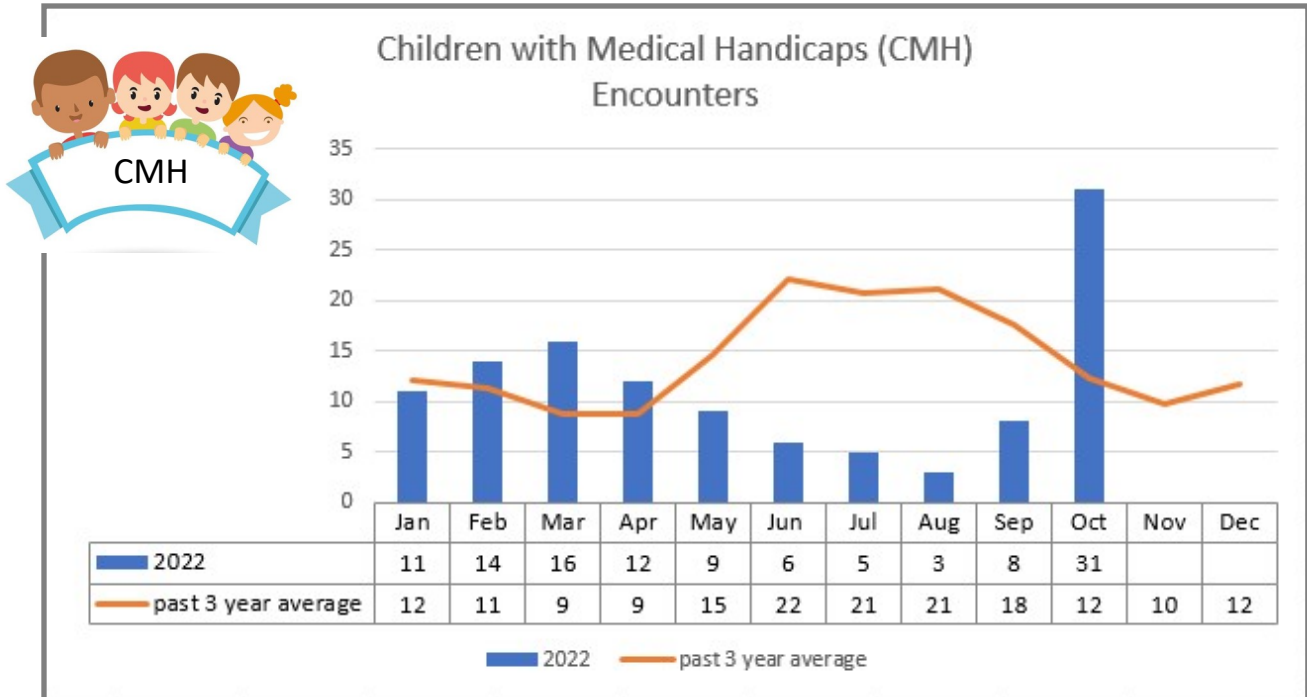
Excerpts from congregational assessments:

Top 5 Selections for “Interested in Learning More about Specific Categories”

	First Year Church #1	First Year Church #2	First Year Church #3	First Year Church #4	Second Year Church #1	Second Year Church #2
1	Women's Health	Women's Health	Women's Health	Nutrition, Exercise, Weight Loss	Nutrition, Exercise, Weight Loss	Nutrition, Exercise, Weight Loss
2	Mens Health	Aging	Nutrition, Exercise, Weight Loss	Relationship between faith and health	Relationship between faith and health	Aging
3	Aging	Men's Health	Stress Reduction	Women's Health	Teen Issues	Women's Health
4	Nutrition, Exercise, Weight Loss	Nutrition, Exercise, Weight Loss	Men's Health	Men's Health	Stress Reduction	Stress Reduction
5	Relationship between faith and health	Relationship between faith and health	Aging	Stress Reduction	Women's Health	Relationship between faith and health

Nursing Clinical and Case Management Services October 2022 Activities

Children with Medical Handicaps (CMH)

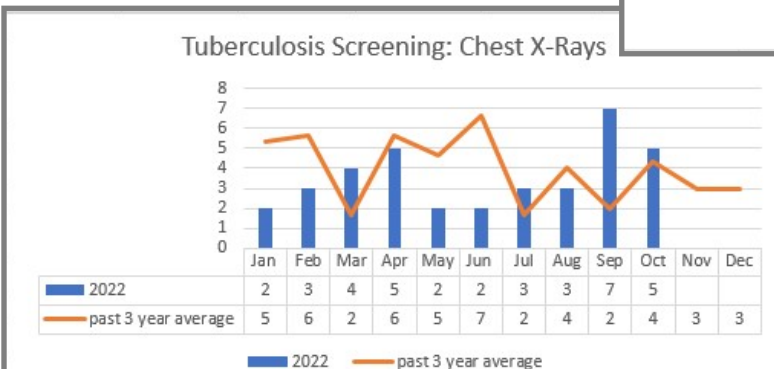
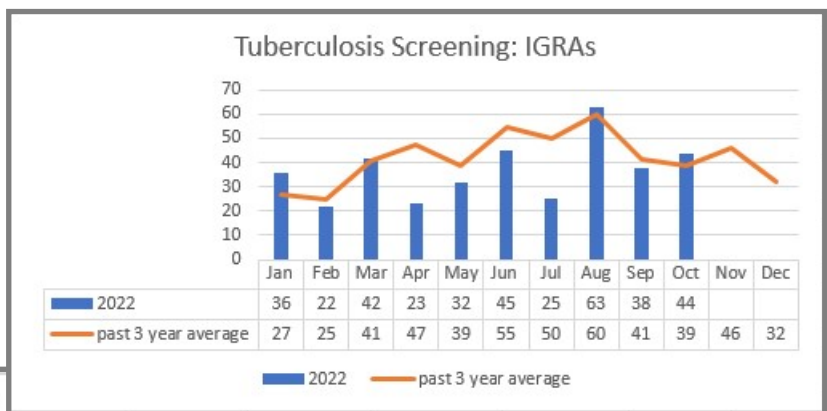


Lice	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Head Checks	1	7	6	2	6	12	2	5	6	1			47

Lead	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Lead Screenings performed through CCCHD	5	7	4	7	4	1	1	5	10	3			47
Lead Case Management Visits/Encounters	0	2	9	9	13	5	37	28	19	40			162

Tuberculosis Prevention and Control

- Currently providing daily Direct Observe Therapy (DOT) to one (1) person with active TB
- Currently providing DOT to two (2) persons with latent TB



Welcome Shaiann Ferguson, our new disease investigator and Luckens Merzius, an outreach worker/interpreter!

Nursing Clinical and Case Management Services October 2022 Activities

School Screenings

Date	# of add'l CCCHD staff	Students/ Volunteers	School	Vision			Hearing	
				Screened	Referred for follow- up	Percent Referred (by screen- ing)	Screened	Referred for follow- up
8/22/2022	4	1 vol.	Emmanuel Christian Academy	47	0	0%	47	0
8/24/2022	2		Simon Kenton Elementary	30	6	20%	30	0
8/24/2022	2	1 vol.	Horace Mann Elementary	21	3	14%	21	
8/24/2022		1 vol.	Perrin Woods Elementary	12	2	17%	12	
8/25/2022		2 OSU	Simon Kenton Elementary	26	6	23%	26	0
8/25/2022		2 OSU	Horace Mann Elementary	19	3	16%	19	
8/25/2022		2 OSU	Perrin Woods Elementary	10	2	20%	10	
8/25/2022			Lincoln Elementary/consult	0			0	
8/25/2022			Lagonda Elementary/consult	0			0	
8/26/2022			Perrin Woods Elementary	14	2	14%	14	3
8/29/2022			Guiding Shepherd	20	2	10%	20	0
9/1/2022	2	7	Emmanuel Christian Academy	159	25	16%	125	14
9/6/2022	4	7	Catholic Central	215	41	19%	185	77
9/7/2022	6	1	Simon Kenton	119	27	23%	100	42
9/7/2022	4	1	School of Innovation	83	22	27%	82	12
9/8/2022	3	1	Fulton	121	38	31%	122	45
9/9/2022	3	7	Spfld Prep & Fitness	81	30	37%	81	23
9/12/2022	3	2	Rolling Hills 3rd, 5th	65	6	9%	65	9
9/13/2022	7	8	Warder Park	140	55	39%	139	44
9/13/2022	2	8	Schaefer Middle School	122	35	29%		
9/14/2022	4	7	Perrin Woods	148	25	17%	146	93
9/14/2022	1	7	Hayward Middle School	168	45	27%	33	8
9/15/2022	3	7	Northeastern Elementary	229	41	18%	216	49
9/15/2022	2	7	Northeastern 7th and 9th	133	17	13%	72	8
9/16/2022	2	8	Kenwood	135	33	24%	133	67
9/19/2022	1	1	Rolling Hills 3rd, 5th	83	7	8%	83	8
9/21/2022	4	8	Snyder Park	122	35	29%	121	27
9/21/2022	3	8	Springfield High School 9th	285	41	14%	284	135
9/22/2022	3	8	Horace Mann	154	45	29%	149	75
9/23/2022	2	8	Lincoln	132	25	19%	132	46
9/26/2022	6	2	Miami View PreS, K, 1	181	6	3%	181	31
9/27/2022	4	8	Snowhill	200	35	18%	200	38
9/27/2022	2	8	Roosevelt	179	35	20%		
9/28/2022	4	8	Lagonda	164	41	25%	164	88
9/28/2022	3	8	Springfield High School 9th	121	27	22%	125	69

Nursing Clinical and Case Management Services October 2022 Activities

School Screenings (continued)

Date	# of add'l CCCHD staff	Students/Volun-teers	School	Vision			Hearing	
				Screened	Referred for follow-up	Percent Referred (by screening)	Screened	Referred for follow-up
9/29/2022	2	1	Northeastern 11th and New	71	6	8%	71	2
9/30/2022	0	8	Rolling Hills 3rd, 5th	156	29	19%	156	34
10/3/2022	0	0	Garfield Bldg. ESC	8	1	6%	8	0
10/3/2022	0	0	Enon Bldg. ESC	6	2	17%	6	0
10/3/2022	0	0	Greenon for Prep for H & V	0	0	0%	0	0
10/3/2022	0	0	Spfld Prep/Fitness Recheck	0	0	11%	19	2
10/4/2022	5	9	Greenon School K-12	617	88	15%	472	73
10/5/2022	5	5	Northridge Elem/Middle School	412	71	15%	269	31
10/6/2022	2	0	Risen Christ PS-8	70	2	2%	70	1
10/7/2022	1	8	Global Impact Stem Academy	258	12	6%	141	10
10/11/2022	1	1	Perrin Woods Recheck	35	1	3%	25	1
10/12/2022	5	7	Miami View 3rd, 5th and Absent	146	17	14%	146	23
10/12/2022	5	7	Southeastern Jr/Sr. High School	113	17	13%	77	8
10/13/2022	3	0	Ridgewood School K-8	89	8	8%	82	6
10/14/2022	1	7	Springfield Christian Academy	68	12	23%	68	19
10/18/2022	1	0	Lincoln Recheck	34	11	19%	74	10
10/20/2022	5	0	Kenton Ridge High School	227	24	9%	229	18
10/21/2022	4	7	Northwestern Elem. K, 1st	133	41	25%	133	25
10/24/2022	1	0	Springfield Prep/Fitness Records					
10/24/2022	1	0	Hayward Rescreens	20	4	13%	25	2
10/26/2022	1	0	Warder Park Wayne Rescreens	55	5	7%	41	2
10/26/2022	0	0	Risen Christ PM & Absent stud.	12	0	0%	12	0
10/27/2022	2	0	Northwestern Elem. 1st.	80	4	9%	80	11

*Hearing Screenings that are not passed are rescreened at a later date before referred for follow up;

Vision Screenings are rescreened same day and can be referred immediately.

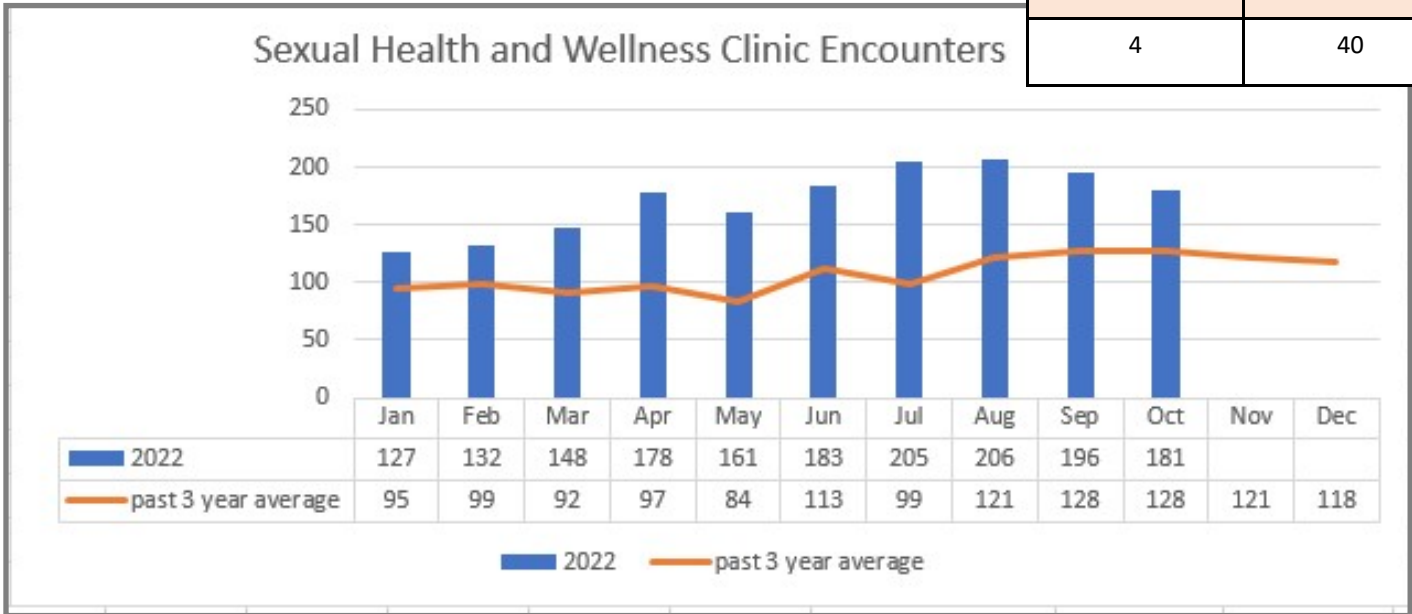
Total Screenings for the 2022-2023 School Year to date:

Hearing: 5341 Vision: 6348

Nursing Clinical and Case Management Services October 2022 Activities

Sexual Health and Wellness Clinic (SHWC)

Medicaid Applications Completed in SHWC	
October 2022	Cumulative 2022
4	40



Outreaches for PREP, Sexual Health and Wellness Clinic, Monkeypox Awareness:

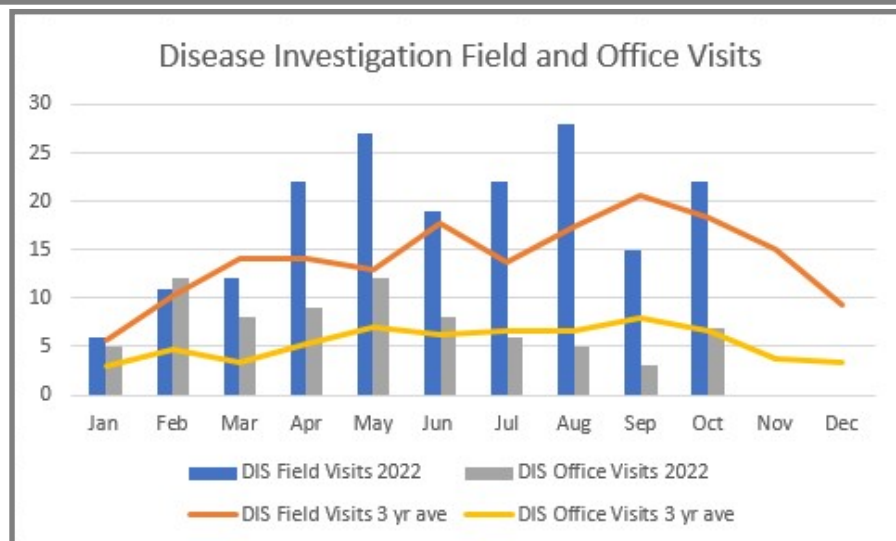
PRIDE Movie Night and a partnership with Dayton and Greene County



Disease Investigation Specialist (DIS)

Services:

Partner Services, Connecting to Services, Treatment for Syphilis & HIV, Assisting Healthcare Providers to Treat for Syphilis



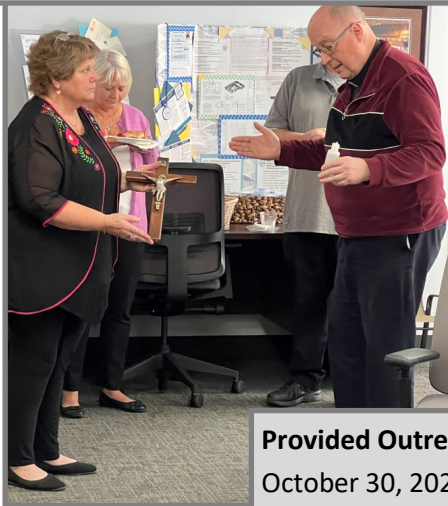
Nursing Clinical and Case Management Services October 2022 Activities

Partnership Language Assistance/Outreaches:

- Facilitated Spanish interpretation at Diabetes Support Group
- Meeting with Office of Refugee Resettlement to better understand status and benefit eligibility
- Meeting with Clark County Department of Job and Family Services
- Continued interpretation and translation services
- Continued assist with applications, transportation and interpretation for Prevent Blindness Ohio, Equitas, Catholic Charities of Southwest Ohio

Participated in Needs Assessment
October 23, 2022

Celebrated the dedication of St. Vincent de Paul's Outreach Center
October 23, 2022



Provided Outreach at Church Fellowship
October 30, 2022



“Kindness is realizing that we’re all in this together.”

- from *Random Acts of Kindness Foundation*, randomactsofkindness.org

Many thanks to all of the staff and volunteers for continuing to be willing to learn from each other, learn from our clients and for demonstrating flexibility in big and little ways.

Communicable Disease (CD) Team Update: October 2022

Epidemiology Update:

Data Projects – All published on the CCCHD Health Data & Reports Page

- Completed Data Projects
 - Weekly Influenza Reports
 - Hospitalized influenza cases and syndromic data
- Looking forward: Current/Future Data Projects
 - Communicable diseases in the Elderly (65+ yrs old)
 - Diseases affecting the elderly of Clark County from 2016-2020.

Surveillance

- Tracking COVID-19 Cases every week to determine trends
- Tracking COVID-19 Cases in long term care (LTC) facilities for outbreaks
 - Tracking vaccination status of positive residents and employees to see if there are any trends in the rise of cases
- Tracking Possible Monkey Pox Cases in Clark County
- Tracking hospitalized flu cases in Clark County

Contracted County's (Champaign and Madison County) Epidemiology Items

- Champaign County
 - Brenna goes on site to Champaign County every other Thursday for 3 hours to provide Epi support
 - Monitored an exposed person to highly pathogenic avian influenza (HPAI)
 - Completed Data Projects – all published on the new CHD Health Data & Reports Page
 - Looking forward: Current/Future Data Projects
 - Communicable diseases in Children (<18 yrs old)
 - Report looking at which diseases have affected the children of champaign county the most from 2016-2020.
 - Communicable diseases in the Elderly (65+ yrs old)
 - Report looking at which diseases have affected the elderly of champaign county the most from 2016-2020.
- Madison County
 - Brenna continues to provide support for the CD nurse in Madison County on different communicable diseases.

Communicable Disease Update:

- CCCHD completed symptom monitoring for Ebola on a low-risk traveler from Uganda. Monitoring began 10/22/22 and ended 11/12/22.
- Franklin County and Columbus Public Health are investigating a measles outbreak among unvaccinated children. As of 11/17, there are 17 confirmed cases, 7 of which have been hospitalized. Two Clark County residents have been identified as contacts in this outbreak. One of these contacts requires active daily symptom monitoring by CCCHD.
- New Disease Investigator started on 10/31.
- Syphilis cases continue to rise in Clark County. More confirmed/probable syphilis cases, higher incidence rate compared to this time last year.
 - 2 congenital syphilis cases this quarter. Congenital syphilis is on the rise in Region 9 overall. CCCHD Disease Intervention Specialist (DIS) continues to provide Bicillin to OB/GYN offices on a case-by-case basis to treat pregnant clients who test positive for syphilis.

- Tuberculosis: CCCHD continues to investigate two active cases of TB. CD staff is conducting Direct Observed Therapy (DOT) for one case, while the other is still hospitalized. CD staff have facilitated TB screenings and assisted with LTBI treatment for high-risk contacts of these two cases.

PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22
C&DD-Active:			DOMESTIC PREPAREDNESS:			FOOD-MOBILE:		
Consultations	4	31	Complaints/Consultations	0	0	Consultations	4	66
Enforcement	0	0	Field Activity Hours (Clinics, Etc.)	0	140.5	Licenses Issued:		
Licenses, Permits, Orders Issued	1	1	Inspections/Re-Inspections	0	0	Food Establishment	0	23
Inspections &/or Re-Inspections	0	9	Sample/Re-Sample	0	0	Food Service	1	108
C&DD-Closed:			Sample or Specimen Pick-Up/Delivery	0	0	Inspections-Standard	3	185
Consultations	0	0	Training-Given	0	0	Notices of Critical Viol.-Standard Insp.	0	0
Enforcement	0	0	Training-Received	0	3	Follow-Up Inspections	0	8
Inspections &/or Re-Inspections	2	4	FOOD-RISK (144):			Complaints Rec'd./Investigated/FU/Pend.	0	0
CAMPGROUNDS (182):			PLAN REVIEW	16	137	FOOD-TEMPORARY:		
Consultations	0	2	Consultations	5	87	Consultations	0	7
Licenses Issued	0	7	Licenses Issued:			Licenses Issued:		
Inspections-Standand	4	16	Food Establishment	1	221	Food Establishment	1	59
Licenses Issued-Temporary	0	5	Food Service	2	409	Food Service	9	84
Inspections-Temporary	0	5	Inspections-Food Establishment:			Inspections-Standard	19	127
Notices of Critical Viol.-Standard Insp.	0	3	Standard Inspections	34	281	Notices of Critical Viol.-Standard Insp.	0	0
Re-Inspections	0	2	PR Inspections	0	19	Follow-Up Inspections	0	0
Complaints Pending-Beg. Of Month	0		Notices of Critical Viol.-Stand./PR	0	32	Complaints Rec'd./Investigated/FU/Pend.	0	0
Complaints Rec'd.-Current Month	0	1	Follow-Up Inspections	4	92	FOOD-VENDING:		
Complaints Investigated:			Outbreak Investigations:	0	0	Consultations	0	0
Valid Complaints	0	1	Sample or Specimen Pick-Up/Delivery	0	0	Licenses Issued	0	48
Notices of Violation Sent	0	0	Inspection/Sample	0	0	Inspections-Standard	8	40
Summary Compliance Abated	0	0	Inspections-Food Service:			Inspections - Misc	0	0
Non-Valid Abated	0	0	Standard Inspections	33	511	Notices of Critical Viol.-Standard Insp.	0	0
Complaint Re-Inspections	0	0	CCP Inspections	16	238	Follow-Up Inspections	0	1
Complaints Pending-End of Month	0		Notices of Critical Viol.-Stand./CCP	0	76	Complaints Rec'd./Investigated/FU/Pend.	0	0
Outbreak Investigations	0	0	Follow-Up Inspections	4	140	INDOOR AIR QUALITY:		
Orders to Appear before CCCHD	0	0	Outbreak Investigations:	0	0	Consultations	9	76
BOH Orders Issued	0	0	Sample or Specimen Pick-Up/Delivery	0	0	Inspections &/or Re-Inspections	3	16
Citations to Appear before BOH	0	0	Inspection/Sample	0	0	INFECTIOUS WASTE:		
Plan Review	0	6	Complaints Pending-Beg. Of Month	7		Consultations	0	8
CLEAN FILL OPERATION:			Complaints Rec'd.-Current Month	12	98	Enforcement	0	0
Complaints	0	0	Complaints Investigated:			Inspections &/or Re-Inspections	0	2
Consultations	3	9	Valid Complaints	3	25	INSECT/RODENT (146):		
Enforcement	0	0	Notices of Violation Sent	0	1	Bed Bugs:		
NOITF, Orders Issued	1	5	Summary Compliance Abated	2	9	Consultations	2	17
Inspections &/or Re-Inspections	1	4	Non-Valid Abated	7	64	Inspections &/or Re-Inspections	0	0
COMPOSTING FACILITY:			Complaint Re-Inspections	1	12	Consultations-Insect/Rodent	0	0
Consultations	1	18	Complaints Pending-End of Month	6		Complaints Pending-Beg. Of Month	2	
Enforcement	0	0	Orders to Appear before CCCHD	0	0	Complaints Rec'd.-Current Month	1	14
Licenses, Permits, Orders Issued	0	0	BOH Orders Issued	0	0	Complaints Investigated:		
Inspections &/or Re-Inspections	3	27	Citations to Appear before BOH	0	0	Valid Complaints	0	4
			Citations into Court	0	0	Notices of Violation Sent	0	2

PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22
INSECT/RODENT (cont'd.):			MERCURY (199):			NUISANCES-OTHER (cont'd.):		
Summary Compliance Abated	0	4	Consultations	0	0	Complaint Re-Inspections	0	0
Non-Valid Abated	1	6	Enforcement/NOV	0	0	Complaints Pending-End of Month	0	
Complaint Re-Inspections	0	1	Inspections/Re-Inspections	0	0	Orders to Appear before CCCHD	0	0
Complaints Pending-End of Month			Complaints Rec'd	0	0	BOH Orders Issued	0	0
Orders to Appear before CCCHD	0	0	MOLD:			Citations to Appear before BOH	0	0
BOH Orders Issued	0	0	Consultations	14	102	Citations into Court	0	0
Citations to Appear before BOH	0	0	Inspections &/or Re-Inspections	0	0	NUISANCES-WATER/UTILITIES (160):		
Citations into Court	0	0	MOTORCYCLE OHIO:			Consultations	0	0
JAIL:			# of Classes Conducted	0	23	Complaints Pending-Beg. Of Month	15	
Complaints Rec'd./Investigated/FU/Pend.	0	1	# SUCCESSFULLY COMPLETED: MALE	0	145	Complaints Rec'd.-Current Month	5	32
Consultations	0	0	FEMALE	0	49	Complaints Investigated:		
Enforcement	0	0	MINORS	0	8	Valid Complaints	5	29
Inspections	0	3	# DID NOT PASS: MALE	0	0	Notices of Violation Sent	5	24
Inspection/Sample	0	0	FEMALE	0	3	Summary Compliance Abated	0	0
Re-Inspections	0	0	MINORS	0	0	Non-Valid Abated	0	3
Sample or Specimen Pick-Up/Delivery	0	0	# DROPPED OUT: MALE	0	9	Complaint Re-Inspections	1	15
Outbreak Investigations	0	0	FEMALE	0	7	Complaints Pending-End of Month	16	
LANDFILLS-CLOSED:			MINORS	0	0	Orders to Appear before CCCHD	0	0
Consultations	0	2	NUISANCES-GENERAL ANIMAL (147):			BOH Orders Issued	0	0
Enforcement	0	0	Consultations	0	1	Citations to Appear before BOH	0	0
Inspections &/or Re-Inspections	2	16	Complaints Pending-Beg. Of Month	1		Citations into Court	0	0
LEAD:			Complaints Rec'd.-Current Month	2	10	PLUMBING (141):		
Consultations	2	30	Complaints Investigated:			PLAN REVIEW	6	97
MAN. HOME PARK (180):			Valid Complaints	2	4	Inspections	60	552
Consultations	0	1	Notices of Violation Sent	0	2	Finals	48	407
Inspections-Standard	0	30	Summary Compliance Abated	0	0	Permits	79	780
Notices of Critical Viol.-Standard Insp.	0	0	Non-Valid Abated	0	6	Registrations	10	366
Re-Inspections	0	1	Complaint Re-Inspections	0	10	Backflow Certifications	208	3127
Complaints Pending-Beg. Of Month	2		Complaints Pending-End of Month	2		Consultations	6	71
Complaints Rec'd.-Current Month	1	7	Orders to Appear before CCCHD	0	0	Complaints Pending-Beg. Of Month	1	
Complaints Investigated:			BOH Orders Issued	0	0	Complaints Rec'd.-Current Month	0	5
Valid Complaints	0	4	Citations to Appear before BOH	0	0	Complaints Investigated:		
Notices of Violation Sent	0	2	Citations into Court	0	0	Valid Complaints	0	3
Summary Compliance Abated	0	0	NUISANCES-OTHER (149):			Notices of Violation Sent	0	1
Non-Valid Abated	1	3	Consultations	0	0	Summary Compliance Abated	0	1
Complaint Re-Inspections	0	1	Complaints Pending-Beg. Of Month	0		Non-Valid Abated	0	1
Complaints Pending-End of Month	1		Complaints Rec'd.-Current Month	0	4	Complaint Re-Inspections	0	0
Orders to Appear before CCCHD	0	0	Complaints Investigated:			Complaints Pending-End of Month	1	
BOH Orders Issued	0	0	Valid Complaints	0	0	Orders to Appear before CCCHD	0	0
Citations to Appear before BOH	0	0	Notices of Violation Sent	0	0	BOH Orders Issued	0	0
Citations into Court	0	0	Summary Compliance Abated	0	0	Citations to Appear before BOH	0	0
			Non-Valid Abated	0	4	Citations into Court	0	0

PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22
RABIES CONTROL:			Mercury Spills	0	0	SMOKING:		
Animal Bite Investigation	12	94	Orders to Appear before CCCHD	0	0	Administrative Review	0	0
Re-Inspections	0	0	BOH Orders Issued	0	0	Complaints	1	21
Consultations	0	6	Citations to Appear before BOH	0	0	Consultations	0	2
Sample or Specimen Pick-Up	2	30	Citations into Court	0	0	Fines	0	121.5
Sample or Specimen Delivery	1	7	SCRAP TIRE ADDRESS:			Investigations		17
Citations into Court	0	0	Consultations	0	4	Letters Sent - Notice of Report	1	21
RADON:			Enforcement	0	0	Letters Sent - Violation Warning	1	5
Consultations	1	33	Inspections	2	20	Letters Sent - Misc	1	14
REAL ESTATE:			SEWAGE (143):			SOLID WASTE (142):		
Consultations	0	0	Consultations	1	6	Hauler Registrations	0	8
Inspections - Well Only	1	20	Inspections:			Truck Registrations-w/Registration Fee	0	0
Inspections - Septic Only	3	22	Aerator Inspections	32	79	Truck Registrations-Additional Trucks	0	53
Inspections - Well & Septic	6	89	Dye Tests/Sampling	0	0	Truck Inspections	0	154
Re-Inspections	1	25	Finals (New/Repair)	5	73	Consultations	0	12
Sampling	7	174	1 Year Operation Inspections	11	41	Complaints Pending-Beg. Of Month	22	
Resampling	0	22	Site Approvals	10	33	Complaints Rec'd.-Current Month	13	112
RECYCLING/TRANSFER STATION:			Site Review Inspections	5	68	Complaints Investigated:		
Inspections	1	1	Subdivision Review Inspections	0	10	Valid Complaints	9	83
ROUTINE WATER:			Truck Inspections/Re-inspections	0	4	Notices of Violation Sent	9	75
Consultations	0	0	Licenses, Permits, Orders Issued:			Summary Compliance Abated	0	3
Sampling by CCCHD Staff	14	148	Site Review Applications	15	99	Non-Valid Abated	4	26
Sampling by Owner (Self)	12	156	Subdivision Review Applications	0	14	Complaint Re-Inspections	12	187
Inspections	0	0	Installation (New, Replace or Alter Permits)	15	93	Complaints Pending-End of Month	26	
Dye Tests	0	0	Operation Permits/Inspection Fees	40	356	Orders to Appear before CCCHD	0	0
SALVAGE YARD:			Site Approval Applications	3	32	BOH Orders Issued	0	0
Consultations	0	7	Sewage Installer Registrations	0	17	Citations to Appear before BOH	0	0
Enforcement	0	0	Service Provider Registrations	2	12	Citations into Court	0	0
Inspections	15	17	Septage Hauler Registrations/Trucks	0	14	SWIMMING POOLS/SPAS (181):		
SCHOOL/PLAYGROUND (145):			Variance Applications	2	9	Consultations	0	6
Consultations	0	3	Complaints Pending-Beg. Of Month	37		Licenses Issued	0	37
Inspections-Standard	6	93	Complaints Rec'd.-Current Month	11	54	Inspections-Standard	21	202
Re-Inspections	0	0	Complaints Investigated:			Notices of Critical Viol.-Standard Insp.	0	8
Complaints Pending-Beg. Of Month	0		Valid Complaints	10	45	Re-Inspections	0	10
Complaints Rec'd.-Current Month	0	0	Notices of Violation Sent	4	34	Complaints Pending-Beg. Of Month	0	
Complaints Investigated:			Summary Compliance Abated	0	0	Complaints Rec'd.-Current Month	0	0
Valid Complaints	0	0	Non-Valid Abated	1	9	Complaints Investigated:		
Notices of Violation Sent	0	0	Complaint Re-Inspections	1	7	Valid Complaints	0	0
Summary Compliance Abated	0	0	Complaints Pending-End of Month	40		Notices of Violation Sent	0	0
Non-Valid Abated	0	0	Orders to Appear before CCCHD	0	0	Summary Compliance Abated	0	0
Complaint Re-Inspections	0	0	BOH Orders Issued	0	0	Non-Valid Abated	0	0
Complaints Pending-End of Month	0		Citations to Appear before BOH	0	0	Complaint Re-Inspections	0	0
Outbreak Investigations	0	0	Citations into Court	0	0	Complaints Pending-End of Month	0	

PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22	PROGRAM:	Oct'22	YTD '22
SWIMMING POOLS/SPAS (cont'd.):			WEST NILE VIRUS (198):			WEST NILE VIRUS (cont'd.):		
Outbreak Investigations	0	0	Consultations	0	0	Orders to Appear before CCCHD	0	0
Orders to Appear before CCCHD	0	0	Complaints Pending-Beg. Of Month	0		BOH Orders Issued	0	0
BOH Orders Issued	0	0	Complaints Rec'd.-Current Month	0	9	Flyer/Information Distribution	0	0
TOBACCO	0	0	Complaints Investigated:			Treatments Applied	0	6
Licenses Issued	0	40	Valid Complaints	0	3	MEETINGS/TRAINING:		
TATTOO/BODY PIERCING (171):			Notices of Violation Sent	0	2	Meetings	22	276
Consultations	1	16	Summary Compliance Abated	0	2	Training-Given	11	35
Plan Review	0	0	Non-Valid Abated	0	4	Training-Received	177	513
Licenses Issued/*Temporary	0	21	Complaint Re-Inspections	0	0			
Inspections-Standand/*Temporary	1	9	Complaints Pending-End of Month	0				
Re-Inspections	0	0	REPORTED ANIMAL BITES/ RABIES EXPOSURE:	Oct'22		YTD 2022	Oct'21	Oct'21
Complaints Pending-Beg. Of Month	0			OWNED	UNOWNED		OWNED	UNOWNED
Complaints Rec'd.-Current Month	0	0	DOG: Bite/Non-Bite/Other Events	17	6	183	10	4
Complaints Investigated:			Total Persons Exposed	23		186	10	144
Valid Complaints	0	0	# People Rec. Post-Exposure	0		2	0	2
Notices of Violation Sent	0	0	# Vaccinated at Time of Incident	0		36	3	44
Summary Compliance Abated	0	0	# Sent to ODH-Negative	0		9	0	9
Non-Valid Abated	0	0	# Sent to ODH-Positive/*Unsat.	0		0	0	0
Complaint Re-Inspections	0	0	CAT: Bite/Non-Bite/Other Events	5		22	0	15
Complaints Pending-End of Month	0		Total Persons Exposed	5		19	0	15
Outbreak Investigations	0	0	# People Rec. Post-Exposure	0		0	0	1
Orders to Appear before CCCHD	0	0	# Vaccinated at Time of Incident	0		0	0	6
BOH Orders Issued	0	0	# Sent to ODH-Negative	0		2	0	3
Citations to Appear before BOH	0	0	# Sent to ODH-Positive/*Unsat.	0		0	0	0
Citations into Court (*Search Warr.)	0	0	RACCOON:					
			Bite/Non-Bite/Other Events		0	5		1
VECTOR-BORNE (TICKS):			Total Persons Exposed		0	3		1
Consultations	0	4	# People Rec. Post-Exposure		0	2		1
# Ticks Received	0	1	# Sent to ODH-Negative		0	2		0
# Ticks Sent to ODH	0	2	# Sent to ODH-Positive/*Unsat.		0	0		0
# Ticks Ident. by ODH/Pending	0	2	BAT: Bite/Non-Bite/Other Events		0	22		0
WELLS (PWS):			Total Persons Exposed		0	21		0
Consultations	0	1	# People Rec. Post-Exposure		0	1		0
Licenses/Permits/Orders Issued:			# Sent to ODH-Negative		0	21		0
Alterations	3	22	# Sent to ODH-Positive/*Unsat.		0	0		0
New	9	71	OTHER:					0
Sealing Permits	0	11	Bite/Non-Bite/Other Events		2	6		1
Inspections	11	67	Total Persons Exposed		2	4		1
PWS Contractor Inspections	0	0	# People Rec. Post-Exposure		0	1		0
Re-Inspections	0	0	# Sent to ODH-Negative		0	2		0
New Well Sampling	11	67	# Sent to ODH-Positive/*Unsat.		0	0		0
Dye Tests	0	0	Cases Pending:	Dogs:	10	Cats:	2	

**Clark County Combined Health District
Early Childhood Division
October 2022**

Referrals

Type of Referral	Current	FYTD
Help Me Grow-Home Visiting FY: July 1, 2022 - June 30, 2023	0	14
Federal Home Visiting (MIECHV) FY: October 1, 2022 - September 30, 2023	2	2
Total Referrals For October	2	16

Referral Sources	Current
Health District	0
Primary Caregiver	0
WIC	0
Other	2
Total	2

Families Served in Home Visiting

Program	Total Served	Target	%
Help Me Grow	71	91	78%
Federal (MIECHV)	112	132	85%

Home Visits	Current	FYTD
HMG-HV	93	370
MIECHV	116	116
Total	209	486

Moms Quit For Two:

Activity	Referrals	Enrolled
Baby & Me Tobacco Free	4	4

Safe Sleep Initiative:

Activity	Served
Cribs For Kids	22

Division Programs:

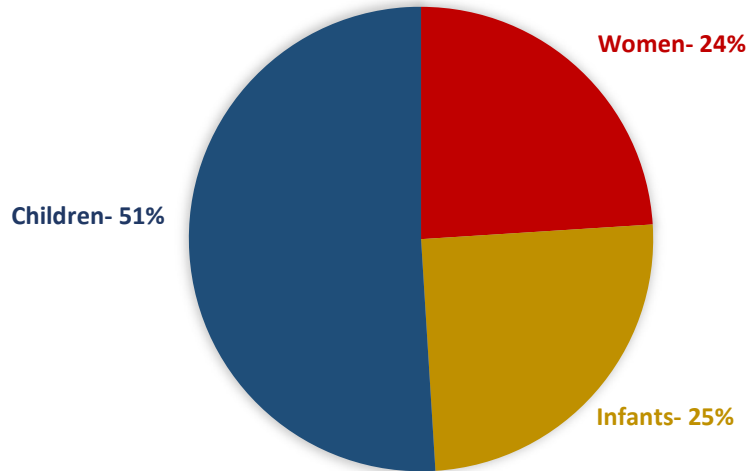
Help Me Grow-Ohio Healthy Families: prenatal to age 3

Cribs For Kids: prenatal (last trimester) up to 1 year

Moms Quit For Two grant funds Baby & Me Tobacco Free: mom enrolls prenatally and can be served up to 1 year after birth of baby

Initial Participation Report
Reporting Month- October 2022

CLARK COUNTY WIC PROGRAM
Agency Distribution of Women, Infants and Children



Distribution & Caseload of Women, Infant, and Children Active in CCCHD WIC Program														
FY23: October Initial														
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Average
Women	Total	754												754
	Pregnant	249												249
	Exclusive BF	89												89
	Partially BF	154												154
	Non-BF	262												262
Infant	Total	778												778
	Exclusive BF	82												82
	Partially BF	32												32
	Non-BF	664												664
Children	Total	1,597												1,597
WIC Total Caseload		3,129												3,129
Breastfeeding Initiation										ASSIGNED	% Total			
Fiscal Year	Clark - Average	State - Average								FY22 Caseload	Caseload Difference			
16	46.1%	58.2%								2,740	14.20%			
17	47.7%	59.2%												
18	52.1%	60.6%												
19	52.1%	61.3%												
20	50.9%	60.0%												
21	53.7%	54.7%												
22	63.5%	62.9%												
23	63.5%	63.3%												

Health Planning Team: November 2022 Update

Drug Overdose Prevention Program:

One2One Update:

- **Second Harvest Food Bank (SHFB) Partnership:** Over the month of October, we gave out 22 food boxes to our clients.
- **Interfaith Hospitality Network (IHN) Partnership:** Over the month of October, we completed 4 housing referrals.
- **Department of Job and Family Services- Clark County (DJFS-CCO Partnership):** Over the month of November, we assisted 2 clients in completing applications for Medicaid and SNAP benefits.
- Exchange Stats from September 2022 (October 2022 Stats were not available at the time of this report): (data reflects both locations)
 - 115 Client visits
 - 5,000 Syringes exchanged
 - 100 Narcan kits distributed
 - 4 Treatment referrals
 - 7 Hepatitis C Screens
 - 10 Syphilis Screens
 - 15 HIV Screens

Substance Abuse/DOP:

- Over the past month We are working to complete updated partnership agreements with local organizations so we can continue to provide wraparound services at One2One.
 - These partnership agreements are with Sheltered Inc., Rocking Horse, and Second Harvest Food Bank.
 - The wraparound services provided include emergency shelter, primary care, and access to food.
- We have acquired 4 Naloxboxes to set up in all CCCHD locations. We received the Naloxboxes from MHRB. The NaloxBox mission is to improve the capacity of bystander rescuers to save the lives of victims of opioid overdose with overdose response tools, including naloxone.
 - The Naloxboxes will be installed at Home Rd, High St, Southern Village, and New Carlisle WIC.
- We attended a roundtable put on by Ethan Crossing to help connect with recovery professionals in the area.



Health Planning Team: November 2022 Update

- This allows us to meet and network with organizations to help a client if they want to seek treatment.

Maternal Child Health Program (MP):

Objective 2: Preconception Health/ Start Strong

- The Start Strong Coalition is currently working on updating their strategic plan. The goals and strategies of the plan include safe sleep, breastfeeding, fatherhood engagement, social determinates of health, substance use during pregnancy, and pre-natal care.
- One of the current goals of Start Strong Clark County (SSCC) is to increase awareness of local resources for expecting mothers and families with babies. One strategy to accomplish this is to create a local website that houses resources, contact information, and educational material. Start Strong leadership has worked with a web designer to create and launch the website. The website is now live and a roll out has begun. You can find the website by visiting, <https://startstrongcc.org/>.

Safe Communities:

- Over the past month we have participated in several community events to increase community awareness on the dangers of distracted driving and seat belt usage for both teens and adults. Events include providing resources at lunch and doing a seat belt check at Tecumseh high school and hosting a ThinkFast presentation at Southeastern High School. We also attended the New Carlisle Trick-or-Treat with the State Highway Patrol to provide information and resources to the community.

Tobacco:

- Over the past month we provided vaping education to several groups including Donnelsville elementary school and Tecumseh high school.
- We have also collaborated with the Partners in Prevention to reconvene the tobacco taskforce that will begin to focus on community wide prevention strategies to address vaping and provide more support for schools dealing with large numbers of students vaping.

Health Planning Team: November 2022 Update

Creating Healthy Communities (CHC):

- Over the past month Attended the Human Services Transportation Committee on November 2nd. The Transportation Coordination Committee (TCC) discussed the public meeting comments and suggested alternatives to the current public transit system.
- Met with Joan Elder with Community Health Foundation (CHF) to discuss the next CHC Coalition meeting and what we would want that to look like. Our next meeting will be on January 16th at 3 pm.
- Attended the Montgomery County Food Summit on November 10th. The theme this year was Celebrating Cultures in the Kitchen. There were multiple food samples at this event as well as trivia, holiday kitchen traditions, and presentations from partner organizations.

Lead-Safe Homes:

- Over the past month we continued to expand partnership with Crabill Foundation, City of Springfield Development Division and Neighborhood Housing Partnership of Greater Springfield as we further develop the Lead Hazard Control and Healthy Homes pilot program. (350/352 W State St); initial viability inspection completed, and owner told what needs to be fixed by a certain date so abatement can begin
- Lead safe information was posted to CCCHD social media throughout Lead Poisoning Prevention Week (10/23-10/29) and a few additional posts throughout the month (10/7, 10/20, 10/24).
 - A press release regarding LPPW went out 10/24/22 and was picked up by the Springfield News-Sun on 10/25
- Neighborhood Housing Partnership of Greater Springfield – completed 10th lead safe homebuyer education class on 10/18, providing information and resources about lead, lead safety and more.

**3 YEAR COMPARATIVE
BIRTH DATA**

Birth Certificates Issued In Oct - 563

4E

<i>Total Births</i>	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Y-T-D Total	Previous 12 Month Avg
2022	79	90	88	88	79	105	101	106	88	76			900	90
2021	91	79	87	94	73	95	88	91	81	93	81	100	1,053	87
2020	84	91	103	93	81	98	99	98	86	86	76	92	1,087	92
No. of LBW Newborns														
2022	6	7	8	5	7	7	9	7	7	2			65	6
2021	9	4	8	10	6	7	5	1	5	6	5	7	73	6
2020	11	13	9	4	5	12	9	7	6	8	4	7	95	9
2022	7.59%	7.78%	9.09%	5.68%	8.86%	6.67%	8.91%	6.60%	7.95%	2.63%			7.22%	7.12%
2021	9.89%	5.06%	9.20%	10.64%	8.22%	7.37%	5.68%	1.10%	6.17%	6.45%	6.17%	7.00%	6.93%	6.92%
2020	13.10%	14.29%	8.74%	4.30%	6.17%	12.24%	9.09%	7.14%	6.98%	9.30%	5.26%	7.61%	8.74%	9.29%
Mothers' Ages														
Age 0-14														
2022	1	0	0	0	0	0	0	0	0	0			1	0.2
2021	0	0	1	0	0	0	0	0	1	0	0	1	3	0.3
2020	0	1	0	0	0	0	0	0	0	0	0	1	2	0.2
Age 15-19														
2022	8	13	13	4	8	7	7	15	9	6			90	9
2021	11	7	11	9	7	9	5	9	3	6	5	13	95	8
2020	12	11	12	7	7	8	6	10	10	12	8	8	111	10
Age 20-24														
2022	30	19	27	21	25	31	28	23	27	28			259	26
2021	26	26	32	24	20	34	25	32	23	34	32	25	333	27
2020	30	30	35	35	24	31	30	22	29	21	20	27	334	28
Age 25+														
2022	40	58	48	63	46	67	66	68	52	42			550	55
2021	54	46	43	61	46	52	58	50	54	53	44	61	622	52
2020	42	47	56	51	50	59	63	66	47	53	48	56	638	54

Oct

VITAL STATISTICS													
2022 DEATH REPORT													
Death Certificates Issued in OCT - 498													
<i>Cause of Death - 2022</i>	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Y-T-D Total
Heart Disease	52	45	43	39	31	37	38	44	34	34			397
Cancer	18	19	28	27	19	22	17	22	16	20			208
Chronic Lower Respiratory Disease	8	6	4	9	9	5	6	15	4	3			69
Accidents	4	4	7	3	2	2	3	3	1	2			31
Cerebrovascular Disease	15	17	17	7	6	14	5	8	8	9			106
Alzheimer's Disease	14	11	11	5	12	8	5	6	5	7			84
Drug Intoxication	3	5	4	5	4	5	5	5	8	1			45
Diabetes	1	1	1	0	0	0	0	0	0	0			3
Influenza/Pneumonia	11	8	16	8	7	3	5	4	5	4			71
Kidney Related Disease	2	1	4	1	6	6	2	2	4	1			29
Septicemia	9	6	5	7	5	6	8	5	6	2			59
Suicide	1	2	2	2	2	2	1	0	3	0			15
Liver Disease/Cirrhosis	2	0	1	1	0	3	3	4	2	2			18
Hypertension	0	1	0	1	0	0	0	0	0	0			2
Parkinson's Disease	4	1	1	1	5	0	2	1	1	2			18
Other	83	80	33	20	14	19	15	17	26	17			324
Pending	0	0	0	0	0	0	0	0	4	9			13
Totals	227	207	177	136	122	132	115	136	127	113	0	0	1,492
<i>Causes of Death - 2021</i>	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Y-T-D Total
Heart Disease	43	35	43	45	30	41	40	44	44	41	44	51	501
Cancer	21	21	22	16	20	21	23	15	25	19	20	22	245
Chronic Lower Respiratory Disease	7	3	6	8	6	7	5	1	3	3	3	8	60
Accidents	4	4	2	9	6	8	4	2	3	1	2	2	47
Cerebrovascular Disease	5	3	7	9	9	10	4	16	11	10	15	16	115
Alzheimer's Disease	8	8	10	10	2	9	6	10	8	13	9	8	101
Drug Intoxication	10	8	4	6	4	7	15	7	6	7	2	3	79
Diabetes	1	1	0	1	0	3	4	1	1	2	0	0	14
Influenza/Pneumonia	9	2	3	3	0	3	6	6	3	10	8	8	61
Kidney Related Disease	6	5	1	3	2	4	3	2	4	3	0	3	36
Septicemia	6	7	8	1	7	6	2	2	4	3	10	5	61
Suicide	3	4	2	4	0	3	0	0	2	3	3	1	25
Liver Disease/Cirrhosis	6	4	1	0	0	1	5	1	2	1	2	4	27
Hypertension	2	0	2	0	0	1	1	0	0	1	0	0	7
Parkinson's Disease	0	3	0	0	1	3	1	1	0	0	0	0	9
Other	60	35	21	43	23	27	23	28	33	46	52	55	446
Pending	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	191	143	132	158	110	154	142	136	149	163	170	186	1,834

"Other" Causes of Death - OCTOBER - 2022

Acute Pancreatitis	1
ALS	1
Bowel/Intestinal Obstruction	1
Complications of Ethanol Abuse	1
Could Not Determine	1
COVID	3
Failure to Thrive	1
Fetal	1
Ischemic Bowel	1
Multi Organ Failure	1
Respiratory Failure	5
TOTAL	17

11/14/2022

GL ACTIVITY SUMMARY REPORT FOR CLARK COUNTY
FROM 09/01/2022 TO 09/30/2022

GL Number	Descriptic	Beginning Balance	Debits	Credits	Ending Balance
Fund 8201 HEALTH DISTRICT	CASH	2,673,462.21	100,706.60	234,952.91	2,539,215.90
Fund 8202 FOOD SERVICE	CASH	143,163.46	6,439.64	22,794.97	126,808.13
Fund 8203 SOLID WASTE	CASH	20,246.35	0.00	11,965.28	8,281.07
Fund 8204 RECREATION PARKS & CAMPS	CASH	17,563.46	0.00	0.00	17,563.46
Fund 8205 WATER SYSTEMS	CASH	12,881.72	5,612.75	8,671.80	9,822.67
Fund 8206 SWIMMING POOL	CASH	19,739.60	0.00	0.00	19,739.60
Fund 8207 MOSQUITO CONTROL GRANT	CASH	11,950.01	0.00	7,582.08	4,367.93
Fund 8208 MEDICAID ADMIN CLAIM	CASH	141,847.11	51,589.09	441.85	192,994.35
Fund 8209 HIV GRANT	CASH	6,201.72	6,340.94	5,032.22	7,510.44
Fund 8211 DRUG OVERDOSE PREVENTION	CASH	597.25	60,833.36	13,370.74	48,059.87
Fund 8212 EARLY START GRANT	CASH	430,011.29	22,385.80	78,053.02	374,344.07
Fund 8213 CRIBS FOR KIDS	CASH	9,208.52	12,900.00	2,819.59	19,288.93
Fund 8214 IMMUNIZATION GRANT	CASH	35,984.06	0.00	3,795.71	32,188.35
Fund 8217 PLUMBING	CASH	96,053.70	12,244.54	14,502.57	93,795.67
Fund 8220 WIC	CASH	53,784.96	0.00	67,461.64	(13,676.68)
Fund 8225 WATER POLLUTION CONTROL GRANT	CASH	20,683.33	0.00	0.00	20,683.33
Fund 8226 MOM QUIT FOR TWO	CASH	9,854.59	0.00	4,947.85	4,906.74
Fund 8227 SAFE COMMUNITIES GRANT	CASH	11,115.38	0.00	1,368.63	9,746.75
Fund 8228 TOBACCO USE PREVENTION	CASH	86,327.70	1,000.00	6,479.25	80,848.45
Fund 8229 CONTINGENCY	CASH	250,000.00	0.00	0.00	250,000.00
Fund 8231 COVID 19 VACCINATION GRANT FUND	CASH	20,295.15	14,028.03	10,919.50	23,403.68
Fund 8233 HL PREVENTION GRANT	CASH	4,108.66	468.71	1,715.21	2,862.16
Fund 8237 PUBLIC INFRASTRUCTURE	CASH	54,048.31	0.00	9,557.52	44,490.79
Fund 8238 SW NON DIST	CASH	19,777.78	100.00	0.00	19,877.78
Fund 8239 LEAVE ACCRUAL	CASH	7,550.01	0.00	0.00	7,550.01
Fund 8240 ENVIRONMENTAL SERVICES	CASH	38,172.85	836.01	5,806.53	33,202.33
Fund 8246 CD&D FUND	CASH	51,513.73	5,794.40	9,006.00	48,302.13
Fund 8247 WORKFORCE DEVELOPMENT	CASH	13,405.14	10,380.26	9,857.62	13,927.78
Fund 8248 SEWAGE TREATMENT SYSTEMS	CASH	13,035.59	4,810.00	10,108.73	7,736.86
Fund 8251 COVID 19 - ENHANCED OPERATIONS	CASH	85,175.99	0.00	12,170.93	73,005.06
Fund 8257 FHV	CASH	(34,920.20)	110,358.68	5,600.16	69,838.32
Fund 8259 MSG GRANT	CASH	35,910.65	10,997.25	2,350.94	44,556.96
Fund 8260 HEALTH - CHC	CASH	31,299.70	0.00	5,459.91	25,839.79
Fund 8261 REPRODUCTIVE HEALTH AND WELLNESS (RHW)	CASH	126,079.12	1,264.44	30,169.85	97,173.71
Fund 8262 MATERNAL & CHILD HEALTH PROGRAM (MCHP)	CASH	25,088.51	6,210.00	7,122.98	24,175.53
		4,541,217.41	445,300.50	604,085.99	4,382,431.92

11/14/2022

GL ACTIVITY SUMMARY REPORT FOR CLARK COUNTY
FROM 10/01/2022 TO 10/31/2022

GL Number	Description	Beginning Balance	Debits	Credits	Ending Balance
Fund 8201 HEALTH DISTRICT	CASH	2,539,215.90	115,221.13	152,130.01	2,502,307.02
Fund 8202 FOOD SERVICE	CASH	126,808.13	3,013.00	33,896.44	95,924.69
Fund 8203 SOLID WASTE	CASH	8,281.07	34,500.00	16,648.11	26,132.96
Fund 8204 RECREATION PARKS & CAMPS	CASH	17,563.46	0.00	770.00	16,793.46
Fund 8205 WATER SYSTEMS	CASH	9,822.67	6,344.45	10,502.92	5,664.20
Fund 8206 SWIMMING POOL	CASH	19,739.60	0.00	0.00	19,739.60
Fund 8207 MOSQUITO CONTROL GRANT	CASH	4,367.93	0.00	0.00	4,367.93
Fund 8208 MEDICAID ADMIN CLAIM	CASH	192,994.35	0.00	579.32	192,415.03
Fund 8209 HIV GRANT	CASH	7,510.44	10,473.44	5,357.86	12,626.02
Fund 8211 DRUG OVERDOSE PREVENTION	CASH	48,059.87	0.00	16,444.93	31,614.94
Fund 8212 EARLY START GRANT	CASH	374,344.07	25,248.00	73,095.79	326,496.28
Fund 8213 CRIBS FOR KIDS	CASH	19,288.93	1,350.00	7,773.62	12,865.31
Fund 8214 IMMUNIZATION GRANT	CASH	32,188.35	29,105.00	16,871.03	44,422.32
Fund 8217 PLUMBING	CASH	93,795.67	9,743.50	14,389.86	89,149.31
Fund 8220 WIC	CASH	(13,676.68)	114,299.19	76,485.20	24,137.31
Fund 8225 WATER POLLUTION CONTROL GRANT	CASH	20,683.33	7,692.46	0.00	28,375.79
Fund 8226 MOM QUIT FOR TWO	CASH	4,906.74	12,850.92	4,278.49	13,479.17
Fund 8227 SAFE COMMUNITIES GRANT	CASH	9,746.75	2,062.04	6,403.81	5,404.98
Fund 8228 TOBACCO USE PREVENTION	CASH	80,848.45	12,700.00	6,139.97	87,408.48
Fund 8229 CONTINGENCY	CASH	250,000.00	0.00	0.00	250,000.00
Fund 8231 COVID 19 VACCINATION GRANT FUND	CASH	23,403.68	10,249.50	15,967.12	17,686.06
Fund 8233 HL PREVENTION GRANT	CASH	2,862.16	2,558.65	1,616.94	3,803.87
Fund 8237 PUBLIC INFRASTRUCTURE	CASH	44,490.79	39,929.50	13,739.40	70,680.89
Fund 8238 SW NON DIST	CASH	19,877.78	780.00	1,550.00	19,107.78
Fund 8239 LEAVE ACCRUAL	CASH	7,550.01	0.00	0.00	7,550.01
Fund 8240 ENVIRONMENTAL SERVICES	CASH	33,202.33	0.00	6,154.29	27,048.04
Fund 8246 CD&D FUND	CASH	48,302.13	6,616.00	0.00	54,918.13
Fund 8247 WORKFORCE DEVELOPMENT	CASH	13,927.78	9,695.70	9,521.58	14,101.90
Fund 8248 SEWAGE TREATMENT SYSTEMS	CASH	7,736.86	8,285.00	8,265.22	7,756.64
Fund 8251 COVID 19 - ENHANCED OPERATIONS	CASH	73,005.06	0.00	13,147.25	59,857.81
Fund 8257 FHV	CASH	69,838.32	463.81	19,270.04	51,032.09
Fund 8259 MSG GRANT	CASH	44,556.96	11,023.29	2,317.17	53,263.08
Fund 8260 HEALTH - CHC	CASH	25,839.79	19,141.49	6,082.52	38,898.76
Fund 8261 REPRODUCTIVE HEALTH AND WELLNESS (RHW)	CASH	97,173.71	713.34	29,983.89	67,903.16
Fund 8262 MATERNAL & CHILD HEALTH PROGRAM (MCHP)	CASH	24,175.53	42,750.00	3,541.66	63,383.87
TOTAL CASH		4,382,431.92	536,809.41	572,924.44	4,346,316.89

11/14/2022

INVOICE GL DISTRIBUTION REPORT FOR CLARK COUNTY
 INVOICE ENTRY DATES 10/01/2022 - 10/31/2022
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Invoice Line Desc	Vendor	Amount
Fund 8201 HEALTH DISTRICT		
ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	37,824.65
HEALTH INSURANCE	LINDA K SAUERS	510.00
ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	1,629.11
MILEAGE REIMBURSEMENT FOR 8/26 AND 9/23	BEVERLY KERR	95.12
MILEAGE AND CELL PHONE REIMBURSEMENT SEP	KATINA KOUMOUTSOS	121.28
MILEAGE FOR SEPT 2022	LINDA SAURERS	10.44
MILEAGE - SEPT 2022	DOUG WYANDT	56.84
MILEAGE REIMBURSEMENT FOR SEPT 2022	JESSICA C BUMGARNER	42.92
MILEAGE - SEPT 2022	RENEE E STEELE	29.58
MILEAGE REIMBURSEMENT FOR SEPT 2022	SALIMAH BERRIEN	13.92
ACCT FB913 - FUEL FOR 9/12-10/11/22	SUPERFLEET MASTERCARD PROGRAM	179.09
MILEAGE - SEPT 2022	SANDRA L MILLER	22.62
IPHONE 12 PROTECTIVE PHONE CASES FOR NEW	CARDMEMBER SERVICES	29.05
SUPPLIES - ANT BAITES AND BUG KILLER	BRAIN LUMBER CO	10.43
SUPPLIES FOR CCCHD	BRAIN LUMBER CO	11.70
NSG SUPPLIES - BOTTLED WATER	CARDMEMBER SERVICES	11.58
SUPPLIES- HDMI DISPLAY CABLE AND USBC	CARDMEMBER SERVICES	23.47
BCI AND FBI BACKGROUND CHECK FOR M.FRANK	JSD SPRINGFIELD BMV INC	80.00
MOPHEADS AND MOP FRAMES FOR HOME RD	MILLER'S TEXTILE SERVICE	38.59
VACCINES - FLUZONE AND FLUBLOK	SANOFI PASTEUR INC	10,020.36
VACCINEF - FLUARIX QIV PFS	GLAXO SMITH KLINE PHARMACEUTICALS	3,556.80
VACCINE - FLUZONE	SANOFI PASTEUR INC	2,879.66
VACCINE - VARIVAX AND M-M-R II	MERCK SHARP & DOHME CORP	2,265.27
CELL PHONE REIMBURSEMENT SEPT 2022	LESLIE VASQUEZ	25.00
ODH LEAD SUPPLIES - TEST KITS	RYAN DIAGNOSTICS OF FLORIDA INC	917.76

ODH LEAD - SUPPLIES - TEST KITS	RYAN DIAGNOSTICS OF FLORIDA INC	30.03
ODH LEAD SUPPLIES - TEST KITS	RYAN DIAGNOSTICS OF FLORIDA INC	897.21
ACCT KOY- PLAN 1 PPO HRA FOR SEPT 2022	NAVIA BENEFITS SOLUTIONS	290.25
IPHONE CHARGERS AND PROTECTIVE CASES	CARDMEMBER SERVICES	64.11
MAINTENANCE WORKER FOR E HOME RD	CLARK CO BD OF DEVELOPMENTAL	136.00
UTIL SUNSET ACCT 132224510050005	COLUMBIA GAS OF OHIO	41.95
ACCT 93734210814993 REFRIG LINE	A T & T	173.94
PROFESSIONAL SUBSCRIPTION FOR SURVEYMONK	CARDMEMBER SERVICES	60.06
ACCT 8363283230546232 - HOME RD PHONE	CHARTER COMMUNICATIONS	726.46
HOME RD INT ACCT 8363283230539112	CHARTER COMMUNICATIONS	586.67
HOME RD INT ACCT 8363283230539112	CHARTER COMMUNICATIONS	578.00
1ST STAGE COMPRESSOR SERVICE AT WIC	HAUCK BROS INC	211.50
EMPLOYEE DRUG TESTING AND RESPIRATOR FIL	CITRAN OCCUPATIONAL HEALTH LLC	125.00
HOME RD-UTIL ACCT 132224510010009	COLUMBIA GAS OF OHIO	48.27
SECURITY FOR SUNSET AVE- CUST #18712	SHIVER SECURITY SYSTEMS INC	457.00
REG FOR FALL CONFERENCE FOR J BAUGH	OHIO ENVIRONMENTAL HEALTH ASSOC	150.00
NEW MEMBER FEE FOR OEHA FOR J BAUGH	OHIO ENVIRONMENTAL HEALTH ASSOC	60.00
MOBILE SHREDDING FOR E HOME RD	OHIO MOBILE SHREDDING LCC	117.69
ACCT 82170-16515 HOME RD WATER/SEWER	CITY OF SPRINGFIELD	357.56
CUST 1200043718 - TRASH SERVICES HOME RD	RUMPKE	242.90
ACCT 106476201 INTERNET FOR SUNSET AVE	TIME WARNER CABLE	64.98
MAGICARD COLOR RIBBON FOR MODEL 300 PRIN	AMAZON CAPITAL SERVICES INC	86.00
UTILITIES	WESTWATER SUPPLY-SPFLD INC	261.13
202205-PLAN 1 PPO HRA 10/1-10/31/22	NAVIA BENEFITS SOLUTIONS	290.25
CCCHD.COM WEBSITE SSL SECURITY CERTIFICA	CARDMEMBER SERVICES	153.78
BURIAL PERMIT FEES FOR SEPT 2022	OHIO DIVISION OF REAL ESTATE	200.00
	Total For Dept 810 CCCHD	<u>66,815.98</u>
	Total For Fund 8201 HEALTH DISTRICT	<u><u>66,815.98</u></u>

Fund 8202 FOOD SERVICE

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	1,629.11
MILEAGE/CELL PHONE REIMBURSEMENT FOR SEP	JENNIFER BAUGH	26.16
ENV MILEAGE FOR SEPT 2022	ANNE KAUP-FETT	13.34
MILEAGE AND CELL PHONE REIMBURSEMENT SEP	DANIEL LYNCH	48.20
MILEAGE AND CELL PHONE REIMBURSEMENT SEP	EMILY GRIESER	49.94
MILEAGE AND CELL PHONE REIMBURSEMENT SEP	JENNIFER MICHAELSON	58.64
ACCT FB913- FUEL FOR 9/12-10/11/2022	SUPERFLEET MASTERCARD PROGRAM	128.20
ACCT FB913- FUEL FOR 9/12-10/11/2022	SUPERFLEET MASTERCARD PROGRAM	128.26
MILEAGE/CELL PHONE REIMBURSEMENT FOR SEP	MEGAN DAVIS	33.70
STATE FEES FOR RETAIL FOOD ESTABLISHMENT	TREASURER STATE OF OHIO	252.00
STATE FEES FOR FOOD SERVICE OPERATION	TREASURER STATE OF OHIO	160.00
ACCT 433459515 19 HONDA CIVIC FOR SEPT 2	HONDA FINANCIAL SERVICES	256.68
ACCT 434417677 19 HONDA CRV LEASE - JULY	HONDA FINANCIAL SERVICES	324.20
ACCT 434417677 LEASE 19 HONDA CRV	HONDA FINANCIAL SERVICES	324.25
	Total For Dept 810 CCCHD	<u>3,432.68</u>
	Total For Fund 8202 FOOD SERVICE	<u><u>3,432.68</u></u>

Fund 8203 SOLID WASTE

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	2,859.16
	Total For Dept 810 CCCHD	<u>2,859.16</u>
	Total For Fund 8203 SOLID WASTE	<u><u>2,859.16</u></u>

Fund 8204 RECREATION PARKS & CAMPS

CAMPGROUND FEES - STATE CERTIFICATION	TREASURER STATE OF OHIO	770.00
	Total For Dept 810 CCCHD	<u>770.00</u>
	Total For Fund 8204 RECREATION PARKS	<u><u>770.00</u></u>

Fund 8205 WATER SYSTEMS

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	1,958.97
ACCT FB913- FUEL FOR 9/12-10/11/2022	SUPERFLEET MASTERCARD PROGRAM	40.30
ACCT FB913- FUEL FOR 9/12-10/11/2022	SUPERFLEET MASTERCARD PROGRAM	317.32
MASI	MOBILE ANALYTICAL SERVICES INC	115.40
MASI	MOBILE ANALYTICAL SERVICES INC	15.80
MASI	MOBILE ANALYTICAL SERVICES INC	342.25
MASI	MOBILE ANALYTICAL SERVICES INC	32.75
MASI	MOBILE ANALYTICAL SERVICES INC	32.75
MASI	MOBILE ANALYTICAL SERVICES INC	180.90
MASI	MOBILE ANALYTICAL SERVICES INC	55.10
MASI	MOBILE ANALYTICAL SERVICES INC	115.40
MASI	MOBILE ANALYTICAL SERVICES INC	137.75
MASI	MOBILE ANALYTICAL SERVICES INC	55.10
MASI	MOBILE ANALYTICAL SERVICES INC	55.10
MASI	MOBILE ANALYTICAL SERVICES INC	106.25
MASI	MOBILE ANALYTICAL SERVICES INC	27.55
	Total For Dept 810 CCCHD	<u>3,588.69</u>
	Total For Fund 8205 WATER SYSTEMS	<u><u>3,588.69</u></u>

Fund 8208 MEDICAID ADMIN CLAIM

ACCT 110148671339- SUNSET AVE UTILITIES	OHIO EDISON	355.73
REFUND FOR CANCELLED REAL ESTATE INSPECT	DEANNA ADAMS	165.00
REFUND FOR REAL ESTATE INSPECTION	KAREN MATTHEWS	165.00
SUNSET AVE ACCT 736610-17185 WATER/SEWER	CITY OF SPRINGFIELD	33.59
CELL PHONE REIMBURSEMENT SEPT 2022	ELIZABETH DEWITT	25.00
	Total For Dept 810 CCCHD	<u>744.32</u>
	Total For Fund 8208 MEDICAID ADMIN CI	<u><u>744.32</u></u>

Fund 8211 DRUG OVERDOSE PREVENTION

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	3,031.66
MILEAGE / CELL PHONE REIMBURSEMENT SEPT	JACOB CLARK	61.54
	Total For Dept 810 CCCHD	<u>3,093.20</u>
	Total For Fund 8211 DRUG OVERDOSE PR	<u><u>3,093.20</u></u>

Fund 8212 EARLY START GRANT

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	11,973.49
MOP HEADS/MICROFIBER TOWELS FOR E HIGH	MILLER'S TEXTILE SERVICE	4.67
MAINTENANCE WORKER FOR E HIGH ST	CLARK CO BD OF DEVELOPMENTAL	25.50
HIGH ST UTIL ACCT 132224510030007	COLUMBIA GAS OF OHIO	47.52
MILEAGE REIMBURSEMENT FOR SEPT 2022	DEEDRA WADE	64.96
MILEAGE REIMBURSEMENT SEPT 2022	SARITA CONDORI CCAHUANA	42.92
MILEAGE REIMBURSEMENT FOR SEPT 2022	SHEILA WATKINS	44.08
HIGH ST UTIL- ACCT 110113007162	OHIO EDISON	124.54
MOBILE SHREDDING FOR E HIGH ST	OHIO MOBILE SHREDDING LCC	7.25
CUST 1201264586 - TRASH SERVICES HIGH ST	RUMPKE	35.05
ACCT 106476201 INTERNET FOR HIGH ST	TIME WARNER CABLE	9.74
MILEAGE REIMBURSEMENT FOR SEPT 2022	ANTIONETTE PEREZ	101.50
MILEAGE REIMBURSEMENT FOR 8/1-9/30/22	LORI LAMBERT	22.62
MILEAGE/CELL REIMBURSEMENT SEPT 2022	MICHELINE DRUGMAN-DEWITT	45.16
MILEAGE REIMBURSEMENT SEPT 2022	MIRANDA EGGLESTON	8.12
MILEAGE REIMBURSEMENT AUG 2022	MIRANDA EGGLESTON	32.48
MILEAGE REIMBURSEMENT SEPT 2022	DAWN STASAK	55.68
CELL/MILEAGE REIMBURSEMENT SEPT 2022	ESTHER KEYES	70.10
MILEAGE REIMBURSEMENT FOR SEPT 2022	KAREN BRUBAKER	82.36
MILEAGE REIMBURSEMENT SEPT 2022	PAM EGGLESTON	203.00
SERVICE CALL TO DRAIN DRY SYSTEM AND FLI	MEGACITY FIRE & SECURITY	31.50
HIGH ST WATER/SEWER ACCT 926360-47437	CITY OF SPRINGFIELD	23.44
	Total For Dept 810 CCCHD	<u>13,055.68</u>
	Total For Fund 8212 EARLY START GRANT	<u><u>13,055.68</u></u>

Fund 8213 CRIBS FOR KIDS

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	900.19
MOP HEADS AND MICROFIBER TOWELS FOR E HI	MILLER'S TEXTILE SERVICE	0.63
MAINTENANCE WORKER FOR E HIGH ST	CLARK CO BD OF DEVELOPMENTAL	3.40
HIGH ST UTIL ACCT 132224510030007	COLUMBIA GAS OF OHIO	6.34
HIGH ST UTIL- ACCT 110113007162	OHIO EDISON	16.61
MOBILE SHREDDING FOR E HIGH ST	OHIO MOBILE SHREDDING LCC	0.97
HIGH ST WATER/SEWER ACCT 926360-47437	CITY OF SPRINGFIELD	3.13
CUST 1201264586 - TRASH SERVICES HIGH ST	RUMPKE	4.67
ACCT 106476201 INTERNET FOR HIGH ST	TIME WARNER CABLE	1.30
SERVICE CALL TO DRAIN DRY SYSTEM AND FLI	MEGACITY FIRE & SECURITY	4.20
	Total For Dept 810 CCCHD	<u>941.44</u>
	Total For Fund 8213 CRIBS FOR KIDS	<u><u>941.44</u></u>

Fund 8214 IMMUNIZATION GRANT

GV GRANT PAYMENT JULY-SEPT 2022	CHAMPAIGN CO HEALTH DISTRICT	5,074.00
GV GRANT PAYMENT	MADISON CO DEPT OF HEALTH	7,972.00
	Total For Dept 810 CCCHD	<u>13,046.00</u>
	Total For Fund 8214 IMMUNIZATION GRANT	<u><u>13,046.00</u></u>

Fund 8217 PLUMBING

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	5,819.64
TRICO FORCE BEAM BLADE FOR 2017 F-150	KOI ENTERPRISES INC	39.96
PLBG CONTRACT SERVICES FOR SCOTT COLLINS	GREENE COUNTY PUBLIC HEALTH	1,007.67
PLBG CONTRACT SERVICES 9/1-9/30/22	MIAMI COUNTY PUBLIC HEALTH	294.51
	Total For Dept 810 CCCHD	<u>7,161.78</u>
	Total For Fund 8217 PLUMBING	<u><u>7,161.78</u></u>

Fund 8220 WIC

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	15,198.78
MILEAGE /CELL PHONE REIMBURSEMENT- SEPT	EMILY THOMAS	38.92
ACCT 130448804 - NC PHONES AND INTERNET	A T & T	176.87
MOP HEADS AND MICROFIBER TOWELS FOR E HI	MILLER'S TEXTILE SERVICE	20.17
CELL PHONE REIMBURSEMENT SEPT 2022	JAYNE LOFTIS	25.00
SERVICE CALL TO DRAIN DRY SYSTEM AND FLI	MEGACITY FIRE & SECURITY	136.50
CELL PHONE REIMBURSEMENT FOR OCT 2022	JAYNE LOFTIS	25.00
MAINTENANCE WORKER FOR E HIGH ST	CLARK CO BD OF DEVELOPMENTAL	110.50
HIGH ST UTIL ACCT 132224510030007	COLUMBIA GAS OF OHIO	205.94
HIGH ST UTIL- ACCT 110113007162	OHIO EDISON	539.67
MOBILE SHREDDING FOR E HIGH ST	OHIO MOBILE SHREDDING LCC	31.45
HIGH ST WATER/SEWER ACCT 926360-47437	CITY OF SPRINGFIELD	101.57
CUST 1201264586 - TRASH SERVICES HIGH ST	RUMPKE	151.87
ACCT 106476201 INTERNET FOR HIGH ST	TIME WARNER CABLE	42.24
	Total For Dept 810 CCCHD	<u>16,804.48</u>
	Total For Fund 8220 WIC	<u><u>16,804.48</u></u>

Fund 8226 MOM QUIT FOR TWO

MOP HEADS AND MICROFIBER TOWELS FOR E HI
 SERVICE CALL TO DRAIN DRY SYSTEM AND FLI
 MAINTENANCE WORKER FOR E HIGH ST
 HIGH ST UTIL ACCT 132224510030007
 HIGH ST UTIL- ACCT 110113007162
 MOBILE SHREDDING FOR E HIGH ST
 HIGH ST WATER/SEWER ACCT 926360-47437
 CUST 1201264586 - TRASH SERVICES HIGH ST
 ACCT 106476201 INTERNET FOR HIGH ST

MILLER'S TEXTILE SERVICE	0.63
MEGACITY FIRE & SECURITY	4.20
CLARK CO BD OF DEVELOPMENTAL	3.40
COLUMBIA GAS OF OHIO	6.34
OHIO EDISON	16.61
OHIO MOBILE SHREDDING LCC	0.97
CITY OF SPRINGFIELD	3.13
RUMPKE	4.67
TIME WARNER CABLE	1.30
Total For Dept 810 CCCHD	<u>41.25</u>

Total For Fund 8226 MOM QUIT FOR TWO	<u><u>41.25</u></u>
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Fund 8227 SAFE COMMUNITIES GRANT

THINKFAST - SOUTHEATERN HIGH SCHOOL
 THINKFAST - STEM ACADEMY
 THINKFAST - STEM ACADEMY

TJOHNE PRODUCTIONS INC	2,500.00
TJOHNE PRODUCTIONS INC	1,686.65
TJOHNE PRODUCTIONS INC	813.35
Total For Dept 810 CCCHD	<u>5,000.00</u>

Total For Fund 8227 SAFE COMMUNITIES	<u><u>5,000.00</u></u>
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Fund 8228 TOBACCO USE PREVENTION

SUPPLIES - JIMMY JOHNS BOX LUMCHES X 25

CARDMEMBER SERVICES	294.00
Total For Dept 810 CCCHD	<u>294.00</u>

Total For Fund 8228 TOBACCO USE PREVI	<u><u>294.00</u></u>
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Fund 8231 COVID 19 VACCINATION GRANT FUND

SUPPLIES - WHITE RETURN ADDRESS LABELS

CARDMEMBER SERVICES	53.96
Total For Dept 810 CCCHD	53.96

Total For Fund 8231 COVID 19 VACCINAT	53.96
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Fund 8237 PUBLIC INFRASTRUCTURE

ACCT L06015M001 - HEALTH INSURANCE
MILEAGE / CELL REIMBURSEMENT FOR SEPT 22
MILEAGE AND CELL PHONE REIMBURSEMENT OCT

ANTHEM BLUE CROSS & BLUE SHIELD	2,192.38
STEPHANIE JOHNSON	53.20
STEPHANIE JOHNSON	107.72
Total For Dept 810 CCCHD	2,353.30

Total For Fund 8237 PUBLIC INFRASTRUC	2,353.30
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Fund 8238 SW NON DIST

2728 DALE RD CLEANUP

MEADES REFUGE	1,550.00
Total For Dept 810 CCCHD	1,550.00

Total For Fund 8238 SW NON DIST	1,550.00
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Fund 8240 ENVIRONMENTAL SERVICES

ACCT FB913- FUEL FOR 9/12-10/11/2022

SUPERFLEET MASTERCARD PROGRAM	34.05
Total For Dept 810 CCCHD	34.05

Total For Fund 8240 ENVIRONMENTAL SE	34.05
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Fund 8247 WORKFORCE DEVELOPMENT

MILEAGE 9/19/22 - CELL PHONE REIMBURSEME

CHRIS COOK	80.46
Total For Dept 810 CCCHD	80.46

Total For Fund 8247 WORKFORCE DEVELC	80.46
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Fund 8248 SEWAGE TREATMENT SYSTEMS

SUPPLIES - MONITOR STAND RISER FOR ENV
SEWAGE FEES - SEPT 2022

AMAZON CAPITAL SERVICES INC	11.98
TREASURER STATE OF OHIO	292.00
Total For Dept 810 CCCHD	<u>303.98</u>

Total For Fund 8248 SEWAGE TREATMEN	<u><u>303.98</u></u>
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Fund 8251 COVID 19 - ENHANCED OPERATIONS

ACCT L06015M001 - HEALTH INSURANCE
MEDTRAINER MTHLY OCT 13-NOV 13, 2022
CONSULTING SERVICES FOR COVID-19 LIAISON
TRANSPORTATION SERVICES FOR SEPT 2022

ANTHEM BLUE CROSS & BLUE SHIELD	728.92
CARDMEMBER SERVICES	200.00
KALEIDOSCOPE INVESTMENTS INC	575.00
MICHAEL A SCHULSINGER	818.75
Total For Dept 810 CCCHD	<u>2,322.67</u>

Total For Fund 8251 COVID 19 - ENHANC	<u><u>2,322.67</u></u>
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Fund 8257 FHV

ACCT L06015M001 - HEALTH INSURANCE	ANTHEM BLUE CROSS & BLUE SHIELD	5,368.89
MILEAGE REIMBURSEMENT FOR SEPT 2022	ANTIONETTE PEREZ	63.22
MILEAGE REIMBURSEMENT SEPT 2022	MICHELINE DRUGMAN-DEWITT	59.74
MILEAGE REIMBURSEMENT SEPT 2022	MIRANDA EGGLESTON	55.10
MILEAGE REIMBURSEMENT AUG 2022	MIRANDA EGGLESTON	134.56
MILEAGE REIMBURSEMENT FOR SEPT 2022	KAREN BRUBAKER	23.20
MILEAGE REIMBURSEMENT FOR SEPT 2022	MARCIA JOHNSON	171.10
MILEAGE REIMBURSEMENT SEPT 2022	DAWN STASAK	9.28
CELL/MILEAGE REIMBURSEMENT SEPT 2022	ESTHER KEYES	28.42
MOP HEADS AND MICROFIBER TOWELS FOR E HI	MILLER'S TEXTILE SERVICE	4.97
SERVICE CALL TO DRAIN DRY SYSTEM AND FLI	MEGACITY FIRE & SECURITY	33.60
MAINTENANCE WORKER FOR E HIGH ST	CLARK CO BD OF DEVELOPMENTAL	27.20
HIGH ST UTIL ACCT 132224510030007	COLUMBIA GAS OF OHIO	50.69
HIGH ST UTIL- ACCT 110113007162	OHIO EDISON	132.84
MOBILE SHREDDING FOR E HIGH ST	OHIO MOBILE SHREDDING LCC	7.75
HIGH ST WATER/SEWER ACCT 926360-47437	CITY OF SPRINGFIELD	25.00
CUST 1201264586 - TRASH SERVICES HIGH ST	RUMPKE	37.38
ACCT 106476201 INTERNET FOR HIGH ST	TIME WARNER CABLE	10.40
	Total For Dept 810 CCCHD	<u>6,243.34</u>
	Total For Fund 8257 FHV	<u><u>6,243.34</u></u>

Fund 8259 MSG GRANT

ACCT 81628738 INSURANCE POLICY MOTORCYCL	PHILADELPHIA INSURANCE COMPANIES	1,270.50
MOTORCYCLE OHIO INSTRUCTION	JAMES R FEE JR	459.00
	Total For Dept 810 CCCHD	<u>1,729.50</u>
	Total For Fund 8259 MSG GRANT	<u><u>1,729.50</u></u>

Fund 8260 HEALTH - CHC

CELL PHONE REIMBURSEMENT FOR SEPT 2022

ASHLEY SEIBERT	25.00
Total For Dept 810 CCCHD	<u>25.00</u>

Total For Fund 8260 HEALTH - CHC	<u><u>25.00</u></u>
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Fund 8261 REPRODUCTIVE HEALTH AND WELLNESS (RHW)

MILEAGE REIMBURSEMENT FOR SEPT 2022

JESSICA C BUMGARNER	38.28
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MILEAGE AND CELL PHONE REIMBURSEMENT SEP

SHARON CARLISLE	23.24
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MILEAGE REIMBURSEMENT FOR SEPT 2022

SALIMAH BERRIEN	6.96
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CONCESSION SNACKS FOR PRIDE MOVIE NIGHT

CARDMEMBER SERVICES	77.25
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CONCESSION SNACKS FOR PRIDE MOVIE NIGHT

CARDMEMBER SERVICES	39.95
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CONCESSION SNACKS FOR PRIDE MOVIE NIGHT

CARDMEMBER SERVICES	8.00
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RHW SUPPLIES - TESTING FOR CLIENTS

CENTER FOR DISEASE DETECTION LLC	1,013.80
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RHW SUPPLIES - TESTING FOR CLIENTS

CENTER FOR DISEASE DETECTION LLC	<u>833.00</u>
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Total For Dept 810 CCCHD	<u>2,040.48</u>
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Total For Fund 8261 REPRODUCTIVE HEA	<u><u>2,040.48</u></u>
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Fund Totals:

66,815.98
3,432.68
2,859.16
770.00
3,588.69
744.32
3,093.20
13,055.68
941.44
13,046.00
7,161.78
16,804.48
41.25
5,000.00
294.00
53.96
2,353.30
1,550.00
34.05
80.46
303.98
2,322.67
6,243.34
1,729.50
25.00
2,040.48

154,385.40

**Clark County Combined Health District
Proposed Program Fees for 2023**

Based on State of Ohio Required Cost Methodology using 2021 data

CCCHD PROGRAM	2018 CCCHD Fees	2019 CCCHD Fees	2020 CCCHD Fees	2021 CCCHD Fees	2022 CCCHD Fees	Maximum 2023 Fee (per Cost Method.)	Proposed 2023 CCCHD Fees	State of Ohio Fee 2023	Total Proposed Fee 2023
FOOD SERVICE OPERATIONS (FSO) / RETAIL FOOD ESTABLISHMENTS (RFE)									
Food Facility Risk Level									
Commercial Risk Level 1 less than 25,000 sq. ft.	\$128.40	\$131.00	\$157.00	\$173.00	\$160.00	\$181.58	\$181.00	\$28.00	\$209.00
Commercial Risk Level 2 less than 25,000 sq. ft.	\$145.92	\$148.52	\$178.00	\$196.00	\$180.00	\$204.87	\$204.00	\$28.00	\$232.00
Commercial Risk Level 3 less than 25,000 sq. ft.	\$288.12	\$290.74	\$349.00	\$384.00	\$348.00	\$393.96	\$393.00	\$28.00	\$421.00
Commercial Risk Level 4 less than 25 000 sq. ft.	\$367.98	\$370.62	\$445.00	\$489.00	\$442.00	\$500.15	\$498.00	\$28.00	\$526.00
Commercial Risk Level 1 greater than 25,000 sq. ft.	\$190.04	\$192.66	\$231.00	\$254.00	\$232.00	\$263.55	\$263.00	\$28.00	\$291.00
Commercial Risk Level 2 greater than 25 000 sq. ft.	\$200.56	\$203.16	\$244.00	\$268.00	\$245.00	\$277.52	\$277.00	\$28.00	\$305.00
Commercial Risk Level 3 greater than 25,000 sq. ft.	\$736.44	\$739.12	\$887.00	\$976.00	\$876.00	\$990.12	\$990.00	\$28.00	\$1,018.00
Commercial Risk Level 4 greater than 25,000 sq. ft.	\$781.28	\$783.96	\$941.00	\$1,035.00	\$928.00	\$1,049.74	\$1,049.00	\$28.00	\$1,077.00
Non-Commercial Risk Level 1 less than 25,000 sq. ft.	\$59.73	\$64.20	\$78.50	\$86.00	\$80.00	50% Com.	\$90.00	\$14.00	\$104.00
Non-Commercial Risk Level 2 less than 25,000 sq. ft.	\$67.77	\$72.96	\$89.00	\$98.00	\$90.00	50% Com.	\$102.00	\$14.00	\$116.00
Non-Commercial Risk Level 3 less than 25,000 sq. ft.	\$133.05	\$144.06	\$174.50	\$192.00	\$174.00	50% Com.	\$196.00	\$14.00	\$210.00
Non Commercial Risk Level 4 less than 25,000 sq. ft.	\$169.70	\$183.99	\$222.50	\$244.00	\$221.00	50% Com.	\$249.00	\$14.00	\$263.00
Non-Commercial Risk Level 1 greater than 25,000 sq. ft.	\$88.03	\$95.02	\$115.50	\$127.00	\$116.00	50% Com.	\$131.00	\$14.00	\$145.00
Non-Commercial Risk Level 2 greater than 25,000 sq. ft.	\$92.85	\$100.28	\$122.00	\$134.00	\$122.00	50% Com.	\$138.00	\$14.00	\$152.00
Non-Commercial Risk Level 3 greater than 25,000 sq. ft.	\$338.84	\$368.20	\$443.40	\$488.00	\$438.00	50% Com.	\$495.00	\$14.00	\$509.00
Non Commercial Risk Level 4 greater than 25,000 sq. ft.	\$359.42	\$390.64	\$470.50	\$517.00	\$464.00	50% Com.	\$524.00	\$14.00	\$538.00
Vending Food Service									
Each Operation - Maximum CPI Increase 7.0%	\$19.30	\$12.20	\$12.43	\$12.71	\$12.64	\$15.01	\$13.50	\$6.00	\$19.50
Temporary FSO's & RFE's									
Commercial Temporary FSO's and RFE's (per day)	\$29.80	\$24.00	\$29.00	\$36.00	\$38.00	\$52.02	\$40.00	\$0.00	\$40.00
Non-Commercial Temporary FSO's and RFE's (per day)	\$14.90	\$12.00	\$14.00	\$18.00	\$19.00	50% Com.	\$20.00	\$0.00	\$20.00
Mobile FSO's and RFE's									
Each Operation	\$96.09	\$88.28	\$99.89	\$125.00	\$62.00	\$124.85	\$124.00	\$28.00	\$152.00

CCCHD PROGRAM	2018 CCCHD Fees	2019 CCCHD Fees	2020 CCCHD Fees	2021 CCCHD Fees	2022 CCCHD Fees	Maximum 2023 Fee (per Cost Method.)	Proposed 2023 CCCHD Fees	State Fee 2023	Total Proposed Fee 2023
FSO/RFE Plan Review									
Commercial & Non-Commercial less than 25,000 sq. ft.	\$177.00 \$88.50	\$219.00 \$109.50	\$214.50 \$107.25	\$298.00 \$149.00	\$298.00 \$149.00	\$287.87	\$286.00 \$143.00	N/A	\$286.00 \$143.00
Commercial & Non-Commercial greater than 25,000 sq. ft.	\$354.00 \$177.00	\$438.00 \$219.00	\$429.00 \$214.50	\$596.00 \$298.00	\$596.00 \$298.00	N/A	\$572.00 \$286.00	N/A	\$572.00 \$286.00
Recreational Vehicle Parks, Recreation Camps, Combined Park-Camps									
Recreational Vehicle Parks, Recreation Camps, or Combined Park-Camps with 50 or Fewer Sites	\$185.00	\$195.00	\$234.00	\$255.00	\$270.00	\$366.59	\$295.00	\$110.00	\$405.00
Recreational Vehicle Parks, Recreation Camps, or Combined Park-Camps with Greater than 50 Sites	\$185.00	\$195.00	\$234.00	\$255.00	\$270.00	\$366.59	\$295.00	\$110.00	\$405.00
Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park-Camps with 50 or Fewer Sites	\$185.00	\$195.00	\$234.00	\$255.00	\$270.00	\$366.59	\$270.00	N/A	\$270.00
Temporary Recreational Vehicle Parks, Recreation Camps, or Combined Park-Camps with Greater than 50 Sites	\$185.00	\$195.00	\$234.00	\$255.00	\$270.00	\$366.59	\$270.00	N/A	\$270.00
Greater than 50 Sites, per Site Charge (Permanent and Temporary)	\$1.75	\$2.00	\$1.50	\$1.50	\$1.50	N/A	\$0.50	N/A	\$0.50
Swimming Pools and Spas									
Individual Public Swimming Pools; Individual Public Spas; and, Individual Special Use Pools	\$299.00	\$265.44	\$319.00	\$350.00	\$385.00	\$396.26	\$396.00	\$80.00	\$476.00
Individual Public Swimming Pools; Individual Public Spas; and, Individual Special Use Pools--Additional @ Same Location	\$150.00	\$175.00	\$175.00	\$175.00	\$195.00	\$396.26	\$195.00	\$55.00	\$250.00
Tattoo and/or Body Piercing									
Permanent Tattoo and/or Body Piercing Establishments	\$185.00	\$195.00	\$205.00	\$225.00	\$245.00	\$208.76	\$208.00	N/A	\$208.00
Temporary Perm. Tattoo and/or Body Piercing Establishments	\$75.00	\$100.00	\$100.00	\$100.00	\$110.00	\$208.76	\$110.00	N/A	\$110.00

Updated 10/20/2022 (Corecting made in last column for plan review fee.)



2728 Dale Avenue, Springfield Township September 8, 2022

Photos by : Larry Shaffer, Clark County Combined Health District

Page 1 of 2



After Nuisance Abatement



2728 Dale Avenue, Springfield Township September 8 and 30, 2022

Photos by : Larry Shaffer, Clark County Combined Health District Page 2 of 2



Clark County Combined Health District

Divisions: All Divisions of Clark County Combined Health District (CCCHD)

Public Health Ethics Reviews

529 E. Home Road
Springfield, OH 45503

CCCHD Public Health Ethics Review Tool

Date of Review Meeting:	11/10/2022
Attendees by Name and Title	Elizabeth DeWitt: Environmental Health Supervisor Larry Shaffer: Director of Environmental Health.
Area of Discussion:	Variance request from Ohio's Household Sewage Treatment System rule 3701-29-06 (G) (3): 131 Clubhouse Drive, South Charleston, OH - Parcel #1300800023100004

Principles of Ethical Public Health Practice	Principles Applied to Program Level	Principles Applied to Specific Event
1. Address principally the fundamental causes of disease and requirements for health, aiming to prevent adverse health outcomes.	Prevent humans and animals from contact with untreated sewage. Use best available technology to treat sewage.	Utilize soil to treat sewage onsite.
2. Achieve community health in a way that respects the rights of individuals in the community.	Discuss options with client including change of design and request for variance from rule.	Topography and desired location of home on property limit the area for onsite sewage treatment. The client has elected to request a variance from rule for isolation distance to property lines and structures.
3. Policies, programs, and priorities should be developed and evaluated through processes that ensure an opportunity for input from community.	As this is implementation of state law and rule- public input has occurred at the state level. The Board of Health consideration of variances occurs in a public meeting with input from the community.	Board of Health Meeting; November 17, 2022. Harmony Township Trustees to be advised of pending review by Board of Health.
4. Advocate and work for the empowerment of disenfranchised community members, aiming to ensure that the basic resources and conditions for health are accessible to all.	The law and rules allows for a "hardship" or financial consideration when making the variance decisions.	The Board may difficulty of alternate design for a variance from rule.
5. Seek the information needed to implement effective policies and programs that protect and promote health.	Not applicable- State Law and Rules.	N/A
6. Provide communities with the information they have that is needed for decisions on policies and programs and	Not applicable- State Law and Rules.	N/A



Clark County Combined Health District

Divisions: All Divisions of Clark County Combined Health District (CCCHD)

Public Health Ethics Reviews

529 E. Home Road
Springfield, OH 45503

Principles of Ethical Public Health Practice	Principles Applied to Program Level	Principles Applied to Specific Event
should obtain the community's consent.		
7. Act in a timely manner on the information they have within the resources and the mandate given to them by the public.	Process variance request ASAP and present to the next Board of Health meeting for their consideration.	Received November 9, 2022 for review by Board of Health on November 17, 2022.
8. Programs and policies should incorporate a variety of approaches that anticipate and respect the diverse values, beliefs and cultures in the community.	Not applicable- State Law and Rules.	N/A
9. Programs and policies should be implemented in a manner that most enhances the physical and social environment.	Consideration should be given to the surrounding terrain and the variances impact on the neighboring properties as well as the owner's property.	Limited impact to neighboring properties.
10. Protect the confidentiality of information that can bring harm to an individual or community if made public. Exceptions must be justified on the basis of high likelihood of significant harm to the individual or others.	Not applicable- no confidential information.	N/A
11 . CCCHD should ensure the professional competence of its employees.	Professional development and training must occur and documentation uploaded into the Workforce Development database.	Staff attends educational conferences as available, participates in quarterly roundtable meetings with other health departments in southwest Ohio, and monitors monthly statewide sewage conference calls. Issue discussed with Env. Health Supervisor and Director.
12. CCCHD and its employees should engage in collaborations and affiliations that build the public's trust and the institution's effectiveness.	Township trustees, county commissioners, village council members, realtors and mortgage bankers, builders, installers, designers, and service providers should all be educated and regularly informed of the implementation of	Harmony Township Trustees to be advised of the request for variance and requested to comment.



Clark County Combined Health District

Divisions: All Divisions of Clark County Combined Health District (CCCHD)

Public Health Ethics Reviews

529 E. Home Road
Springfield, OH 45503

Principles of Ethical Public Health Practice	Principles Applied to Program Level	Principles Applied to Specific Event
	the rules.	

Next Steps:			
Objective	Related Activities	Timeframe	Responsible Party
Ensure compliance with conditions of the variance is passed.	Perform on-site inspections as needed.	By project's completion.	Environmental Health Staff

Clark County Combined Health District (CCCHD)
 Division of Environmental Health
 529 E. Home Road
 Springfield, Ohio 45503
 Phone: 937-390-5600 Fax: 937-390-5625



Application for Sewage Variance

Permit Fee \$25.00

Receipt #: 59174 *cash*

Address of Site 131 Clubhouse Drive	City South Charleston	State OH	Zip 45368
--	--------------------------	--------------------	--------------

Owner Information:			
Name Kara Armstrong			
Address 6747 Horseshoe Lane	City Springfield	State OH	Zip 45502
Email address: kara.armstrong518@gmail.com	Cell Phone Number: 330-201-3440		

Insert below, all sections of sewage code from which you are requesting a variance.

Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules (STS)

3701-29-06 (G), (3) A STS shall maintain the following minimum horizontal isolation distances: (a) All components of a STS shall be at least ten feet from any utility service line, roadway or road surface, driveway or other hardscape, property line or right-of-way boundary, ..."

Provide a concise description of the conditions, which prevent compliance with above code(s).

Seeking variance approval for isolation distances to be granted.

By signing this application, I, the grantee, agree to abide by any and all state laws and regulations and by the regulations set forth by the Clark County Combined Health District.


I, the grantee, herein further acknowledge that I obtained a variance from the Clark County Combined Health District Board of Health, said variance permitting me to install a sewage system that does not meet the minimum state code.

In consideration for said variance, I hereby agree and promise that I will hold harmless and indemnify the Clark County Combined Health District Board of Health, the Clark County Combined Health District and/or any and all members of said Board and/or said District, including all employees and/or agents thereof, from any and all damages which might be caused directly or indirectly from this installation.


Owner Signature 	Date 11/9/22
Witness #1 Signature	Witness #2 Signature

Notary Use Only:

In testimony whereof, I have hereunto set my hand and official seal at Springfield, Ohio, this 9th day of November, 2022.



 Notary Public

My commission expires:  KELLY A STICKNEY
 Notary Public
 State of Ohio
 My Comm. Expires
 February 1, 2026

Health Department Use Only:

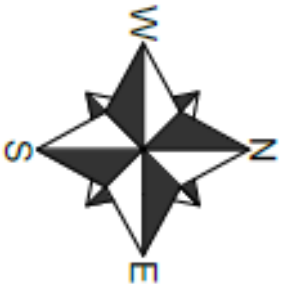
Variance Approved by the Clark County Combined Health District Board of Health - Yes No

Resolution Number: _____ Approval Date: _____

Revised 3/16/15



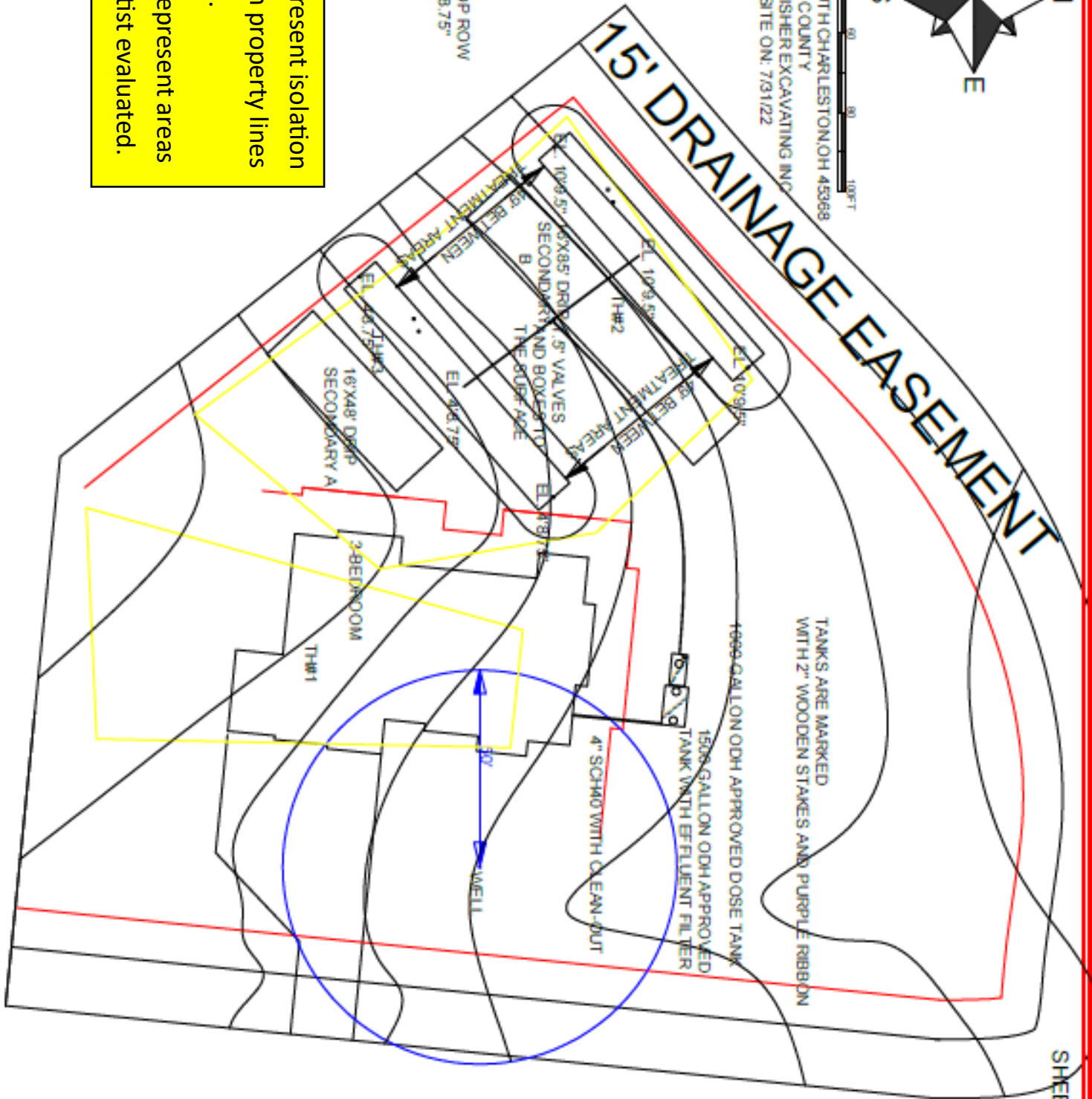
131 Clubhouse Drive—South Charleston, OH



10 20 30 40 50 60 70 80 90 100 FT
131 CLUBHOUSE DR SOUTH CHARLESTON, OH 45369
HARMONY TWP. / CLARK COUNTY
DESIGNER/INTEGRATOR: FISHER EXCAVATING INC.
DESIGNER VISITED THE SITE ON: 7/31/22

BENCHMARK TOP ROW
OF FLAGS EL. 48.75"

15' DRAINAGE EASEMENT

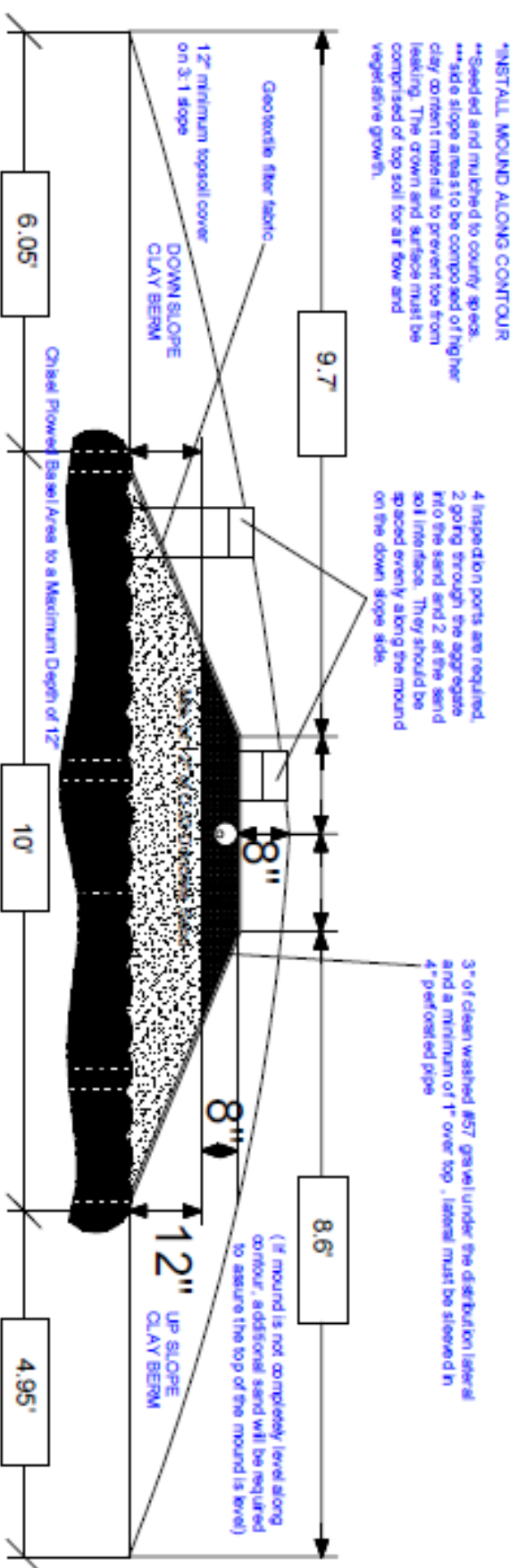


Red lines represent isolation distance from property lines and buildings.
Yellow lines represent areas the soil scientist evaluated.

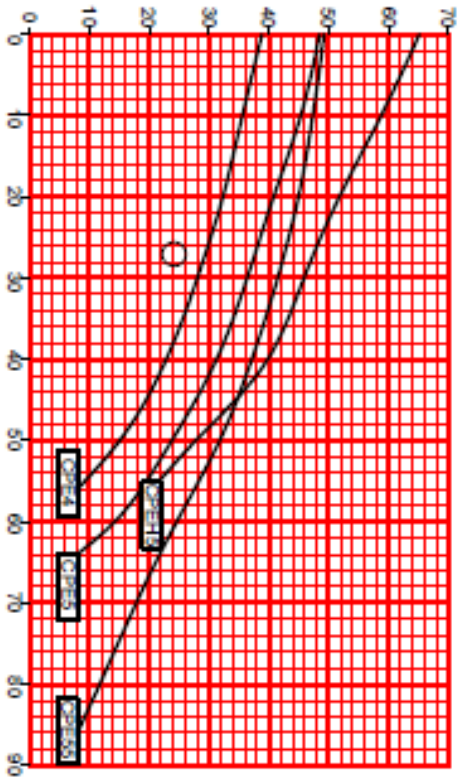
Detailed mound cross section

Sheet # 4015

131 Club House dr.



- Notes:
- All work is to be performed from the up slope side.
 - Final Grade of the mound shall divert water around so water will not accumulate.
 - Seed and Mulch entire area to prevent freezing.
 - Once basal area is plowed, sand must be applied prior to precipitation.
 - NO WETWEATHER INSTALLATIONS.



Champion Pump Company Inc. P.O. Box 528 Ashtland, OH 44805
 Phone 419-261-4500 Fax 419-916-1100 www.championpump.com

Location: 3395 Berlin Station rd, Delaware co, Berlin TWP.

Drawn by: RDF of FISHER EXCAVATING Inc
 2915 Boundary rd,
 Prospect, Ohio 43342
 email: fisherprospec5@gmail.com

Curtis Lee Soil Evaluation

131 Club House Dr. South Charleston, Ohio 45368

- Proposed treatment area
- Pedon Descriptions
- Property boundary - from GIS



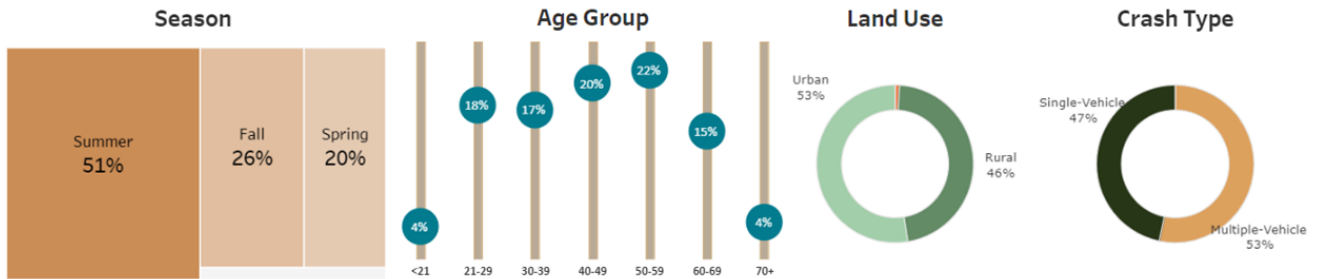
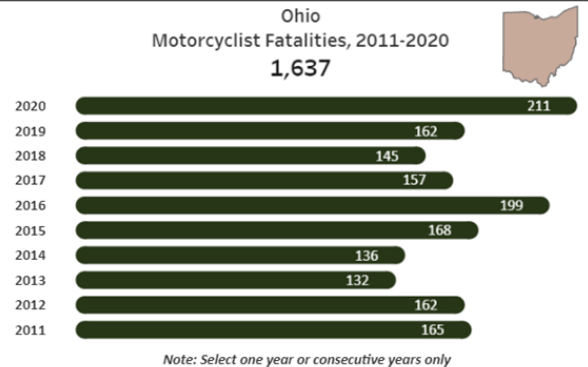
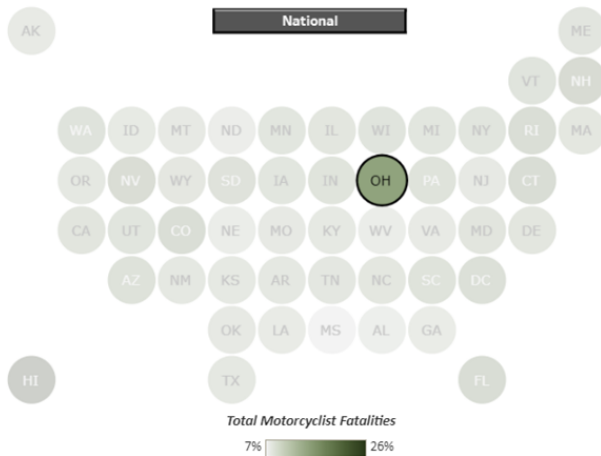
Prepared by:
Matthew Deaton 9/16/2022



The statistics show the crash rate for trained riders is relatively low. There is a need for safety training as the number of Ohio motorcycle fatalities is increasing.

Click images to access dashboards

MOTORCYCLES



Motorcycles in this visualization include two- and three-wheeled motorcycles, off-road motorcycles, mopeds, scooters, mini-bikes, and pocket bikes. Motorcyclist is a general term referring to either the 'rider' (person operating) or 'passenger' (person seated on, but not operating). Data Source: [FARS](#)

Updated: April 14, 2022



1/1/2021 - 12/31/2021	
Motorcycle rider at fault	57.6%
At-fault crashes caused by unendorsed riders	49.0%
At-fault crashes caused by endorsed riders	51.0%
Crashes involving unendorsed riders	46.4%
Crashes involving endorsed riders	54.7%
Motorcycle Ohio Trained Crashes	30.1%
Motorcycle Ohio Trained at fault crashes	15.4%
Helmet Used	42.3%
Motorcycle Ohio Trained - Helmet Used	16.8%
Alcohol Suspected	6.5%
Driver Distracted	14.4%
Male involved crashes	91.3%
Female involved crashes	6.3%
Unknown/Other involved crashes	2.4%

Clark County Motorcycle Ohio Program Statistics since beginning the program in 2013

Note: Students from many other counties enroll in the courses in Clark County.



Ohio Department of Public Safety - Motorcycle Ohio Program Demographic Statistics By Class

Report Parameters	
Year:	Instructor: From Date: 7/1/2013 To Date: 10/28/2022
Class Type:	Class Code:
Training Provider: Clark County Combined Health District Provider Type:	

SUMMARY OF DEMOGRAPHIC STATISTICS											
	15.5-20	21-24	25-34	35-44	45-54	55-64	65-74	75-84	85+	Unknown	Total
MALE	151	144	341	259	240	111	31	2	0	0	1279
FEMALE	24	38	119	142	161	40	4	0	0	1	529
UNKNOWN	1	0	0	0	0	1	0	0	0	0	2
AGE TOTALS	176	182	460	401	401	152	35	2	0	1	1810



Ohio Department of Public Safety - Motorcycle Ohio Program Training Site Pass/Fail Statistics By Class

Report Parameters	
Year:	Instructor: From Date: 7/1/2013 To Date: 10/28/2022
Class Type:	Class Code:
Training Provider: Clark County Combined Health District Provider Type: Status Code :	

SUMMARY OF PASS/FAIL STATISTICS											
Total Students	Passed	Bypass Skill	Failed Attendance	Failed Dismissed	Failed Knowledge	Failed Errant	Failed Skill	Failed Withdraw	No Show	No Code	Retest
1812	1393	27	159	16	0	0	135	17	21	44	116
	76.88%	1.49%	8.77%	0.88%	0.00%	0.00%	7.45%	0.94%	1.16%	2.43%	6.40%

Motorcycle Ohio by Course—2022

1/01/2022 - 10/09/2022

Course Type	Students
BRS	10,880
BRS-RR	923
BRS-2	229
BRC	374
Total	11,381

BRS—Basic Rider Skills: 4 Hours of class room instruction and two (6) range sessions. Motorcycles are provided.

BRS-RR—Basic Rider Skills Return Rider: Refresher course for those who have not ridden in a while. 2 hours of class-room instruction and one (6) hours range session. Motorcycles are provided.

BRS-2— Advanced skills class. One (7) hours session on student's motorcycle. May include passenger.

BRC—Similar to BRS except curriculum is Motorcycle Safety Foundation. Available from private providers.

2022 Ohio Mosquito Surveillance Summary, as of 10/18/22

Counties (51 total)	Agencies (63 total)	Mosquitoes Identified	Mosquitoes Tested	Pools Pending	Pools Reported*	WNV+ Pools	% WNV Positive
Allen	City of Delphos	29	18	0	3	0	0.0%
Ashland	Ashland County Health Department	200	55	0	5	0	0.0%
Ashtabula	Ashtabula City Health Department	756	649	0	17	0	0.0%
Athens	Athens City County Health Department	5,330	4,887	0	156	2	1.3%
Carroll	Carroll County General Health District	3,297	2,796	0	96	2	2.1%
Champaign	Champaign Health District	54	16	0	3	0	0.0%
Clark	Clark County Combined Health District	15,310	14,548	0	389	39	10.0%
Clermont	Clermont County Public Health	4,153	3,946	0	133	2	1.5%
Columbiana	Columbiana County Health District	74	56	0	4	1	25.0%
	Salem City Health Department	195	122	0	5	0	0.0%
Coshocton	Coshocton County Health Department	53	19	0	2	0	0.0%
Crawford	Galion City Health Department	1,213	1,055	0	51	2	3.9%
Cuyahoga	Cuyahoga County Board of Health	3,226	3,041	0	101	11	10.9%
Darke	Darke County General Health District	311	30	0	7	0	0.0%
Delaware	Delaware Public Health District	3,459	2,619	0	122	2	1.6%
Fairfield	Fairfield Department of Health	2,113	1,535	0	96	1	1.0%
	Franklin County Public Health	3,192	2,322	0	64	4	6.3%
Franklin	Franklin County Public Health	94,219	72,425	0	1,989	163	8.2%
	Columbus Public Health	125,290	120,347	0	2,810	544	19.4%
Gallia	Gallia County General Health District	17	3	0	1	0	0.0%
Greene	Greene County Public Health	453	389	0	19	0	0.0%
Hamilton	Hamilton County Public Health	1,238	984	0	43	0	0.0%
	Cincinnati Health Department	3,531	3,074	0	124	2	1.6%
Hancock	Hancock Public Health	3,846	3,481	0	134	9	6.7%
Henry	Henry County Health Department	833	800	0	28	1	3.6%
Hocking	Hocking County Health Department	351	150	0	14	0	0.0%
Knox	Knox Public Health	1,327	1,109	0	36	1	2.8%
Lake	Lake County General Health District	2,063	1,493	0	96	3	3.1%
Licking	Licking County Health Department	2,089	1,940	0	122	0	0.0%
	Ohio Department of Health	848	120	0	3	0	0.0%
Lorain	Lorain County Public Health	27,577	23,642	0	617	15	2.4%
Lucas	Toledo Area Sanitary District	63,130	24,987	0	1,517	56	3.7%
Mahoning	Mahoning County Public Health	2,731	2,024	0	98	1	1.0%
Medina	Medina County Health Department	3,715	3,204	0	126	0	0.0%
Meigs	Meigs County Health Department	798	498	0	45	1	2.2%
Montgomery	Public Health - Dayton & Montgomery County	351	277	0	27	5	18.5%
Morgan	Morgan County Health Department	240	137	0	7	0	0.0%
Muskingum	Zanesville-Muskingum County Health Department	12	8	0	1	0	0.0%
Ottawa	Ottawa County Health Department	1,538	1,353	0	94	0	0.0%
Pickaway	Pickaway County Public Health	67	35	0	5	0	0.0%
Pike	Pike County General Health District	1,168	975	0	38	0	0.0%
Portage	Portage County Health District	15,732	14,103	0	417	6	1.4%
	Kent City Health Department	29,869	20,528	0	589	5	0.8%
Richland	Richland Public Health	15,891	13,892	0	339	6	1.8%
	Shelby City Health Department	2,315	2,225	0	66	3	4.5%
Ross	Ross County Health District	7,021	6,344	0	210	5	2.4%
Scioto	Scioto County Health Department	9,507	8,784	0	244	3	1.2%
	Portsmouth City Health Department	469	172	0	24	0	0.0%
Shelby	City of Sidney	383	9	0	2	0	0.0%
Stark	Stark County Health Department	6,690	6,234	0	242	2	0.8%
	Canton City Public Health	10,701	9,440	0	317	2	0.6%
	Alliance City Health Department	2,285	1,761	0	52	2	3.8%
Summit	Summit County Public Health	32,316	28,669	0	865	10	1.2%
	Barberton Norton Mosquito Abatement District	24,393	18,251	0	643	9	1.4%
Trumbull	Trumbull County Combined Health District	157	99	0	9	0	0.0%
Tuscarawas	Tuscarawas County Health Department	4,107	3,915	0	103	3	2.9%
	New Philadelphia City Health Department	301	200	0	14	0	0.0%

2022 Ohio Mosquito Surveillance Summary, as of 10/18/22							
Counties (51 total)	Agencies (63 total)	Mosquitoes Identified	Mosquitoes Tested	Pools Pending	Pools Reported*	WNV+ Pools	% WNV Positive
Tuscarawas	Tuscarawas County Health Department	4,107	3,915	0	103	3	2.9%
	New Philadelphia City Health Department	301	200	0	14	0	0.0%
Union	Union County Health Department	10,811	10,222	0	287	15	5.2%
Vinton	Vinton County Health Department	3,003	2,767	0	107	2	1.9%
Warren	Warren County Health District	1,602	1,496	0	61	1	1.6%
Wayne	College of Wooster	193	54	0	6	0	0.0%
Wood	Bowling Green State University	12,692	1,851	0	119	1	0.8%
	Village of Pemberville	888	859	0	30	2	6.7%
Wyandot	Wyandot County Public Health	528	463	0	25	0	0.0%
Totals:		572,251	453,507	0	14,019	944	6.7%



2022
240 thirty second
Stop the Bite outreach
messages on 101.5 FM.

2022
Six applications
of mosquito
control
products.



**Clark County Combined Health District
2022 Amended Budget**

8201 - General Fund

ESTIMATED REVENUES	4,213,820
SALARIES & BENEFITS	2,754,100
OTHER EXPENSES	1,397,267
TOTAL - GENERAL FUND	8,365,187

8202 - FOOD SERVICE

ESTIMATED REVENUES	353,000
SALARIES & BENEFITS	302,550
OTHER EXPENSES	50,500
TOTAL - FOOD SERVICE	706,050

8203 - SOLID WASTE

ESTIMATED REVENUES	175,000
SALARIES & BENEFITS	166,080
OTHER EXPENSES	8,650
TOTAL - SOLID WASTE	349,730

8204 - RECREATION PARKS AND CAMP

ESTIMATED REVENUES	10,100
SALARIES & BENEFITS	-
OTHER EXPENSES	1,320
TOTAL - RECREATION PARKS AND CAMP	11,420

8205- WATER

ESTIMATED REVENUES	147,200
SALARIES & BENEFITS	101,610
OTHER EXPENSES	38,297
TOTAL - WATER	287,107

8206 - POOLS

ESTIMATED REVENUES	18,000
SALARIES & BENEFITS	3,407
OTHER EXPENSES	5,000

TOTAL - POOLS 26,407

8207 - MOSQUITO

ESTIMATED REVENUES	20,060
SALARIES & BENEFITS	7,182
OTHER EXPENSES	12,878

TOTAL - MOSQUITO 40,120

8208 - MAC

ESTIMATED REVENUES	170,000
SALARIES & BENEFITS	8,210
OTHER EXPENSES	119,400

TOTAL - MAC 297,610

8209 - HIV

ESTIMATED REVENUES	71,780
SALARIES & BENEFITS	71,106
OTHER EXPENSES	674

TOTAL - HIV 143,560

8211- DRUG OVERDOSE

ESTIMATED REVENUES	226,437
SALARIES & BENEFITS	172,603
OTHER EXPENSES	53,834

TOTAL - DRUG OVERDOSE 452,874

8212 - HMG

ESTIMATED REVENUES	743,802
SALARIES & BENEFITS	624,868
OTHER EXPENSES	119,142
TOTAL - HMG	1,487,812

8213 - CRIBS FOR KIDS

ESTIMATED REVENUES	77,380
SALARIES & BENEFITS	70,295
OTHER EXPENSES	7,075
TOTAL - CRIBS FOR KIDS	154,750

8214 - GET VACCINATED

ESTIMATED REVENUES	103,200
SALARIES & BENEFITS	45,420
OTHER EXPENSES	41,310
TOTAL - GET VACCINATED	189,930

8217 - PLUMBING

ESTIMATED REVENUES	180,950
SALARIES & BENEFITS	138,111
OTHER EXPENSES	41,981
TOTAL - PLUMBING	361,042

8220 - WIC

ESTIMATED REVENUES	857,874
SALARIES & BENEFITS	753,465
OTHER EXPENSES	103,543
TOTAL - WIC	1,714,882

8224 - MOMS & BABIES FIRST

ESTIMATED REVENUES	-
SALARIES & BENEFITS	-
OTHER EXPENSES	-

TOTAL - MOMS & BABIES FIRST -

8225 - WATER POLLUTION CONTROL

ESTIMATED REVENUES	234
SALARIES & BENEFITS	-
OTHER EXPENSES	201,182

TOTAL - WATER POLLUTION CONTROL 201,416

8226 - MOMS QUIT FOR TWO

ESTIMATED REVENUES	69,000
SALARIES & BENEFITS	48,401
OTHER EXPENSES	19,644

TOTAL - MOMS QUIT FOR TWO 137,045

8227 - SAFE COMMUNITIES

ESTIMATED REVENUES	52,214
SALARIES & BENEFITS	29,214
OTHER EXPENSES	23,000

TOTAL - SAFE COMMUNITIES 104,428

8228 - TOBACCO

ESTIMATED REVENUES	141,000
SALARIES & BENEFITS	89,812
OTHER EXPENSES	27,200

TOTAL - TOBACCO 258,012

8229 -CONTINGENCY

ESTIMATED REVENUES	-
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SALARIES & BENEFITS	-
OTHER EXPENSES	-
TOTAL - CONTINGENCY	-

8231 - COVID 19 VACCINATION

ESTIMATED REVENUES	374,350
SALARIES & BENEFITS	256,420
OTHER EXPENSES	117,930
TOTAL - COVID 19 VACCINATION	748,700

8233 -LICE

ESTIMATED REVENUES	45,000
SALARIES & BENEFITS	25,429
OTHER EXPENSES	5,773
TOTAL - LICE	76,202

8237 - PHEP

ESTIMATED REVENUES	162,900
SALARIES & BENEFITS	151,000
OTHER EXPENSES	7,875
TOTAL - PHEP	321,775

8238 - SW NON DISTRICT

ESTIMATED REVENUES	11,150
SALARIES & BENEFITS	-
OTHER EXPENSES	10,500
TOTAL - SW NON DISTRICT	21,650

8239 - SICK LEAVE PAYOUT

ESTIMATED REVENUES	45,000
SALARIES & BENEFITS	46,264
OTHER EXPENSES	-

TOTAL - SICK LEAVE PAYOUT	91,264
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8240 - ENVIRONMENTAL SERVICES

ESTIMATED REVENUES	101,000
SALARIES & BENEFITS	87,425
OTHER EXPENSES	9,200

TOTAL - ENVIRONMENTAL SERVICES	197,625
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8246 - CD&D

ESTIMATED REVENUES	74,412
SALARIES & BENEFITS	14,302
OTHER EXPENSES	60,110

TOTAL - CD&D	148,824
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8247 - PUBLIC HEALTH WORKFORCE

ESTIMATED REVENUES	147,000
SALARIES & BENEFITS	143,600
OTHER EXPENSES	3,500

TOTAL - PUBLIC HEALTH WORKFORCE	294,100
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8248 - SEWAGE

ESTIMATED REVENUES	133,200
SALARIES & BENEFITS	112,720
OTHER EXPENSES	11,755

TOTAL - SEWAGE	257,675
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8251 - COVID 19 ENHANCED OPERATIONS

ESTIMATED REVENUES	277,000
SALARIES & BENEFITS	184,200
OTHER EXPENSES	58,437

TOTAL - COVID 19 ENHANCED OPERATIONS	519,637
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8257 - MIECHV

ESTIMATED REVENUES	462,000
SALARIES & BENEFITS	390,558
OTHER EXPENSES	69,312

TOTAL - MIECHV 921,870

8259 - MOTORCYCLE

ESTIMATED REVENUES	58,000
SALARIES & BENEFITS	-
OTHER EXPENSES	58,000

TOTAL -MOTORCYCLE 116,000

8260 - CHC

ESTIMATED REVENUES	112,000
SALARIES & BENEFITS	74,396
OTHER EXPENSES	37,000

TOTAL - CHC 223,396

8261 - RHW

ESTIMATED REVENUES	523,215
SALARIES & BENEFITS	376,215
OTHER EXPENSES	147,000

TOTAL - RHW 1,046,430

8262 - MCH

ESTIMATED REVENUES	145,000
SALARIES & BENEFITS	55,969
OTHER EXPENSES	81,140

TOTAL - MCH 200,969

8263 - HAITIAN COMMUNITY CONNECTION

ESTIMATED REVENUES	60,000
SALARIES & BENEFITS	8,082
OTHER EXPENSES	40,000

TOTAL - HAITIAN COMMUNITY CONNECTION	68,082
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TOTAL REVENUES	10,362,278
TOTAL SALARIES & BENEFITS	7,313,014
OTHER EXPENSES	2,989,429

HAITIAN CCOMMUNITY CONNECTION GRANT
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET
FUND 8263 - HHAITIAN COMMUNITY CONNECTION			
Revenues			
Dept 810 - CCCHD			
8263-810-421000	INTERGOVERNMENTAL	0.00	50,000.00
8263-810-520000	ADVANCES IN	0.00	10,000.00
Total Dept 810 - CCCHD		0.00	60,000.00
TOTAL REVENUES		0.00	60,000.00
Expenditures			
Dept 810 - CCCHD			
8263-810-702000	SALARIES - EMPLOYEES	0.00	7,000.00
8263-810-711000	PERS	0.00	980.00
8263-810-714000	MEDICARE	0.00	101.50
8263-810-715000	DENTAL INSURANCE	0.00	0.00
8263-810-716000	LIFE INSURANCE	0.00	0.00
8263-810-717000	HEALTH INSURANCE	0.00	0.00
8263-810-718400	TRAVEL	0.00	0.00
8263-810-721000	OFFICE SUPPLIES	0.00	0.00
8263-810-744000	CONTRACT SERVICES	0.00	30,000.00
8263-810-830000	ADVANCES OUT	0.00	10,000.00
Total Dept 810 - CCCHD		0.00	48,081.50
TOTAL EXPENDITURES		0.00	48,081.50
Fund 8263 - HAITIAN COMMUNITY CONNECTION			
TOTAL REVENUES		0.00	60,000.00
TOTAL EXPENDITURES		0.00	48,081.50
NET OF REVENUES & EXPENDITURES		0.00	11,918.50



**Local Public Health
Services Collaborative, LLC**

110 A Northwoods Blvd.
Columbus, OH 43235
Phone 614-846-1911
Fax 614-781-9558
LPHSC.OH@gmail.com

August 24, 2022

Charles Patterson
Clark County Combined General Health District
529 E. Home Rd
Springfield, OH 45503

Below is the 2022 fee for participation in the Local Public Health Services Collaborative, LLC.
The fee can be paid in full or in four installment payments.

2nd Payment Reminder

Invoice for 2022	
Full payment:	\$ 8037

1. Please make checks Payable to Local Public Health Services Collaborative, LLC.
2. Tax ID 46-3735690
3. In the “Memo” section: “2022 Participation.”

If you have any questions, contact the Local Public Health Services Collaborative, LLC at 614-846-1911 or fax at 614-781-9558.

~ net 60 days unless otherwise indicated ~

PERSONNEL POLICIES
FOR THE EMPLOYEES
OF THE
CLARK COUNTY COMBINED HEALTH DISTRICT

Updated and Approved by the Clark County Combined Health District
Board of Health on February 16, 2017
Resolution # R 14-17

- *Updated March 16, 2017 by Board of Health Resolution #R 24-17 (Section 9.1, Public Health Ethics added.)
- *Update on July 31, 2017 to Appendix 6 "Use of Health District Automobiles" - Security section added.
- *Updated September 21, 2017 by Board of Health Resolution #R 84-17 (Section 5.2(A)1, anniversary vacation leave accrual language change.)
- *Updated November 16, 2017 by Board of Health Resolution #104-17; Section 13, Safety
- *Updated August 16, 2018 by Board of Health Resolutions #R92-18 , Section 52(A)2 vacation usage with prior service and #93-18, Section 4.8 post-probationary pay increase.
- *Updated September 20, 2018 by Board of Health Resolution #R 100-18, Section 9.15.1B exception of a single nose piercing stud 3MM or smaller.

PREFACE

HEALTH DISTRICTS

BOARD OF HEALTH

The Board of Health is a policy-making body. The Clark County Combined Board of Health has *seven (7) members*. One member of the Board of Health shall be a physician; the remaining members are distributed geographically to maintain equal representation of the district.

An employee may direct items to the Board's attention through the following channels:

- Level 1 Supervisor
- Level 2 Director
- Level 3 Assistant Health Commissioner
- Level 4 Health Commissioner
- Level 5 Personnel Committee of the Board of Health
- Level 6 Board of Health

Words contained within the Personnel Policy, whether in the masculine or feminine gender, shall be construed to include both **all** genders. The use of the masculine or feminine gender is for convenience only and is not to be construed as discriminatory by reason of sex.

Questions concerning this handbook and/or specific departmental operations should be directed to your immediate supervisor, division director, **Assistant Health Commissioner** or Health Commissioner.

Section 1.1(A)

**CONTRACTS, MEMORANDUMS OF UNDERSTANDING,
AGREEMENTS**

Section 1.4

DISSEMINATION, AMENDMENTS, AND SUGGESTIONS

The Health Commissioner, **Assistant Health Commissioner** and Directors shall regularly review these policies.

Recommended changes shall be submitted to the Personnel Committee of the Board of Health. Policies are in effect until the Board of Health adopts a written revision.

- C. Information that the Policy has been revised and updated shall be disseminated via email.
- D. Each employee shall place their signature on a form of acknowledgement that will be provided on the Company drive. These forms are to be returned to the Administrative Assistant to the Health Commissioner on a specified date.
- E. An employee having questions regarding any provision of this manual or any other procedure, rule or regulation should ask his immediate supervisor for clarification.
- F. The Board encourages employees to consider and recommend changes in policy. Matters not already addressed may be brought to the attention of the Health Commissioner or his designee.

Section 1.5 **EQUAL OPPORTUNITY EMPLOYER**

- A. The Clark County Combined Health District provides equal employment for all employees and job applicants and complies with all applicable state, federal and civil rights laws and requirements. The Health District does not discriminate nor base any personnel decision with respect to an individual's **gender identity**, race, color, religion, creed, age, ~~sex~~ **sexual orientation**, national origin or ancestry, political affiliation, military status, veteran status, **pregnancy status** or disability (except to the extent that the physical ability to perform the job is a bona fide occupational qualification). This policy includes, but is not limited to, recruitment and selection for employment, access to training programs sponsored by the Board, demotion, upgrade, transfer, promotion, and any other job-related concern.
- B. No employee shall aid, abet, compel, coerce or conspire to terminate, harass or cause another to resign because of **gender identity**, race, color, religion, creed, age, ~~sex~~ **sexual orientation**, national origin or ancestry, political affiliation, military status, **pregnancy status** or disability that can be reasonably accommodated.
- C. All similarly situated employees shall be treated in accordance with these policies and based on their respective merit, fitness, and bona fide occupational qualifications.
- D. A proven violation of this policy by any employee shall be considered justification for discipline up to and including dismissal.
- E. The Administrative Assistant to the Health Commissioner serves as the Equal Opportunity Employment Officer of the Health District.
- F. The Clark County Combined Health District shall not discriminate in hiring and promotion against applicants for, and participants of, the Ohio Works First Program established under Chapter 5107 of the Revised Code and the Prevention,

SECTION 2

RECRUITMENT, SELECTION, APPOINTMENT

Section 2.1 RECRUITMENT

- A. When the Board of Health approves a new position, or decides a vacancy shall be filled, the position, job description, qualifications, salary and application deadline shall be posted **electronically to all employees** ~~on the employee bulletin board~~ for a minimum of five (5) days.
1. During the posting period, anyone may apply for the posted position by submitting a written notice of interest, resume, or application to the Health District Administrative Office.
 2. The Health District Administrative Office shall maintain a file of posting notices for two (2) years.
- B. School placement services, colleges and universities, and local employment training programs may be contacted, when appropriate.
- C. Positions may be advertised in major area newspapers and posted on the Health District's website.
- D. Professional positions may be advertised in newspapers with national circulation, professional journals, newsletters, and posted on the Health District's website.
- E. Advertisements and postings shall include an Equal Employment Opportunity statement.
- F. Follow Recruiting Guidelines as listed in the Ohio Women, Infants, & Children (WIC) Policy and Procedure Manual.
- G. Employment applications shall be maintained for a period of two (2) years after receipt. Equal employment opportunity tracking forms shall be maintained separate from the application forms and for a period of two (2) years.

Section 2.2 SELECTION

- A. In order to be considered for a position or vacancy, an applicant shall submit a timely application or resume. Applicants for a position that require a license or degree may be required to furnish a copy of the license or degree.
- B. Resumes shall be reviewed and selected candidates shall be interviewed by the position's direct supervisor and reviewed by the Health Commissioner. Qualifications, not seniority, shall be used to determine internal transfers or

promotions.

- C. Reference checks, criminal background checks and job related testing procedures shall be conducted as appropriate. Job-related employment tests shall be administered in such a manner as to provide that the test results of an individual with a disability that imparts sensory, manual or speaking skills accurately reflect the skills, aptitude or other factors the test is intended to measure, rather than reflecting the impaired skills. This does not apply when the sensory, manual or speaking skills are the job-related factors being measured.
- D. The Health Commissioner is authorized to fill a vacancy in any position that has been previously approved by the Board of Health. In cases of temporary employment, the Health Commissioner has authority to appoint a temporary employee in an approved vacancy.
- E. Selection procedures shall be documented and the Administrative Office shall maintain interview notes, references and all materials including test results.
- F. Employment applicants shall be informed that the program follows the rules and regulations governing fair employment practices. Ohio Sunshine law is applicable to this process.
- G. Each external applicant being considered for an employment will be required to authorize the Health District, in writing, to conduct job reference checks, a criminal background check, a drug test, a TB test (healthcare personnel only), a driving records check and other applicable authorizations as a condition of employment. Failure to meet these requirements may disqualify an applicant for employment or further consideration.
- H. Each external application being considered for employment will be required to sign a statement stating that they do not and shall not smoke or use tobacco products of any kind.
 - 1. Any employee hired by the Clark County Combined Health District shall be tobacco-free. Suspicion of smoking or using tobacco products may lead to testing and discipline up to and including dismissal.
 - 2. Employees hired prior to July 1, 2016 who wish to be considered for promotion shall attend smoking cessation classes.
 - 3. Refer to Appendix 4, "Tobacco Policy", for further information.

DISQUALIFICATION OF APPLICANTS

- A. Filling a position is based solely on the candidate's fitness to perform the job, including suitability for the position, knowledge, skills, abilities, work history and record, work ethic, and job-related qualifications.

2. The availability of any necessary reasonable Americans with Disabilities Act (ADA) accommodations that do not create an undue hardship;
 3. Receipt of an acceptable criminal background check;
 4. Successfully passing a tuberculosis screening (**healthcare personnel**) (~~new hires only~~);
 5. A satisfactory drug screen test;
 6. Receipt of an acceptable driving records check and providing proof of motor vehicle liability insurance.
- B. The written conditional offer will include relevant information such as the effective date of appointment to the position, the job title and starting hourly rate or bi-weekly salary, notification of the employee's civil service status, and a reminder that the letter of appointment, and Health District policies do not constitute a contract of employment.
- C. An offer of employment will be rescinded when the employee does not accept the terms, conditions, rates of pay or benefits of employment, fails any of the conditions of employment, or when the Health District subsequently discovers that any disqualifying standard set forth in this policy applies.

Section 2.3 **APPOINTMENT**

A. EMPLOYMENT STATUS

1. Employees are classified as full time, part time, temporary, interim, intermittent, seasonal, or student intern.
 - a) **Full-time employees** shall work forty (40) regularly scheduled hours per week.
 - b) **Part-time employees** are regularly scheduled for less than eighty (80) hours in a pay period.
 - c) **Student Interns** are temporary employees scheduled to work as a part of a structured training program. Student interns include:
 - 1) Employees on public assistance who are classroom trained and then employed as Homemaker, Home Health Aides or Public Health Aides to work a field practicum.
 - 2) Students who are assigned to work at the Health District as a part of their educational program.
 - d) **Temporary employees** are full-time or part-time employees, who

his supervisor may request that the Health Commissioner audit the position. As a result of an audit, a revised job may be moved to another classification.

3. The job description shall be reviewed and revised as needed and presented to the Board of Health for approval.

C. ORIENTATION

1. All new employees shall participate in an orientation program to ensure basic understanding of overall Health District protocols, policies, procedures and training as required by the Workforce Development Plan.
2. Full-time and permanent part-time employee shall successfully complete the following training. Timelines for completion are listed below and in the Administration Orientation packet. A copy is given to each new hire.
 - a. National Incident Management System (NIMS), within six (6) months of hire;
 - b. Cross-Divisional Training, twice yearly;
 - c. Hospital Insurance Portability and Accountability Act (HIPAA) training, yearly;
 - d. Blood Borne Pathogens training as described in Section 6.4 of this Personnel Policy, yearly;
 - ~~e. Skillsoft Training, yearly, if available;~~
 - e. Culturally Linguistic and Appropriate Services (CLAS) training, yearly;
 - f. Public Health 101, one-time training, if available;
 - g. Safety Data Sheets (SDS), one-time training;
 - h. Social Services training on a five (5) year rotation basis;
 - i. "Embracing Quality in Public Health: PHAB Fundamentals for Public Health Practitioners, one-time training, if available;
 - j. Any other training deemed necessary and as assigned.
3. New employees are required to meet with the immunization nurse to determine, what, if any, vaccines are recommended. Recommended vaccines ~~are available to employees at no charge to them~~ **will be covered if not paid by medical insurance.**
4. New employees are required to meet with communicable disease nurse to discuss Communicable Disease Reporting and Investigation as well as Bloodborne Pathogen Safety and Requirements.
5. New employees shall also successfully complete ~~divisional~~ orientation within their division.

D. PROBATIONARY PERIOD / O.R.C. 124.30(B)

1. A newly appointed full-time or part-time employee shall serve a probationary period of one hundred and eighty (180) calendar days or other period as

noted in the job posting. There is no probationary period for intermittent employees.

2. An employee who has been promoted to a higher classification or accepts a transfer to another classification shall serve a probationary period as listed above.
3. An employee serving a probationary period after a promotion or transfer may be returned to his former classification and salary if work performance, behavior, or work attitude is not satisfactory.
4. ~~A new employee who resigns during a probationary period is not eligible for reinstatement.~~ There is no probationary period for employees who retire and rehire.

E.

PROMOTION

1. Vacancies shall be filled by promotion whenever a current Health District employee is determined by the Health Commissioner to be fully qualified for the position. The employee shall be tobacco-free or commit to following the tobacco policy as outlined in Appendix 4.

F.

VOLUNTARY DEMOTION

1. When an employee becomes unable to perform the duties of his position, but is able to perform the duties of a position in a lower classification, he may request in writing a reduction to the lower position. Approval of transfer is at the discretion of the Health Commissioner.
2. A demoted employee shall have his salary rate reduced to a level within the salary range of the lower classification.

G.

REINSTATEMENT

1. Upon approval of the Health Commissioner, an employee who resigns in good standing may upon written request be reinstated to his former position or a similar position within one (1) year of the resignation if the vacancy exists.
2. In order to be considered for reinstatement, the employee shall remain qualified to perform the duties of the position and reinstatement shall be in the best interest of the Health District.

H.

NEPOTISM/ASSIGNMENT OF RELATIVES

1. The Health District shall not employ family members of the Health Commissioner or Board of Health Members, and shall generally not employ members of the same family in the same work unit.

SECTION 3
SEPARATION FROM EMPLOYMENT

Section 3.1 **VOLUNTARY SEPARATION**

A. **RETIREMENT**

1. Retirement provisions are subject to the Ohio Public Employees Retirement System.
2. A retiring employee is expected to provide a written retirement notice at least 60 days in advance of the effective date of retirement. The notice must include a statement indicating the employee's intention to retire, the date the notice was given, the effective date of retirement, and the employee's signature. The retirement notice shall be retained in the employee's personnel file.
3. The written notice shall be submitted to the Health Commissioner's office for his acceptance.
4. A retiring employee shall not use vacation, personal, compensatory or sick leave during the notice period, except at the Health Commissioner's discretion.

B. **RESIGNATION**

1. Resignation in good standing for employees requires a minimum of fourteen (14) days advance notice. Exception: Management is required to give thirty (30) days advance notice.
2. Employees who resign are required to attend an exit interview with the Health Commissioner or **Assistant Health Commissioner** ~~his designee~~.
3. A resigning employee is expected to provide a written resignation notice that will include a statement indicating the employee's intention to resign, the date the notice was given, the effective date of resignation, the reason for the resignation, and the employee's signature. The resignation notice shall be retained in the employee's personnel file.
4. The written notice shall be submitted to the Health Commissioner's office for his acceptance.
5. An employee who does not resign in good standing shall be ineligible for reinstatement.

6. A resigning employee shall not use vacation, personal, compensatory, or sick, ~~or holiday~~ leave during the notice period, except at the Health Commissioner's discretion and the employee's last day cannot be a holiday.

C.

DISABILITY SEPARATION – OAC 123:1-30

1. In order to qualify for disability separation, an employee shall be hospitalized or institutionalized, be in a period of convalescence following hospitalization or institutionalization or be declared incapable of performing his duties.
2. During an extended, incapacitating illness or disability, including pregnancy, an employee may request an unpaid leave of absence. (See Section 5.3A LEAVE OF ABSENCE and FAMILY & MEDICAL LEAVE ACT)
3. If an employee has exhausted his leave of absence benefits and is unable to return to work, he may be given a disability separation.
4. An employee shall have a right to reinstatement within two (2) years of the original date of a disability leave in order to align with OAC 123:1-30.
5. Reinstatement rules shall be the same as those for any leave of absence without pay. (See Section 5.3A LEAVE OF ABSENCE)
6. Abuse of disability separation may render an employee ineligible for reinstatement.
7. An employee filling a position vacated by an individual on disability separation shall be on a temporary assignment. If the employee returning from disability separation is assigned to another position then the interim assignment may be made permanent.

D.

ABANDONMENT

1. An employee who is absent from duty without leave, including if FMLA time has expired, for three (3) consecutive days shall be deemed to have resigned his position. The resignation shall be reported to the Ohio Department of Administrative Services.
2. An employee who has abandoned his position is not eligible for future employment with the Health District.

for one-half (1/2) of his unused leave up to a maximum of 960 hours. The employee makes \$18.74 per hour and has an unused sick leave accumulation of 2,000 hours.

$50\% \times 2,000 \text{ hours} = 1,000 \text{ hours}$; the employee is only eligible to receive 960 hours $\times \$18.74 \text{ per hour} = \$17,990.40$ sick leave payout.

2. Payment shall be based on the employee's rate of pay at the time of retirement.
3. Payment shall eliminate all sick leave credit accrued by the employee at the time of payment. Payment shall be made to an employee in one payment.
4. An eligible employee who dies shall be considered to have terminated his employment as of the date of death. Sick leave conversion shall be paid in accordance with Revised Code Section 2113.04, or paid to the employee's estate.

B. HEALTH CARE BENEFITS CONTINUATION

1. When an employee is out of leave and on Family Medical Leave Act (FMLA) or other leave without pay situation (LWOP), health insurance payments (employee share costs) must be paid in a timely manner in order to continue health care coverage beyond the end of the current month in which the LWOP is taken.

2. COBRA

In certain instances, employees and their families have the right to temporarily extend their health care benefits at group rates, according to Federal law.

Procedure for notifying employees of COBRA rights:

- a) Each employee shall be notified ~~by the County Auditor's Office~~ of this policy at the time he begins coverage under the Board's health care plan.
- b) Spouses of all covered employees shall be notified of this policy and its provisions at the time family or spouse coverage begins under the Board's health care plan.
- c) Notification of the employee's spouse shall be deemed to serve as notice on dependent children.
- d) Within thirty (30) days the employee or a family member shall notify the Plan Administrator of any of the following "qualifying events":

- Divorce or legal separation;
 - Disability;
 - A child losing dependent status under the plan.
- e) Within sixty (60) days the employer is responsible for notifying the Plan Administrator of any of the following "qualifying events":
- Employee's death;
 - Employee's termination;
 - Employee's reduction in hours, making him/her ineligible for benefits; or
 - Employee's eligibility for Medicare.
- f) The employee/dependent shall notify the Plan Administrator of his decision to extend coverage within sixty (60) days of the qualifying event or the date of notice.

C. PUBLIC EMPLOYEES RETIREMENT SERVICE – DISABILITY/SURVIVOR BENEFITS

1. If an employee at the time of death has at least eighteen (18) months of credit in the Ohio Public Employees Retirement Service, his spouse, children or parents may be entitled to survivor benefits.
2. If an employee has five (5) years credit, is under age sixty (60) and is permanently and totally disabled, he may receive disability benefits. Disability payments are calculated by OPERS based on applicable rules and the designated disability plan.

D. ACCRUED LEAVE

At the time of separation, an employee shall be paid his current hourly rate of pay for vacation, personal, and/or compensatory time credit.

Section 3.4 LAST DAY POLICY

1. An employee must be present his last day of work unless his absence is approved by the Health Commissioner.
2. Upon separation from employment for any reason, an employee is required to meet with the Health Commissioner or his designee for the purpose of processing paperwork and returning Health District property.

The Health Commissioner or his designee shall inform the employee of all termination benefits, verify forwarding addresses for the employee and any dependents, obtain necessary signatures and collect all **CCCHD provided logo** uniforms, identification cards, equipment and keys.

SECTION 4
COMPENSATION

Section 4.1 WORK WEEK

- A. The workweek begins and ends at midnight on Sunday. The workweek is 40 hours.
- B. Flextime: Flextime shall be used, once approved by the supervisor, to alter the workday. Flextime may be performed from 7:00 ~~7:30~~ a.m. to 9:00 p.m. ~~with the starting time no later than 12:00 p.m.~~ unless otherwise approved by the supervisor. The only exception to this rule is for non-regularly scheduled evening and weekend events. A forty (40) hour workweek shall be maintained when using flextime.

The employee shall complete the flextime work schedule and have it approved ~~prior to the workweek~~ by the supervisor.

Section 4.2 PAYDAY

- A. Employees shall be paid every other Friday for the period ending the previous Sunday. If a holiday falls on a payday, paychecks shall be issued the preceding Thursday.
- B. Questions regarding paychecks shall be directed to the employee's supervisor or fiscal officer.
- C. Pay advances are not permitted.
- D. Employees are responsible for maintaining a bi-weekly time card and submitting it as directed by their supervisor, division director or Health Commissioner. If the employee is unexpectedly absent, the time card shall be turned in immediately upon returning to work.
- E. If an employee has a pre-approved absence on the last Friday of the pay period, the time card shall be turned in prior to the absence.

Section 4.3 PAYROLL DEDUCTIONS

A. OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM (OPERS)

A certain percentage will be deducted from the gross pay of each employee and will be paid to OPERS. The Board will also contribute an additional percentage as shown below:

<u>Employee</u>	<u>CCCHD</u>
10.0% of gross pay	14.00% of gross pay

The percentages may change at the direction of the OPERS Board of Directors.
(See Section 5.1 D: PUBLIC EMPLOYEES RETIREMENT SYSTEM)

B. INCOME TAXES

State, federal and local taxes shall be withheld as required by law. An employee shall complete a withholding tax form W-4 at the time of initial employment and inform the Administration Office of any change in dependents, marital status or address. **For City tax purposes, any days worked entirely outside of the city limits may be waived city taxation. Please contact the City of Springfield for information.*

C. MEDICARE TAX

All employees hired on or after April 1, 1986, shall have Medicare taxes deducted in the amount of 1.45% of the employee's gross pay.

D. GARNISHMENTS

(See Section 9.14 GARNISHMENTS)

E. DEFERRED COMPENSATION

1. An employee may have a portion of his income deferred to a Deferred Compensation Program.
2. Deferred compensation programs exist in addition to any retirement, pension or benefit system established for the benefit of employees of the Health District. Deferral of income under a Deferred Compensation Program shall not effect any retirement, pension or other benefit provided by law.
3. A sum deferred under the Deferred Compensation Program shall not be included when computing taxes withheld on behalf of the employee, except for municipal income tax.

F. AUTHORIZED DEDUCTIONS

An employee may authorize payroll deduction for United Way, savings bonds, credit union, insurance coverage and other items approved by the Board of Health. The County Auditor may refuse to make deductions which are not required by law, are below certain set minimum amounts or which occur at irregular intervals.

Section 4.4 **PLACEMENT ON SALARY SCHEDULE**

- A. A newly appointed employee shall be placed on the established salary schedule within the grade established for his position. Placement within the grade shall be commensurate with the employee's prior health experience in positions with similar responsibility and requirements.

- B. Employees promoted to a higher pay classification shall be placed at the minimum salary on the established salary schedule within the grade established for the new classification or at a pay level commensurate with a ~~ten five percent (5%)~~ (10%) increase, whichever is greater unless a Director or Supervisor ~~the position is part of the Management Team. Management Team members~~ For Directors and Supervisors, upgrades to salary above the minimum pay class or over fifteen ~~five percent (5%)~~ (15%) will be approved by the Personnel Committee of the Board of Health upon recommendation by the Health Commissioner.
- C. An employee who retires from the Clark County Combined Health District and is rehired in the same position shall be placed ~~at the entry~~ up to the mid-point level salary of the paygrade.
- D. Individuals being considered for an annual increase and a position upgrade at the same time will have the annual increase take effect on their anniversary date for their current position. After director recommendation and Board approval, the position upgrade will be implements as specified in the Board's resolution.
- E. When the payscale changes, any potentially affected individuals will be placed at the new minimum of the payscale prior to any calculation of raise or upgrade. A raise in the pay grade system will not affect an individual until their next raise situation. In addition, those employees on probation at the time the payscale is adjusted will be moved to the bottom of their new pay range once they have completed the probationary period.

Section 4.5 **ANNUAL REVIEW**

- A. Full-time and part-time employees shall receive annual reviews in November or December of each year. Salary adjustments shall be made in January of each year and shall be based upon performance and approval by the Board of Health. ~~The Board of Health may consider 360 evaluations for supervisory personnel.~~
- B. Employees shall complete ~~a 180 day probationary period one full year of employment~~ with the Health District before being eligible for a salary adjustment based on performance and approval by the Board of Health. ~~New employees shall receive salary adjustment on first year anniversary and thereafter in accordance with Section (A) of this policy.~~

Section 4.6

OVERTIME COMPENSATION – OAC 4111.03

A. STAFF

Staff members are those employees who hold positions that are not administrative, professional or executive as defined by the Fair Labor Standards Act.

1. In general, Health District employees shall not work more than forty (40) hours in a single workweek. Flexible scheduling shall be used to cover services within regularly scheduled hours. When overtime work cannot be avoided and a flextime schedule cannot be maintained within forty (40)

- After hours is defined as an emergent issue or activity as defined by the Health Commissioner or the Division Director
5. Mileage normal workday - Staff reporting to work Monday through Friday to an alternate work location. The number of miles to be claimed will be the difference between their home and the Health District and their home and the alternate work location if the alternate work location is further than the Health District. Example: It is 10 miles from John Doe's home to CCCHD. It is 12 miles from John's home to Northwestern High School (alternate work location). John may claim 2 miles.
 6. Weekends and after hours - when staff works on the weekends or after hours, whether they are called in or are scheduled to work, they will be paid mileage and time when they leave their home until they arrive back home directly after their assignment.
 7. Employees traveling on Health District business are required to wear safety belts at all times.
 8. An employee who chooses to use his own vehicle for an out-of-state trip shall be reimbursed at an amount not to exceed the cost of air transportation at the lowest rate available.
 9. Reimbursement for ferry and taxi fares, bridge, highway and tunnel tolls, parking and garage charges may be claimed.
 10. Reimbursement for rental cars may be authorized by the Health Commissioner. The rental car must be more economical than any other type of transportation
 11. An employee planning to travel out of county for any work-related event must submit an Out of County travel request to their ~~supervisor~~ **Division Director, Assistant Health Commissioner or Health Commissioner** for approval. Mileage shall not be paid to an employee who does not have an approved form.

B. LODGING

1. The cost of lodging shall be reimbursed with the prior approval of the supervisor and Health Commissioner. Reimbursement may be considered for lodging within a seventy-five (75) mile radius of the Health District if a meeting is scheduled for two (2) or more consecutive days.
2. ~~It is preferred that employees of the same sex attending a meeting or conference share a room. Special circumstances shall be brought to the attention of the supervisor or Health Commissioner.~~

~~3. Only business telephone calls shall be reimbursed.~~

C. MEALS

1. Meals are reimbursable when overnight lodging is required. ~~The total meal reimbursement of actual dollars spent under normal conditions is not to exceed a per diem of thirty five (\$35.00) dollars (if banquet, get receipt).~~ Meals prepaid by the Health District as part of a meeting, conference or hotel expense are not reimbursable to employees. The following breakdown will be used for meals: ~~fifteen seven (\$7) (\$15) dollars are available for breakfast; eighteen ten (\$10) (\$18) dollars are available for lunch; and thirty dollars eighteen (\$18) (\$30) for dinner.~~ Travel to larger cities (e.g. Chicago, Washington, D.C.) may require a higher per diem for meals, for example: ~~twenty five (\$15) (\$20) dollars are available for breakfast and lunch; thirty-five twenty-five (\$25) (\$35) dollars are available for dinner.~~ Per diem for these larger cities shall be established prior to any trip using the out-of-state travel request form. These receipts shall be approved on a case-by-case basis. Tips up to ~~15%~~ 20% shall be reimbursable, not to exceed the allowable meal amount. Prudent use of tax dollars shall be a concern for all employees.
2. No reimbursement shall be made for meals within Clark County or within ten (10) miles of an employee's residence, unless the meal is an integral part of an approved meeting or conference.
3. Alcoholic beverages and entertainment shall not be reimbursed.

D. CELLULAR CHARGES ~~When the Director, Assistant Health Commissioner or Health Commissioner requires an employee to be available by cellular phone, the health district shall supply a phone or reimburse the employee for use of their personal phone based on the reimbursement rates on the Cell Phone Option Plan form.~~

~~When not supplied by the Health District, employees with assignments outside their main office may be reimbursed a reasonable expense for personal cellular phone calls made for health district business.~~

- ~~2. Cellular phone usage shall be kept to a minimum. No excessive use will be reimbursed. The supervisor, director and/or the Health Commissioner shall determine appropriateness of usage.~~
- ~~3. Copies of receipts or bills shall be clearly marked to show the health district business calls and the actual cost of the calls. For calls shown within a monthly package plan, reimbursement shall normally be figured based on the monthly rate divided by the allotted minutes (i.e. \$24.99/250=\$0.10 per minute.)~~

E. Request for reimbursement of travel expenses and cellular phone charges shall be made on the travel reimbursement form and shall be submitted to the Supervisor upon return to work. Receipts for all expenditures shall be attached.

SECTION 5

BENEFITS

Section 5.1 INSURANCE

A. HEALTH/LIFE INSURANCE

1. At the beginning of the month following thirty (30) days of employment, all full-time employees working **thirty (30)** ~~thirty two (32)~~ regularly scheduled hours perweek are eligible for health, dental, and life insurance as selected by theBoard of Health. Part-time, temporary, interim, intermittent and seasonalemployees are not eligible for health, dental, or life insurance coverage.
 - a) Full-time, eligible employees may be required to pay a portion of health care insurance. The Board of Health shall pay the remainder of the premium.
 1. When an employee is out of leave and on Family Medical Leave Act (FMLA) or other leave without pay situation (LWOP), health insurance payments (employee share costs) must be paid in a timely manner in order to continue health care coverage beyond the end of the current month in which the LWOP is taken.
 - b) The Board provides a \$20,000.00 term life insurance policy and a \$20,000.00 accidental death and dismemberment policy to all full-time employees while employed by the Health District.

B. DENTAL INSURANCE

The Board of Health shall pay **at least** 80% of the premium for single coverage for the ClarkCounty Combined Health District full-time, eligible employees that regularly work **thirty (30)** ~~thirty two (32)~~ hours per week. The employee shall be responsible for paying theremainder of the premium for single or family coverage, **if elected.**

C. WORKERS' COMPENSATION

1. State law provides that every Health District employee is eligible for Workers' Compensation for injuries arising out of, or in the course of, his employment. Guidelines for administering Workers' Compensation are set forth below.

<u>Years of Service</u>	<u>Vacation days</u>	<u>Hours accrued per 80 hour pay period</u>
Less than 1 year	None	None
1 up to 5* years	10 Workdays	3.08
5 up to 10* years	15 Workdays	4.62
10 up to 15* years	20 Workdays	6.16
15 up to 20* years	22.5 Workdays	6.9
20 up	25 Workdays	7.70

* Upon reaching the 5th, 10th, 15th, and 20th anniversary of employment with CCCHD, all full-time employees shall be credited with one (1) additional week of vacation and will begin to accrue vacation leave at the higher rate.

* Upon reaching the 5th, 10th, 15th, and 20th anniversary of employment, all permanent part-time employees with regular hours of service totaling less than 40 hours per week and whose service totals at least 520 hours annually, will begin to accrue vacation leave at the higher rate.

2. After one (1) year of service with the Clark County Combined Health District, full-time and permanent part-time eligible employees shall be credited with vacation earned during the first year of employment. Vacation leave may be taken only after one (1) year of employment. If an employee terminates his employment prior to serving one (1) full year with the Health District, he shall receive no vacation pay. Temporary, interim, intermittent, and seasonal part-time employees shall not be eligible for vacation leave.

2a. Employees who have at last one year of prior service in a political subdivision in the State of Ohio do not have to wait one year before using vacation leave, per Ohio Revised Code, Section 325.19(A)1. **Employee must provide proof of prior service.**

3. Service time for eligible employees shall be determined by the employee's total prior service with the Board of Health, the State of Ohio or any political subdivision of the State. Prior service need not be continuous. Prior service credit must be submitted within one (1) month of the date of hire to have accruals begin at a higher rate. Prior service credit submitted after one (1) month shall not be retroactive. An employee who has retired in accordance with the provision of any retirement plan offered by the state and who is employed by any political subdivision of the state shall not have prior service with any political subdivision of the state.

4. Employees hired prior to January 1, 2008 shall take vacation leave within thirty-six (36) months of the date of accrual. No additional vacation leave shall accrue to an employee who has three years of unused vacation credit. The employee shall be

notified when he has reached his maximum accrual. Accrual shall resume once the employee begins to use the accrued vacation.

Employees hired after January 1, 2008 shall take vacation leave within twenty-four (24) months of the date of accrual. No additional vacation leave shall accrue to an employee who has two (2) years of unused vacation credit. The employee shall be notified when he has reached his maximum accrual. Accrual shall resume once the employee begins to use the accrued vacation.

5. Vacation leave requests shall be submitted to the employee's immediate supervisor for approval prior to the event. The employee's supervisor shall use their discretion to grant vacation leave in order to provide for the delivery of services.
6. Vacation leave may be scheduled up to six (6) months in advance and will be granted on a first-come, first-served basis and may be denied during a specific time period if the Health District workload is too heavy.
7. If an employee becomes ill during vacation leave, he shall notify their supervisor or Director. The Health Commissioner shall determine if vacation can be converted to sick leave.
8. Vacation leave shall be charged in minimum units of one-half (1/2) hour.
9. Vacation leave taken for Family and Medical Leave Act (FMLA) qualifying reasons shall run concurrently with FMLA.
10. An employee could be paid for up to 40 hours of their vacation leave annually if they have a balance of at least 160 vacation hours. See Appendix 5, "Sick and Vacation Leave Conversion Policy", for further information.

B. HOLIDAYS

Full-time employees shall receive the following paid holidays:

New Year's Day	Columbus Day
Martin Luther King, Jr. Day	Veterans' Day
Presidents' Day	Thanksgiving Day
Memorial Day	The day after Thanksgiving Day
Juneteenth	Christmas Eve Day
Independence Day	Christmas Day
Labor Day	

In addition, the Board of Health may, from time to time, designate any other day as a holiday without precedent.

1. **Permanent** Part-time employees receive holiday pay for only those hours they would normally be regularly scheduled to work that day of the week. **The look back to define regularly scheduled is three (3) weeks.**

2. If a holiday falls on a Saturday, it shall be observed on the preceding Friday. If a holiday falls on Sunday, it shall be observed on the following Monday.
3. If an employee is required to work on a holiday, he shall receive overtime compensation at the appropriate regular or overtime rate for hours worked in addition to his regular straight-time holiday pay following exempt and non-exempt status provisions.
4. An employee on vacation or sick leave during an observed holiday, shall not have the holiday charged against his vacation or sick, but instead shall have the time credited as an observed holiday.
5. An employee shall not receive holiday pay if he is on an unpaid leave of absence.
6. An employee on an unpaid leave of absence the day before or after a holiday shall not receive pay for the holiday.
7. An individual must be an employee the days before and after a holiday to receive pay for the holiday. Exception: those who retire at the end of a month with a holiday will be paid for the holiday.

C. SICK DAYS

1. ~~All full-time and permanent part-time~~ Employees shall receive sick leave accrued at the rate of four and sixty-two hundredths (4.62) hours for each eighty (80) hours of service. Sick leave shall be earned only when an employee is on active pay status (i.e. for only those days for which the employee is actually paid). The amount of sick leave any one employee may accrue is unlimited.
2. ~~Temporary, intermittent, and seasonal employees are not eligible for sick leave.~~
3. Sick leave is a benefit provided to public employees to aid them in offsetting the financial burden of an illness. Employees are expected to be in attendance daily, and sick leave is only to be used in cases of illness or bereavement as defined in this policy. Sick leave is a form of insurance and is not intended to be "extra days off". Just as an employee would only claim health insurance benefits when actually ill and needing treatment, an employee may only use sick leave when incapacitated by illness or as otherwise provided in this policy.
4. An employee who transfers between departments of the Health District or from another public agency, or who is reappointed or reinstated, shall be

credited with the unused balance of his accumulated sick leave, provided the time between separation and reappointment does not exceed ten (10) years. "Public agency", as used above, includes the State, counties, municipalities, boards of education, public libraries and townships within the State of Ohio. An employee is responsible for providing this information at the time of employment.

5. An employee requesting sick leave shall inform his supervisor, director, the Administrative Assistant to the Health Commissioner (AAHC), or the Health Commissioner (in the stated order) using the information on the Health District Telephone Tree, ~~within~~ **by** one (1) hour prior **if possible** to the scheduled starting time on each day of the absence, unless previously approved by the supervisor, hospitalized or if a physician's statement has been provided containing an expected date of return. A voice mail message is not acceptable. Employees may call ~~in~~ or text their request for sick leave. The absence is not valid without a response from the supervisor, director, the AAHC, **the Assistant Health Commissioner** or the Health Commissioner.
6. If an illness or disability continues beyond the time covered by earned sick leave, an employee shall use earned vacation leave and compensatory time before requesting an unpaid Leave of Absence. (See Section 5.3 A: LEAVE OF ABSENCE AND FAMILY & MEDICAL LEAVE.)
7. An employee who is on sick leave requiring medical attention for more than three (3) days may be required to provide a physician statement. An employee who is on extended sick leave under a physician's care may be required to submit a monthly statement from the physician stating the status of the illness/injury. Upon return to work, the employee shall furnish a statement from the physician certifying his ability to perform the job duties. (See Section 5.3 A: LEAVE OF ABSENCE AND FAMILY & MEDICAL LEAVE.)
8. The Health Commissioner has the authority to investigate the reasons for an employee's absence, including requiring a physician's statement.
9. An employee fraudulently obtaining sick leave or anyone found falsifying sick leave records shall be subject to disciplinary action in accordance with Section 11: DISCIPLINE of this manual.
10. Sick leave may be used for the following purposes:
 - a. Illness, injury or pregnancy related condition of the employee; or illness, injury or pregnancy related condition of a member of his immediate family, where the presence of the employee is reasonably necessary;
 - b. Exposure of employee to a contagious disease that would have the

potential of jeopardizing the health of the employee or the health of others;

- c. Medical, dental or optical examinations or treatment of employee; or medical, dental or optical examinations or treatments of members of the employee's immediate family, where the presence of the employee is reasonably necessary, and the appointment cannot be scheduled during non-work time; and
 - d. Care of employee's wife during the post-natal period. This leave shall not exceed ~~five (5)~~ **ten (10)** working days unless circumstances warrant moretime. (See Section 5.3 A LEAVE OF ABSENCE AND FAMILY & MEDICAL LEAVE.)
11. For purposes of this policy "immediate family" is defined as spouse, parents, children, siblings, grandparents, grandchildren, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, or legal guardian or other person who stands in the place of a parent.
12. Sick leave shall be charged in initial units of one-half (1/2) hour and subsequent units of 15 minutes.
13. An employee absent on sick leave shall be paid at his regular rate of pay.
14. Sick leave may be used for bereavement leave in the death of a member of the employee's family, the leave not to exceed three (3) working days. For purposes of bereavement leave, family is defined as spouse, children, step-children, parents, step-parents, siblings, grandparents, great-grandparents, grandchildren, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, legal guardian or other person who stands in the place of a parent. Under special circumstances, the Health Commissioner shall approve bereavement requests on a case-by-case basis.
15. If an employee has a balance of at least 200 sick leave hours, he may voluntarily transfer up to 80 hours of vacation or sick leave within a 12 month period.
- a. This donated leave shall be for sick leave usage and only if a recipient has depleted all of their leave balances.
 - b. There is a cap of 40 hours per recipient from each donor.
 - c. An employee shall not solicit transfer of sick leave from another employee.

- C. Employees who are at risk of exposure to blood-borne or contagious diseases are to follow a system of "universal precautions" to limit the spread of infection in the workplace.
- D. Supervisors shall instruct employees about any special precautions necessary in individual work areas.
- E. Employees who are at risk shall attend and complete an annual Blood-borne Pathogens training held at the health district three (3) to four (4) times per year at no cost to the employee.
- F. Those required to attend these trainings are as follows: sanitarians and environmental health secretaries; all home visitors; all nursing staff, including the epidemiologist, health educators, and nursing secretaries; the Emergency Preparedness Coordinator; custodian; and receptionists.
- G. While blood-borne pathogen training is not required for the following employees, it is highly recommended that they avail themselves of the training: Vital Statistics personnel; Administrative Assistant to the Health Commissioner; IT staff; Fiscal Officer; Early Childhood secretaries; and the Grants Accountant.
- H. An employee concerned about being infected with a contagious disease while in the workplace shall convey this concern to his supervisor.
- I. Any employee who refuses to work with or perform services for a person known or suspected to have a contagious disease is subject to discipline, up to and including discharge. If an employee tests positive for TB test, medical treatment must occur. Failure to follow approved guidelines given by the TB physician may result in termination.

Section 6.4.1 **TUBERCULOSIS (TB) TESTING**

All employees of the Health District who are in a sensitive occupation, shall receive TB testing ~~yearly~~ **according to the current Center for Disease Control (CDC) guidance**. If an employee tests positive for TB, medical treatment must occur. Failure to follow approved guidelines given by the TB physician may result in termination.

Section 6.5 **HOURS OF WORK**

A. **REGULAR HOURS**

Regular working hours are Monday through Friday **between 7:00 a.m. and 6:00 p.m.** ~~8:00 a.m. until 5:00 p.m.~~ Some Health District employees may be required to work a flexible schedule in order to provide required services at times outside regular working hours.

B. **LUNCH PERIOD**

1. Each employee shall receive no less than one-half hour up to one hour lunch break each day, scheduled by the supervisor.
2. Lunch periods shall normally be taken between the hours of 11:00 a.m. and 2:00 p.m. at a time designated by the employee's supervisor.
3. An employee may not work through the lunch period in exchange for arriving at work late or leaving early, unless expressly authorized by the supervisor on a case-by case basis.
4. Employees shall be released from all responsibilities during their lunch periods.
5. Lunch periods may not be accumulated for any reason.
6. Lunch periods shall not be considered time worked for the purpose of calculating overtime.
7. If an employee works more than eight (8) hours, he shall receive a fifteen minute break.
8. If a mandatory event, for example, training or a presentation is held during the lunch period and requires the employee's attendance, the employee may still take up to an hour for his lunch period.
9. If an event, for example, non-mandatory training or a potluck is held during the lunch period and the employee attends the event, the employee shall not take an additional lunch period.
10. An employee working in the field during lunch hours shall abide by the following:
 - a. Each employee shall receive no less than one-half hour up to one hour lunch break between the hours of 11:00 a.m. and 2:00 p.m.
 - b. The employee shall not be paid mileage to travel to the lunch destination for the lunch hour.

needs of the Health District, previous training experience of the employee and duty coverage shall be considered in making the decision.

2. An employee requesting out-of-county travel to attend a seminar, workshop or meeting shall submit an out-of-county travel request form to the supervisor. ~~The request form shall be submitted in sufficient time to be reviewed by the Health Commissioner.~~

Section 8.3 **WORKFORCE DEVELOPMENT PLAN**

1. The Health District has put in place a Workforce Development Plan in an effort to assist employees with professional growth through training.
2. Specific training is required for all full-time and permanent part-time employees. Some training is yearly. A list of trainings is shown below, but is not to be considered all-inclusive as other trainings may be added as the need arises:
 - a. National Incident Management System (NIMS), within six (6) months of hire;
 - b. Cross-Divisional Training, twice yearly;
 - c. Hospital Insurance Portability and Accountability Act (HIPAA) training, yearly;
 - d. Blood Borne Pathogens training as described in Section 6.4 of this Personnel Policy, yearly;
 - e. ~~Skillsoft Training, yearly, if available;~~
 - f. Culturally Linguistic and Appropriate Services (CLAS) training, yearly;
 - g. Public Health 101, one-time training, if available;
 - h. Safety Data Sheets (SDS), one-time training;
 - i. Social Services training on a five (5) year rotation basis;
 - j. "Embracing Quality in Public Health: PHAB Fundamentals for Public Health Practitioners, one-time training, if available;
 - k. Any other training deemed necessary and as assigned.

11. Public health institutions should ensure the professional competence of their employees.
12. Public health institutions and their employees should engage in collaborations and affiliations in ways that build the public's trust and the institution's effectiveness.

Section 9.2 **ATTENDANCE AND TARDINESS**

- A. The Health District considers regular, predictable on-time (on-time is defined as at your work station and ready to work) attendance an essential job function and important component of effective operations. Therefore, consistent, punctual attendance is expected of each employee in the performance of their job.
- B. Supervisors are expected to ensure compliance with this attendance and punctuality policy and monitor absences, tardiness, patterns of excessive use of leave, or other abuse.
- C. The Health District recognizes that there will be occasions when an employee is not able to come to work because of illness, injury, weather emergencies or other occasions specified in this manual. Leaves are provided for such instances up to a prescribed limit, and in accordance with the leave's terms and conditions.
- D. Employees are required to request leaves and report absences from work for vacation, sick leave, personal leave and other reasons in accordance with the notification and approval requirements specified in this manual. Taking leave without notification and approval is prohibited.

1. ABSENCE

- a. When an employee is unable to report to work ~~on-time~~, he shall notify his supervisor, director, the Administrative Assistant to the Health Commissioner, **Assistant Health Commissioner** or Health Commissioner (in the stated order) using the information on the Health District Telephone Tree, within one (1) hour prior to the scheduled starting time on the first day of absence and each day thereafter, unless emergency conditions make it impossible or prior arrangements have been made with the supervisor. A voice mail message is not acceptable; you must make **text or** voice contact.
- b. On the day the employee returns to work after an absence he shall report to his supervisor and complete a Leave Request form. The supervisor shall review the form and any accompanying documents to determine if the employee's absence is an approved absence.

2. TARDINESS

- a. Employees are expected to arrive at work promptly and remain at work until the end of the scheduled workday. When an employee reports to work after the scheduled starting time, the employee will be considered tardy unless the employee has obtained prior approval from his supervisor to arrive late.
- b. Tardiness shall be defined as late arrival at the employee's work location. A tardy employee shall notify his supervisor, director, the Administrative Assistant to the Health Commissioner, **Assistant Health Commissioner** or the Health Commissioner (in the stated order) using the information on the Health District Telephone Tree, within one (1) hour prior to the scheduled starting time, unless previously approved by their supervisor. A voice mail message is not acceptable; you must make **text or** voice contact.
- c. Any deviation from an employee's work schedule shall be authorized by his supervisor in advance and noted on the weekly time card.
- d. Tardiness on a recurring basis is not acceptable.
- e. When tardy, an employee may not be paid for the time that he was late, and may be subject to appropriate disciplinary action.

3. FREQUENCY OF ABSENCES

- a. Regular attendance is expected of employees.
- b. In order to encourage regular attendance the following guidelines shall be used to respond to employee absences:
 1. When an employee's absences begin to affect the workload of other employees or the ability of the Health District to provide services, the employee's supervisor shall meet with the employee and discuss the concern. This meeting shall be documented in the employee's personnel file as a verbal instruction and cautioning.

An employee who has received a verbal reprimand for absences shall be required to submit a doctor's note or other appropriate documentation of the reason for each absence for the next four (4) month period.

2. During the period following a verbal reprimand for absences, if the employee's absences continue to affect the workload of other employees or the ability of the Health District to provide services, the supervisor shall proceed through the progressive discipline process.

Section 9.3 **OUTSIDE EMPLOYMENT**

- A. Employees of the Health District are not permitted to have outside employment which conflicts with the policies, operations and objectives of the Health District.
- B. Outside employment shall be allowed when the following provisions are met:
 - 1. The employee reports the outside employment to their supervisor.
 - 2. The interests of the second employer do not conflict with those of the Health District.
 - 3. The second job does not have a negative impact on the employee's job performance.
 - 4. Employment with the Health District is the employee's primary job and time conflicts are resolved in favor of the Health District.
- C. When an employee's supervisor has reason to believe the demands of a second job are having a negative impact upon an employee's performance or availability, the employee shall be counseled. If the situation is not resolved, appropriate disciplinary action shall result.

Section 9.4 **DEPARTMENT EQUIPMENT**

- A. Employees are responsible for keys and/or other equipment assigned to them and shall return them upon termination of employment. Employees may be required to pay for lost equipment.
- B. Lost keys shall be immediately reported to the Health Commissioner.
- C. Use of Health District equipment, machines and property for purposes other than Health District business is prohibited unless expressly approved by the Health Commissioner according to Section 9.4(E)3 of this policy. This includes, but is not limited to, the use of ~~typewriters, duplication or copying~~ **printers or copy** machines, bulletin boards, computers and facsimile machines.
- D. A member of the management team shall approve the removal of equipment or supplies from the Health District offices, noting when it is removed, when it shall be returned, and the individual responsible for its return.
- E. **COMPUTER SOFTWARE AND DATA**
 - 1. The Health District provides computers, software, printers and other peripherals so employees may efficiently and effectively perform job duties and responsibilities. The security and integrity of the computer system, computer

- F. Employees shall not use any Health District computer or mobile device to promulgate lewd, obscene, offensive, or harassing emails.

Social Networking

- A. The Health District has a legitimate business interest regarding comments made by its employees on the Internet, and therefore expects employees to be positive and supportive of the Health District when posting comments or material on sites such as Facebook, Twitter, MySpace, ~~MySpace~~ Instagram, YouTube and other social networking sites, personal web pages, blogs or other means of Internet communication or expression.
- B. In general, Internet social networking, blogging and posting which is made available for access and review by any person in the general public [even when done on an employee's own personal time and computer] shall not in any way be negative, disrespectful or unsupportive of coworkers, supervisors, the Health Commissioner, or members of the public and shall not include any negative or disparaging remarks about the Health District or any person or entity associated with it.
- C. This policy does not prohibit employees from discussing work issues and concerns in on-line conversations or blogs solely and exclusively among coworkers. However, work problems are encouraged and expected to be submitted through the proper channels as specified in this manual.
- D. Employees are prohibited from displaying or using the Health District's logo, trademarks or other proprietary material on a personal web page, social networking site or any other Internet site without specific written prior authorization by the Health Commissioner.
- E. The Health Commissioner retains the right to monitor comments and postings made by employees on social networking and other Internet sites, whether they were made at work or on the employee's own time and not on a Health District computer. Employees shall expect no right of privacy as it pertains to comments they make on the Internet.

Section 9.5 **WORKPLACE VIOLENCE**

Zero Tolerance - The Board of Health is committed to providing a work environment that is safe, secure and free of harassment, threats, intimidation and violence. In furtherance of this commitment, the Board enforces a zero tolerance policy for workplace violence. Consistent with this policy, threats or acts of physical violence, including intimidation, harassment, and/or coercion which involve or affect Health District employees, or which occur on County, City or Health District property, will not be tolerated. Health District employees who are found to have committed acts of workplace violence will receive discipline, up to and including termination, and possible criminal prosecution, depending

D. Unclassified employees are not prohibited from participating in any lawful political activity.

E. Health District funds are not to be used for any political partisan activity.

Section 9.7 **HARASSMENT**

- A. It is illegal and against policy to harass others on the basis of **sex sexual orientation, gender identity**, race, color, national origin, religion, age, disability, and other personal characteristics that are protected by federal, state, or local law.
- B. The Health District prohibits and will not tolerate harassment, discrimination and retaliation in the workplace. The prohibitions and requirements specified in this policy apply to all employees and to anyone engaged in business with, or on behalf of the Health District.
- C. Harassment can involve co-workers, supervisors, vendors, or member of the general public. Also recognize that a harasser can be male or female, and can include harassment of persons between the same or opposite sex.

SEXUAL HARASSMENT

Sexual Harassment is defined as any unwelcome sexual advance, request for sexual favor or other verbal or physical conduct of a sexual nature, when:

1. Submission to the conduct is made a condition of employment;
2. Submission to or rejection of the conduct is used as the basis for an employment decision; or
3. The conduct interferes with job performance or creates an intimidating, hostile or offensive working environment.

Sexual harassment does not refer to generally acceptable, pleasant or friendly interactions, as long as no reasonable person is offended. Common courtesy, common sense and observation of others' reactions to what is said and done encourages a friendly work environment free of sexual harassment.

The Clark County Combined Health District neither condones nor tolerates sexual harassment in the workplace, whether committed by supervisory or non-supervisory personnel. No one is permitted to imply or threaten that cooperation or refusal of advances of a sexual nature shall have any effect on the individual's status, advancement, assignment, career development, compensation or any condition of employment or appointment; nor is anyone permitted to create a hostile, intimidating or offensive work environment through their actions or comments.

4. A member of the public who believes he is a victim of sexual harassment by an employee of the Health District is encouraged to file a complaint with the Health Commissioner. Investigation and action shall take place under Section 3, paragraphs a) through d) above.
5. No employee shall be discriminated against in employment decisions as a result of filing a good faith charge of sexual harassment.

Section 9.8 **DRUG FREE WORKPLACE**
(OAC 123:1-76)

- A. Use, sale, dispensing, possession or manufacture of illegal drugs or alcoholic beverages on the premises of any Board of Health facility, in any of its vehicles or by an employee while on duty is prohibited.
- B. Employees are prohibited from being under the influence of alcohol, **medical marijuana** or illegal drugs during work hours or when they are representing the Health District at meetings or in the community. Employees and Health District owned equipment and containers under their control are subject to search and surveillance at any time while on Health District premises or while conducting Health District business.
- C. An employee who uses prescribed drugs that could impair his ability to perform job duties shall report this fact to his supervisor along with acceptable medical documentation. A determination shall then be made as to whether the employee shall be able to perform his job safely and properly.
- D. The Board of Health shall not employ or continue to employ an individual whose known current use of alcohol prevents him/her from performing the job duties or who constitutes a direct threat to the property or safety of himself/herself or others. The Board of Health shall not employ an individual who is currently known using illegal controlled substances. Whenever an applicant for employment is to be tested for the presence of such substances, he shall be informed of the test requirement in writing before the test is administered.
- E. Procedure to follow when an individual is reasonably suspected to be under the influence of drugs or alcohol while on duty:
 1. An employee who suspects that another employee is under the influence of drugs or alcohol shall notify the employee's supervisor and the Health Commissioner or, in a case where the Health Commissioner is suspected, the President of the Board of Health.
 2. The supervisor shall observe the employee and determine through observation and questioning if the employee is ill, fatigued, under the influence of prescribed drugs, reacting to environmental substances such as smoke or fumes or possibly under the influence of illegal drugs or alcohol.

Reduction Program.

Section 9.12 **USE OF TELEPHONES**

- A. Personal use of telephones during work hours is discouraged. Excessive use of telephones for personal use shall result in disciplinary action.
- B. Telephones are to be answered promptly and courteously, and shall generally be reserved for business purposes.
- C. If an employee uses their personal cellular telephone for Health District business, they shall be reimbursed in the form of a stipend.
- D. Voice mail is provided to enhance telephone communications. Employees are expected to respond promptly to voice mail messages and all other forms of communications, normally within the same or next business day. When leaving a voice mail message, employees are expected to be courteous and professional.

Employee Personal Calls & Cellular Phone Use

- A. When personal calls are necessary, regardless if they are made using a Health District phone or personal cellular phone, they are to be brief in duration and limited in number. Additionally, employee use of cellular phones and other devices to send or receive personal message, access the internet, or other use of such devices shall be brief and not excessive. Repeated personal calls, calls excessive in duration, calls not urgently necessary, excessive use of communication devices for personal reasons and other abuse of this policy is prohibited. Employees shall not make or accept personal cellular phone calls, send or receive personal text messages, or otherwise use their cellular telephone for personal reasons while working in a public service area of the Health District.
- B. Personal long distance and other toll telephone calls, charged to the Health District, are prohibited. In emergency situations however, it may be necessary for an employee to make a personal long distance call on a Health District landline phone. The employee is required to request prior approval before placing the long distance call. When approved, the employee is expected to use a personal telephone calling card or other means of charging the call to the employee, rather than to the Health District.

Monitoring & Improper Use

- A. Improper use of communication services and equipment, including any content that is harassing, offensive, demeaning, insulting, intimidating, sexually suggestive, or otherwise not permitted by these policies is prohibited.
- B. Landline telephones, internet service, fax machines and other communication services and equipment of the Health District including the messages transmitted

- k. Collect and maintain accurate and reliable demographic data to monitor and evaluate the impact of CLAS on health equity and outcomes and to inform service delivery.
- l. Conduct regular assessments of community health assets and needs and use the results to plan and implement services that respond to the cultural and linguistic diversity of populations in the service area.
- m. Partner with the community to design, implement, and evaluate policies, practices, and services to ensure cultural and linguistic appropriateness.
- n. Create conflict and grievance resolution processes that are culturally and linguistically appropriate to identify, prevent, and resolve conflicts or complaints.
- o. Communicate the organization's progress in implementing and sustaining CLAS to all stakeholders, constituents, and the general public.

Section 9.22 **RESPONDING TO AN INJURY OR ILLNESS**

- A. If injured while in paid status [no matter how apparently serious], the employee or a coworker is expected to notify a supervisor immediately who shall see to the employee's well-being, including seeking medical attention if necessary.
- B. As soon as practicable but not later than 24 hours after the injury occurred, an Accident Report form shall be completed and submitted to the Health Commissioner which documents the date and time of the incident, the extent of injury, the circumstances and how it occurred, witnesses to the incident and all other relevant information. An Accident Report form shall be completed no matter the apparent seriousness of the injury or illness. The form shall be completed in full and signed by the injured employee if feasible. If the employee is unable to complete the form due to the injury, the form will be completed by the supervisor responding to the incident, in collaboration with the employee if feasible and any witnesses to the incident.
- C. Upon receipt of the completed and signed form, the Health Commissioner will review the report, and may request additional information if necessary to ensure that the injury is accurately and completely documented.
- D. If the employment-related injury or illness warrants medical attention and occurs between the hours of 8:00 a.m. and 4:30 p.m., the supervisor shall send the employee to ~~Occupational Health, located at 2501 E. High Street, Springfield, Ohio.~~ **Citran Occupational Health, located at 7774 Dayton-Springfield Road, Fairborn, Ohio 45324.**
- E. If the employment-related injury or illness warrants medical attention and occurs when Occupational Health is closed, the supervisor shall send the employee to the emergency room.

meeting with the Personnel Committee. The Personnel Committee shall review the complaint and make a recommendation to the Board of Health by the next stated Board of Health meeting. The decision of the Board of Health shall be final.

- F. Complaints shall not be made a part of an employee's Personnel File.
- G. When management does not respond within the established time limits, the employee may appeal the complaint to the next level. When an employee does not appeal within the established time limits, the complaint is deemed settled with the last management response.
- H. Copies of complaints, responses and correspondence pertaining to the complaint shall be filed with the Health Commissioner on the day of their execution or receipt.

Section 10.3 **WHISTLE BLOWER POLICY**

- A. If an employee suspects or has knowledge of a violation of law or regulation or the misuse of public resources, the employee is expected to report the matter to his supervisor or director. As an alternative, such reports may also be filed with the County Prosecutor.
- B. Any employee making such a report in good faith will receive appropriate protection from disciplinary action or other retaliation.

An employee may direct items to the Board's attention through the following channels:

- Level 1 Supervisor
- Level 2 Director
- Level 3 Assistant Health Commissioner
- Level 4 Health Commissioner
- Level 5 Personnel Committee of the Board of Health
- Level 6 Board of Health

Section 10.4 **FRAUD REPORTING**

- A. Pursuant to Ohio Revised Code 117.103, all Ohio citizens, including public employees, may make anonymous complaints regarding fraud, such as the misuse of public money by any official or office, to the Ohio Auditor of State using their Fraud Reporting system.

APPENDIX 1 DEFINITIONS

Below are guidelines used to determine if an employee qualifies for one of the exempt classifications.

ADMINISTRATIVE:

Administrative Employees:

- * Spend more than fifty (50) percent of their time as an executive assistant, staff employee or special assignment employee performing office or non-manual work directly related to management policies or general business operations.
- * Customarily and regularly exercise discretion and independent judgment.
- * Spend less than twenty (20) percent of their time performing non-exempt work.
- * Perform work under general supervision along specialized or technical lines requiring specialized training expertise or knowledge.
- * Execute special assignments and tasks under general supervision.

Administrative Positions include **but are not limited to:**

- * Administrative Assistants
- * ~~Health Administrator~~
- * ~~Accountant~~ **Fiscal Staff**
- * Information Technology Staff

PROFESSIONAL

Professional Employees:

- * Primarily have duties requiring knowledge of an advanced type in a field of science or learning acquired by a prolonged course of specialized intellectual instruction and study.
- * Spend more than fifty (50) percent of their time working as a professional in either a learned or artistic profession.
- * Consistently exercise discretion and independent judgment.
- * Do work that is predominantly intellectual and varied rather than routine, manual, mechanical, or physical.
- * Spend less than twenty (20) percent of their time performing non-exempt work.

Professional Positions Include but are not limited to:

- * Nurse
- * Doctor
- * Sanitarian **Registered Environmental Health Specialist**
- * Social Worker, **Family Support Specialist, Community Health Worker**
- * Health ~~Educator~~ Planner
- * ~~Dental Hygienist~~ **add: Nurse Practitioner**
- * ~~Dentist~~
- * Plumbing Inspector
- * Nutritionist

EXECUTIVE

Executive Employees:

- * Spend more than (50) fifty percent of their time in the management of a permanent subdivision of the department.
- * Supervise two (2) or more full-time employees.
- * Spend less that twenty (20) percent of their time performing non-exempt work.
- * Regularly and customarily exercise discretion.
- * Recommendations to hire & fire are given weight

Executive Positions Include:

- * Health Commissioner
- * **Assistant Health Commissioner**
- * Director of Nursing
- * Director of Environmental Health
- * Director of Early Childhood/Help Me Grow
- * Director of Women, Infants & Children (WIC)

HEALTH DISTRICT SENIORITY

For the purpose of the Health District, Health District seniority is defined as the employee's uninterrupted length of continuous service with the Board of Health. Health District seniority may be used internally when making decisions regarding assignment of overtime or when determining vacation schedules. Health District seniority may also be considered as a factor when determining the order of promotions within the Health District.

LAYOFF SENIORITY

Lay-off seniority is used strictly for determining the order in which employees within a classification are laid-off and recalled back to work. Lay-off seniority is not the same as Health District seniority. The number of retention points earned by the employee determines lay-off seniority. Retention points are earned based on the employee's length



APPENDIX 4
TOBACCO & NICOTINE POLICY

Clark County Combined Health District (CCCHD)
Tobacco & Nicotine Policy
Divisions: All Divisions of CCCHD

Purpose:	With a mission to lead and innovate by working with the community to achieve the goals of public health: prevention, promotion and protection; it is incumbent upon the Clark County Combined Health District (CCCHD) to address the community's leading cause of preventable disease and premature death. Therefore, the purpose of this policy is to control the use of nicotine and tobacco products by CCCHD employees, contractors and Board of Health members. The policy's primary objectives include: facilitation of a healthier workforce, reduction of personnel costs resulting in taxpayer savings, and demonstration of community leadership.
Scope:	This policy applies to CCCHD employees, contractors, Board of Health members and includes all nicotine and tobacco products. Unless otherwise noted, such use includes replacement therapies such as nicotine gum, transdermal patches, nasal sprays or any prescription medications used to treat smoking addiction; electronic devices designed to resemble a cigarette, cigar or pipe; and any product intended to mimic tobacco products. The effective date of this policy is July 1, 2016. Violations of policy provisions will be addressed through appropriate disciplinary action which may include termination without prior progressive discipline.
Board of Health Resolution:	R 45-16
Date Passed:	April 21, 2016

Procedure:

New Applicants and Employees Hired After July 1, 2016

- A. Applicants for employment at the CCCHD will be asked about their use of nicotine and tobacco on the pre-employment application or during the pre-interview. Applicants are required to sign a statement attesting to the fact that they do not use tobacco or nicotine products.
- B. Applicants who declare use of nicotine or tobacco use will not be considered for employment. Applicants may reapply for a position after they have been nicotine or tobacco-free for 90 days.
- C. Employees hired after July 1, 2016 shall not use nicotine or tobacco products at any time. Upon reasonable suspicion that such employee is using a nicotine or tobacco product, they shall be subject to mandatory testing. A positive test for nicotine shall be sufficient cause for termination.
- D. Current employees hired before July 1, 2016 and unaffected by other requirements will not be impacted by this new applicant hiring provision unless they leave the organization and later apply for re-employment.

Current Employees and Officials as of July 1, 2016

- A. Current employees and contractors shall not use nicotine/tobacco products while on duty (including paid breaks) or while on paid administrative leave. Those employees and contractors may use Nicotine Replacement Therapy products. Employees have 90 days from the effective date of this policy to comply with this provision.
- B. Current employees are encouraged to participate in cessation programs sponsored by the CCCHD or other approved programs. These programs may include Nicotine Replacement Therapy.



APPENDIX 4
TOBACCO & NICOTINE POLICY

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Clark County Combined Health District (CCCHD)

Divisions: All Divisions of CCCHD

Tobacco & Nicotine Policy

- C. Current Board of Health members and employees serving on the Core Management Team or serving as tobacco cessation specialists or Smoke-Free Ohio inspectors shall not use nicotine/tobacco products, including Nicotine Replacement Therapy products noted above, at any time and have one year to comply with this provision. Thereafter, upon reasonable suspicion that such official or employee is using a nicotine/tobacco product, they shall be subject to mandatory testing.
- D. In order to obtain a promotion, current employees who are not nicotine/tobacco-free must agree to participate in a CCCHD approved smoking cessation program every six months until they are nicotine/tobacco-free.
- E. Employees who are promoted into a position referenced in part C are subject to the provisions of part C and D. Accordingly, these employees must not only participate in an approved cessation program, they must also cease using nicotine/replacement products within one year of the promotion.



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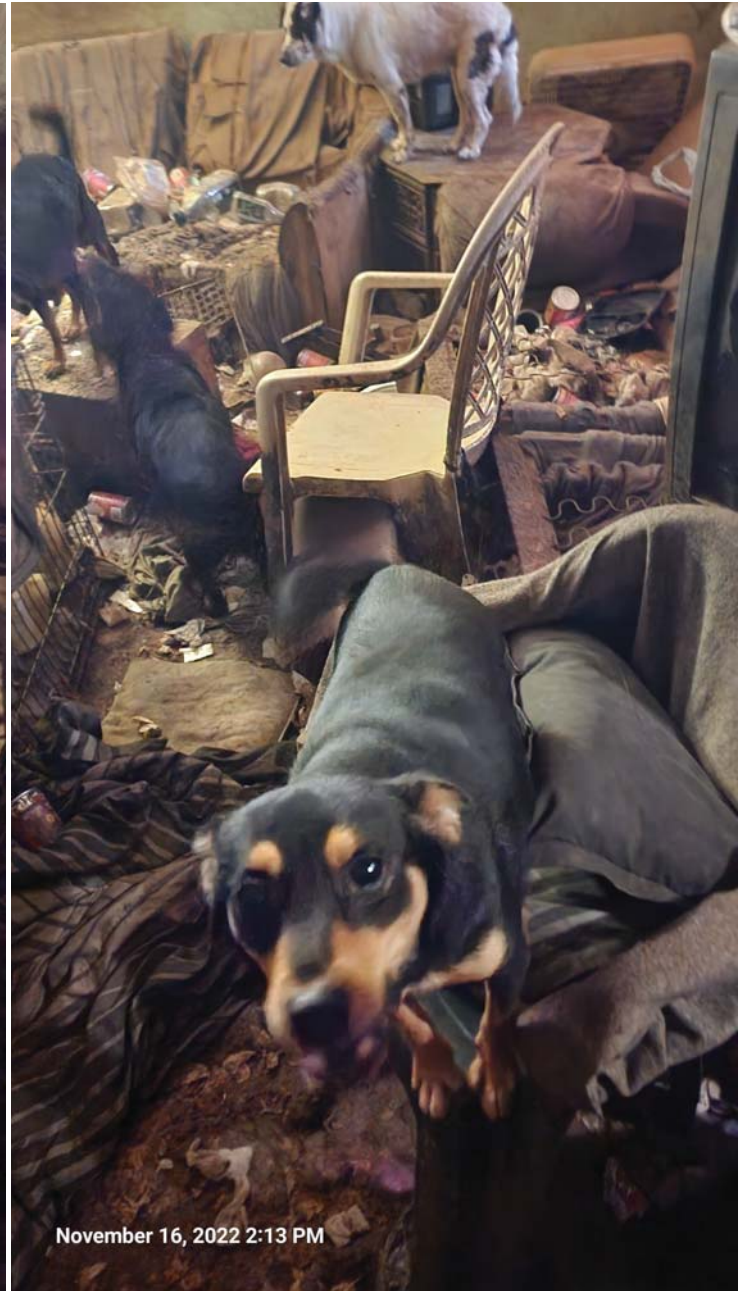
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