

STARK COUNTY COMBINED BOARD OF HEALTH

April 9, 2025

The regular meeting of the Stark County Combined Board of Health was called to order by Jennifer Kungle, at 8:00 am. Members in attendance were:

David Benner Phil Francis Karen Hiltbrand Braden Kail

Jennifer Kungle Terrence Seeberger David Thorley

A motion was made by David Thorley seconded by David Benner, that the minutes of the March 12, 2025, meeting be approved by the Health Commissioner and Secretary to the Board. With one abstention, the voice vote was unanimous and the motion passed.

FINANCIAL

A motion was made by David Thorley seconded by David Benner that the following resolution authorizing payment of vouchers for March 2025 be approved as seen in the attachments.

RESOLUTION

BE IT RESOLVED, by the Board of Health of the Stark County Combined General Health District, Stark County, Ohio:

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SECTION 1: That the expenses as presented by Kirkland Norris, Health Commissioner of the Stark County Combined General Health District be approved for payment.

SECTION 2: That the Auditor of Stark County be and is hereby authorized to draw warrants on Stark County, Treasurer, for payment of vouchers, hereof.

ADOPTED: May 14, 2025, by the STARK COUNTY COMBINED BOARD OF HEALTH

_____	_____
_____	_____
_____	_____
_____	_____

With two abstentions, the voice vote was unanimous and the motion passed.

RESOLUTION

It was moved by Karen Hiltbrand, seconded by Braden Kail, that the **PAYROLL REIMBURSEMENT** be approved as submitted in the attachment: NOW THEREFORE, Kirkland Norris, Health Commissioner, is hereby ordered and authorized to sign any payroll forms required by the Office of the Auditor for the warrant dates of April 9 and 23, 2025, to transfer, advance, or reimburse District Health for salaries, PERS, insurance, Medicare, and travel from Funds 006, 007, 008, 018, 025, 049, 085, 095, 125, 162, 163, 216, 258, 288,

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411, 412, 413, 519, 553, 560, 632, 721, 722, 965 and 966. The voice vote was unanimous and the motion passed.

The resolution shall take effect and be in force from and after the earliest period allowed by law, adopted May 14, 2025, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by David Thorley, seconded by Karen Hiltbrand, authorizing the reimbursement of personnel items for the month of March 2025. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail, authorizing the Transfer of Appropriations for the month of March 2025. The voice vote was unanimous and the motion passed.

Mr. Norris presented the financial report, as seen in the attachments. A motion was made by Karen Hiltbrand, seconded by David Benner, to approve the monthly financial report as presented. The voice vote was unanimous, and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand, granting approval to increase the rate of the Mosquito Spraying contracts to \$58.00 per mile (the current rate is \$52.00 per mile). The new rate will account for the increase in chemical, employee, and fuel costs. The voice vote was unanimous, and the motion passed.

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PERSONNEL

A motion was made by David Thorley, seconded by Braden Kail to acknowledge the letter of resignation from Randy Ruszkowski (Environmental Health Services) and grant permission for the Health Commissioner to hire a replacement. Randy has been an employee with the Stark County Health Department for 25 years and has accepted the Health Commissioner's position at the Alliance City Health. The voice vote was unanimous, and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand, to grant approval for Allie Lawrence, Janet Allen, Bridget Wheeler, and Julianna Smith to attend the APIC NEO member Spring Conference in Akron, OH, April 11, 2025. Cost not to exceed \$300 (Registration \$100, travel \$200), Paid from NACCHO funds. The voice vote was unanimous, and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand, to grant approval for Aubrey Neuenschwander, Maria Maurillo, and up to 2 other nursing staff to attend the Suicide Prevention Symposium at Kent State Stark Conference Center, hosted by StarkMHAR, on May 28, 2025. Cost not to exceed \$320 for registration. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by Karen Hiltbrand, to grant approval for Amanda Kelly, Michelle Schoonover, Scott Applegate, Keeley Horning, and Walter Doerschuk to attend the Ohio 2025 Mental Health and Addiction Conference in Columbus, OH, June 9-10, 2025. Cost not to exceed \$1,485 for registration; \$630 for hotel;

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\$84 for meals and \$435 for mileage and parking; for a total of \$2,634. Paid from OneOhio Recovery funds. The voice vote was unanimous, and the motion passed.

BOARD OF HEALTH CONTINUING EDUCATION

Nicole Dorsey and Logan Valentine, Health Educators, Administration and Support, presented Car Seat Basics.

REPORTS

Board President, Jennifer Kungle presented Keeley Horning with the Employee Recognition, Rookie of the Year Award.

Amanda Uhler, Director of Nursing Services, presented the **NURSING REPORT**, seen in the attachment labeled Nursing Service Board Notes.

Kay Conley, Director of Administration and Support Services, presented the **ADMINISTRATION AND SUPPORT SERVICES REPORT**, seen in the attachment labeled Administration and Support Services Board Report.

Debbie Dawson, **LEGAL ADVISOR**, Ms. Dawson stated she did not have any new cases to report on since the March Board of Health meeting.

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Paul DePasquale, Director of Environmental Health Services, presented the **ENVIRONMENTAL HEALTH REPORT**, seen in the attachment labeled Environmental Health Notes.

VARIANCES

There were no Variances for the month

OLD BUSINESS

There was no Old Business for the month.

NEW BUSINESS

A motion was made by David Thorley, seconded by Karen Hiltbrand, to grant approval for the Homeowners who have applied for the home sewage treatment system replacement/repair funding assistance through the Ohio Water Pollution Control Loan Fund. The applicants have qualified in accordance with the criteria set forth by the Board of Health in the Stark County Home Sewage Treatment System Assistance Program – Owner Application. The voice vote was unanimous, and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand, to grant approval for the Health Commissioner to enter into an agreement with the following entity in accordance with their specific grant program and funding amount, through the Ohio Department of Health (unless otherwise noted):

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- Carroll County Combined General Health District; FY26 Reproductive Health and Wellness Program; \$72,000

This agreement is on the standard template issued by the Stark County Health Department and has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail, to approve the Stark County Health Department Birth and Death Record Return & Exchange Policy. The voice vote was unanimous, and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail, to grant approval to modify the employment contract for Cynthia Veemara, WHNP-BC, for no more than 260 hours per grant year. All salary is paid with grant funds. The Contract has been reviewed and approved by legal. The voice vote was unanimous, and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail, to grant approval to modify the employment contract for Carla Shinn, Spanish Interpreter, for no more than 20 hours per week. All salary is paid with grant funds. The Contract has been reviewed and approved by legal. The voice vote was unanimous, and the motion passed.

EXECUTIVE SESSION

There was no Executive Session.

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

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HEALTH COMMISSIONER'S COMMENTS

Mr. Norris informed the Board Members that the Budget Commission Hearing is scheduled for Thursday, April 17, 2025, at 2:00 pm. This will be the first time we work with the new County Auditor.

To ensure we are choosing the right candidate, the Fiscal Manager candidate is coming back in for a second conversation on their possible future with the Health Department.

There are three Ohio Department of Health grants that have been placed on pause. The EO23, the OHIZ grant (Ohio Improvement Zone Grants), and the Community Health Worker Award (Franklin and Jackson County). The EO23 is the only one that affected the Stark County Health Department, we had approximately \$225,000 left on the EO23 grant that we were using for the business safety initiatives and personnel costs.

ADJOURNMENT

Being no further business, the meeting was adjourned at 9:22 a.m., with the next regular meeting scheduled for Wednesday, May 14, 2025, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY