

STARK COUNTY COMBINED BOARD OF HEALTH

August 14, 2024

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 Braden Kail

Jennifer Kungle Terrence Seeberger David Thorley Ben Wheeler

A motion was made by David Thorley, seconded by David Benner, that the minutes of the July 10, 2024, meeting be approved by the Health Commissioner and Secretary to the Board. The voice vote was unanimous and the motion passed.

FINANCIAL

A motion was made by David Thorley seconded by Phil Francis, that the following resolution authorizing payment of vouchers for July 2024 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:

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

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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: September 11, 2024, 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, David Benner seconded by David Thorley, 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 August 14, and 28, 2024, 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, 411, 412, 413, 519, 553, 560, 632, 721, 722, 965 and 966. The voice vote was unanimous and the motion passed.

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The resolution shall take effect and be in force from and after the earliest period allowed by law, adopted September 11, 2024, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by David Benner, seconded by Phil Francis, authorizing the reimbursement of personnel items for the month of July 2024. The voice vote was unanimous and the motion passed.

A motion was made by Phil Francis, seconded by Braden Kail, authorizing the Transfer of Appropriations for the month of July 2024. The voice vote was unanimous and the motion passed.

Mr. Norris presented the financial report, seen in the attachments. A motion was made by David Benner, seconded by Braden Kail, to approve the monthly financial report as presented. With one abstention, the voice vote was unanimous and the motion passed.

PERSONNEL

A motion was made by Braden Kail, seconded by David Benner to grant approval for the Health Commissioner, Medical Director, Director of Nursing, and Environmental Unit Manager to attend the AOHC Fall Conference in Columbus, Ohio, sponsored by the Association of Ohio Health Commissioners on September 18-20, 2024, with expenses not to

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exceed; \$1,000 registration, \$1,600 lodging, \$720 transportation, and \$320 meals, for a total of \$3,640. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by Braden Kail to acknowledge the letter of resignation of Cory Obendorfer, Environmental Health Services, and grant permission for the Health Commissioner to hire a replacement. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Phil Francis to acknowledge the letter of resignation of Julie Gough, Nursing Clerk, and grant permission for the Health Commissioner to hire a replacement. The voice vote was unanimous and the motion passed.

A motion was made by Terry Seeberger, seconded by David Thorley to grant approval to transition all contract employees, with the exception of the department's contracted employees working less than 21 hours per week, to permanent employees. The department currently employs fifteen contract employees who are afforded all the same benefits as current permanent employees per our department personnel policies. The voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by David Benner to grant permission for Amanda Kelly, Keeley Horning, Tasha Catron, Nicole Dorsey, and Kelly Potkay to attend the 2024 Health Educators Institute Conference Advancing Health Together: Through Innovation & Partnership at Hueston Woods State Park in College Corner, Ohio, October 16-18, with expenses not to exceed: \$1,125 registration; \$1,925

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lodging; and \$624 mileage, for a total of \$3,674 (paid for through various grants). The voice vote was unanimous and the motion passed.

A motion was made by Phil Francis, seconded by David Thorley to grant approval for Amanda Uhler and Stephanie Hann to attend the Leadership Essentials for Health District Success sponsored by AOHC in Columbus, October 15-16, 2024. Cost not to exceed \$504 (registration fee \$80 each, transportation \$180 each, meals \$72 each). Paid from general and workforce development funds. In the same motion, Phil Francis, seconded by David Thorley granted approval for Julianna Smith to attend the Disaster Readiness Training sponsored by the Ohio Department of Health in Columbus, on August 19-21, 2024. Cost not to exceed \$977 (hotel accommodations \$600, meals \$92, transportation \$210, parking \$75). Supported and paid for by PHEP funds. The voice vote was unanimous and the motion passed.

BOARD OF HEALTH CONTINUING EDUCATION

The mandatory requirement of two hours of continuing education has been completed by all Board of Health members for 2024.

REPORTS

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

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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**, held her comments for the Executive Session.

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 this month

OLD BUSINESS

There was no Old Business for the month.

NEW BUSINESS

A motion was made by David Benner, seconded by Braden Kail to grant approval to 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

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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 Phil Francis, seconded by David Thorley to grant approval for the Health Commissioner to enter into agreements with the following entities in accordance with their specific grant program and funding amount, through the Ohio Department of Health (unless otherwise noted):

- Stark Community Support Network; FY24 Adolescent Health Resiliency Grant; \$2,000
- Stark County Family Council; FY24 Adolescent Health Resiliency Grant; \$2,000
- YMCA of Central Stark County; FY24 Adolescent Health Resiliency Grant; \$2,000

These agreements are on the standard template issued by the Stark County Health Department and have been reviewed and approved by legal counsel. With one abstention, the voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by David Benner to grant approval for the Health Commissioner to enter into an agreement with Quest Conference Center for the statewide Ohio Injury Prevention Partnership Meeting on November 7, 2024, paid for with OPRC Grant funds through the Ohio Department of Health, for a cost not to exceed \$6,545. This agreement has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

A motion was made by Phil Francis, seconded by Braden Kail to grant approval for the Health Commissioner to enter into an agreement with DocuSign digital platform to send, sign, and manage contracts for the Department's grant administration and some HR

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functions for a fee of \$2,808 for the first year with an annual renewal of \$2,750 for up to 500 envelopes per year. This will be paid for through the Public Health Workforce Grant. This agreement has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

Amanda Uhler, Nursing Director provided the Board of Health Members an update on the Strategic Plan.

EXECUTIVE SESSION

A motion was made by David Thorley, seconded by Braden Kail to enter into an Executive Session at 8:58 a.m. to discuss imminent or pending court action. The roll call was unanimous and the motion passed.

The Board of Health moved out of Executive Session at 9:14 a.m.

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

A Board member inquired about the House and Senate Bills that were proposed in 2023 regarding dismantling the District Advisory Council (DAC) and transferring all DAC responsibilities to the County Commissioners. The Health Commissioner shared that these bills have been shelved as of right now but may make their way back into the House and the Senate in the future. The Health Commissioner will keep on top of this and report back to the Board of Health if the bills gain any traction.

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HEALTH COMMISSIONER'S COMMENTS

Mr. Norris reminded the Board Members that they were invited to the September 6, 2024 all-staff meeting that will be held at RG Drage School, beginning at 8:30 a.m.

Mr. Norris gave the Board Members an update on the conversation he has had with property owner Bob DeHoff about leasing the attached garage space. Mr. DeHoff is offering the garage for \$10 a square foot.

Mr. Norris provided the Board Members an update on the sale of the van and 2015 Ford Escape, trading both in on a 2024 Ford Escape.

ADJOURNMENT

Being no further business, the meeting was adjourned at 9:32 am, with the next regular meeting scheduled for Wednesday, September 11, 2024, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY