

STARK COUNTY COMBINED BOARD OF HEALTH

August 9, 2023

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

David Benner Jennifer Kungle

Terrence Seeberger Dave Thorley Ben Wheeler

A motion was made by David Benner, seconded by Jennifer Kungle, that the minutes of the July 12, 2023 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 Benner, seconded by Jennifer Kungle, that the following resolution authorizing payment of vouchers for July 2023 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 13, 2023, by the STARK COUNTY COMBINED BOARD OF HEALTH

_____	_____
_____	_____
_____	_____
_____	_____

The voice vote was unanimous and the motion passed.

RESOLUTION

It was moved by, David Benner seconded by Jennifer Kungle, 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 2, 16 and 30, 2023, 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 on September 13, 2023, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by David Benner, seconded by Jennifer Kungle, authorizing the reimbursement of personnel items for July 2023. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Jennifer Kungle, authorizing the Transfer of Appropriations. 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 Jennifer Kungle, to approve the monthly financial report as presented. The voice vote was unanimous and the motion passed.

PERSONNEL

A motion was made by Jennifer Kungle, seconded by David Benner to grant approval for the Health Commissioner and Medical Director to attend the AOHC Fall Conference in Columbus, Ohio, sponsored by the Association of Ohio Health Commissioners on September 13-15, 2023, with expenses not to exceed; \$500 registration, \$1000 lodging,

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\$350 transportation, and \$160 meals, for a total of \$2,010. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Jennifer Kungle to acknowledge the letter of resignation of Mariah Morris-Kirk, Public Health Nurse, 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 David Benner, seconded by Jennifer Kungle to grant approval for Abby Jenkins, Amanda Kelly, Kay Conley, Kelly Potkay, Logan Valentine, Nicole Dorsey, and Tasha Catron, to attend Health Educators Institute 2023, Expanding Horizons: New Perspectives, Partnerships, and Possibilities at Salt Fork State Park in Lore City, Ohio, sponsored by Ohio Society for Public Health Education on October 11-13, 2023, with expenses not to exceed; \$1,705 registration, \$1,824 lodging, and \$259.20 transportation, for a total of \$3,788.20. This is covered by grant funds. The voice vote was unanimous and the motion passed.

NEW BUSINESS

A motion was made by David Benner, seconded by Jennifer Kungle to grant permission to the Health Commissioner to approve 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

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System Assistance Program – Owner Application. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Jennifer Kungle 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: Alliance Pregnancy Center; FY24 Moms Quit for Two Grant; \$1,125. 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 David Benner, seconded by Jennifer Kungle to grant approval for the Health Commissioner to enter into an agreement with Lyn Sabino, SPHR, BCC, Executive Coaching and Consulting, to provide strategic planning services in the amount of \$14,000 from August 9, 2023, through December 31, 2024. This contract is paid for through the Public Health Workforce Grant and has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

A motion was made by Jennifer Kungle, seconded by David Benner to approve the revisions to the SCHD Medical Billing Policy. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Jennifer Kungle to grant approval to honor the request from the Board of Lawrence Township Trustees for waiver of the following application and permitting fees. This is in regard to the building of a new concession stand and restrooms at an existing township park.

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Small Flow Application

Septic Permit

Plumbing Permit

Water Well Permit

The County fees for this request are Small Flow Application - \$450 (no State Fee), Septic Permit - \$726 (\$74 State Fee), Plumbing Permit – approximately \$500 (no State Fee), and Water Well Permit - \$580 (\$94 State Fee), for a total of \$2,256. The State of Ohio fees associated with the permits will not be waived. The voice vote was unanimous and the motion passed.

The Absence of a Quorum occurred and no official business was transacted.

BOARD OF HEALTH CONTINUING EDUCATION

The mandatory requirement of two hours has been completed by all Board of Health Members for 2023.

REPORTS

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

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Debbie Dawson, the **LEGAL ADVISOR**, stated she has been working on the standard Environmental Health solid waste cases.

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

Variance

There were no Variances this month.

OLD BUSINESS

There were no Old Business this month.

EXECUTIVE SESSION

There was no executive session this month.

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

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HEALTH COMMISSIONER'S COMMENTS

Mr. Norris informed the Board of Health Members that Amanda Uhler, Nursing Director is working on putting together a blood drive that will be held at the Stark County Health Department.

PHAB has acknowledged and returned questions about our reaccreditation submission. Kelly Potkay, Accreditation Coordinator will be addressing the questions and uploading additional documentation if needed.

Mr. Norris and members of Environmental Health Management continue to work on the Exit C&D situation. We are working with EOG to remedy the situation.

ADJOURNMENT

Being no further business, the meeting was adjourned at 8:52 a.m., with the next regular meeting scheduled for Wednesday, September 13, 2023, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY