

STARK COUNTY COMBINED BOARD OF HEALTH

December 11, 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 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 November 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 Benner seconded by Karen Hiltbrand that the following resolution authorizing payment of vouchers for November 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: January 8, 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 December 4, 18 and 31, 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 January 8, 2025, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

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

A motion was made by David Benner, seconded by Karen Hiltbrand, authorizing the Transfer of New Appropriations for the month of November 2024. 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 David Benner, seconded by Karen Hiltbrand, to approve the monthly financial report as presented. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail, granting approval of the 2025 County Commissioners Health Plan rates and contributions. The County

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announced a 10% increase in the County's 2025 Employee Health Plan along with Copay and Prescription medications. The voice vote was unanimous and the motion passed.

PERSONNEL

A motion was made by David Thorley, seconded by Karen Hiltbrand to acknowledge the retirement of Steve Ling, MBA, CPA, Fiscal Manager, and grant permission for the health commissioner to hire a replacement. Steve has worked for 27 years in Administration and Support Services. His retirement date is August 13, 2025. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail to acknowledge the letter of retirement for Sue Seifert, Immunization Coordinator, and grant permission to the Health Commissioner to hire a replacement. Sue has been with Nursing Services for 31 years, her retirement date is January 31, 2025. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail to acknowledge the letter of resignation of Emily Martin, Plumbing Clerk, Administration, and Support, and grant permission to the Health Commissioner to hire a replacement. The voice vote was unanimous and the motion passed.

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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.

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 provided the Board Members an update on the complaint regarding a violation of the public record law. She also reported that she has not filed any new cases since the November meeting.

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

VARIANCES

A motion was made by David Thorley, seconded by David Benner to grant approval of the variance to property owner Diane Kuntzman, Parcel # 7505191, 5088 Beechwood

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Ave. NE Paris, Ohio 44669. The property owner is requesting to rescind a variance granted on June 7, 2012, requiring a deed restriction that prohibits further development of the entire tract until served by sanitary sewer.

Approval is granted with the following conditions: Owner must maintain compliance with Ohio Administrative Code 3701-29-06(G)(1)(c) and Stark County Board of Health Resolution #4-2022. Replacement areas shall not be cut, filled or compacted. Note: The tract is currently 7.12 acres. With one abstention, the voice vote was unanimous and the motion passed.

OLD BUSINESS

There was no Old Business for the month.

NEW BUSINESS

A motion was made by Braden Kail, 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 David Thorley to grant approval for the Health Commissioner to enter into a Memorandum of Agreement with the Stark County

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Automated Data Processing Board to provide GIS services and support. This agreement is for two years, beginning January 1, 2025 and ending December 31, 2026, for a fee of \$22,000 total for calendar 2025 and \$23,000 total for calendar 2026, to be paid in quarterly installments. This agreement 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 Phil Francis to grant approval of the 2025 Board of Health meeting dates. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail 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):

- Access Health Stark County; Adolescent Health Resiliency Grant; \$2,000

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 David Thorley, seconded by Karen Hiltbrand to grant approval for the Health Commissioner to enter into an agreement with OneOhio Recovery Foundation to support harm reduction expansion activities as outlined in the grant application. The grant agreement totals \$131,435.91 for the grant period of January 1, 2025, through January 1, 2026. This agreement has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

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A motion was made by David Thorley, seconded by David Benner to grant approval for the Health Commissioner to enter into an agreement with the Center for Marketing and Opinion Research (CMOR), LLC, for the data collection and analysis for the 2025 Stark County Community Health Assessment report on behalf of all four health departments in Stark County in the amount of \$49,628. The cost will be shared by all four health departments. The agreement 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 grant approval for the Health Commissioner to enter into an updated agreement with the Stark County Community Action Agency for care coordination activities through Community Action Pathways HUB. The contract has been reviewed and is pending approval by Legal Counsel. The voice vote was unanimous and the motion passed.

EXECUTIVE SESSION

A motion was made by David Thorley, seconded by Karen Hiltbrand to enter into an Executive Session at 10:20 to discuss the exempt audit conference requirements of the Open Meetings Act until the audit report is certified. The roll call was unanimous and the motion passed.

The Board of Health moved out of Executive Session at 10:48 a.m.

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BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

HEALTH COMMISSIONER'S COMMENTS

Mr. Norris is working with the District Licensing Council to appoint a replacement for Board Member Ben Wheeler by the February Board Meeting.

Mr. Norris reviewed the Fiscal Officer timeline to replace Fiscal Manager Steve Ling. Mr. Norris will continue to provide the Board with critical updates for this position.

Mr. Norris reminded the Board members that the January meeting will include the election of officers.

Senate Bill 62 was approved by the Senate honoring Rutherford B Hayes Day. The House added House Bill 463 as an amendment to Senate Bill 62. The Association of Ohio Health Commissioners' lobbyist caught the addition, working together with several local entities and elected officials, the amendment to Senate Bill 62 has been removed.

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ADJOURNMENT

Being no further business, the meeting was adjourned at 10:59 am, with the next regular meeting scheduled for Wednesday, January 8, 2025, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY