

STARK COUNTY COMBINED BOARD OF HEALTH

January 10, 2024

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 Karen Hiltbrand Braden Kail Phil Francis

Jennifer Kungle Terrence Seeberger David Thorley

A motion was made by Karen Hiltbrand, seconded by David Benner, to elect Dr. Jennifer Kungle as the Board of Health President. With no further nominations, the voice vote was unanimous and the motion passed.

A motion was made by Terry Seeberger, seconded by Karen Hiltbrand to re-elect Braden Kail as Board of Health Vice President. With no further nominations, the voice vote was unanimous and the motion passed.

A motion was made by David Thorley, seconded by Karen Hiltbrand, that the minutes of the December 13, 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 David Thorley, that the following resolution authorizing payment of vouchers for December 2023 be approved as seen in the attachments.

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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.

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: February 14, 2024, by the STARK COUNTY COMBINED BOARD OF HEALTH

_____	_____
_____	_____
_____	_____
_____	_____

With one abstention, the voice vote was unanimous and the motion passed.

RESOLUTION

It was moved by, David Benner seconded by Karen Hiltbrand, that the **PAYROLL REIMBURSEMENT** be approved as submitted in the attachment: NOW THEREFORE,

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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 January 3, 17 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.

The resolution shall take effect and be in force from and after the earliest period allowed by law, adopted February 14, 2024, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by Karen Hiltbrand, seconded by David Benner, authorizing the reimbursement of personnel items for the month of December 2023. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by David Thorley, 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 Davie Benner, seconded by Karen Hiltbrand, to approve the monthly financial report as presented. The voice vote was unanimous and the motion passed.

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A motion was made by Karen Hiltbrand, seconded by David Benner, to approve the revised 2024 Health Department Budget. The voice vote was unanimous and the motion passed.

BOARD OF HEALTH CONTINUING EDUCATION

Phil Revlock, Environmental Health Services, Program Coordinator, presented on the Liberty Tire Monofill.

PERSONNEL

A motion was made by Braden Kail, seconded by David Thorley to grant approval for the addition of a new Environmental Health Specialist position within Environmental Health Services, District Unit in accordance with the Workforce Development Grant issued by the Center for Disease Control and Prevention through the Ohio Department of Health. The Workforce Development Grant provides funding for four years in the amount of \$760,000. Rationale for the additional District Unit Environmental Health Specialist is provided in the January 2024 Environmental Health Board Notes and a presentation will be given to the Board of Health at the January 2024 Meeting. The voice vote was unanimous and the motion passed.

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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**, reported she continues to enforce sanitary sewer hookups. She also is working with Jim Troike, Stark County Sanitary Engineer, on a storm water concern in East Canton.

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

Variance

There were no variances for the month

OLD BUSINESS

A motion was made by David Thorley, second by Karen Hiltbrand to grant approval of the third and final reading of Resolution #3-2023, a resolution to amend the fee for the

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Certified Pool Operator Course originally adopted in Resolution #1-2019. The voice vote was unanimous and the motion passed.

NEW BUSINESS

A motion was made by David Benner, seconded by Karen Hiltbrand 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 System Assistance Program – Owner Application. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Karen Hiltbrand to grant approval for Resolution #1-2024, a resolution authorizing Kirkland K. Norris to apply for, accept, and enter into a Water Pollution Control Loan Fund Agreement on behalf of the Stark County Combined General Health District for the repair and replacement of home sewage treatment systems. The voice vote was unanimous, and the motion passed.

A motion was made by David Thorley, seconded by Braden Kail to grant approval for the Health Commissioner to enter into a Memorandum of Agreement (MOA) with the Stark County Automated Data Processing Board (ADPB) for the calendar year 2024. The ADPB will provide Geographic Information System (GIS) services as stipulated in the MOA not to exceed \$22,000. The voice vote was unanimous, and the motion passed.

A motion was made by Terry Seeberger, seconded by David Thorley to grant approval for the Health Commissioner to enter into an agreement with NCM advertising

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agency to purchase the creative license for one year for the Cribs For Kids commercials that were previously produced. Cost not to exceed \$200 and will be paid for with grant funds. The contract 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 David Benner 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):

- Holmes County General Health District; FY24 Child Injury Prevention Grant (CIAG mini-grant); \$6,000
- Madison County Health Department; FY24 Child Injury Prevention Grant (CIAG mini-grant); \$8,000
- Prevention Awareness Support Services; FY24 Child Injury Prevention Grant (CIAG mini-grant); \$9,000
- Stark County Educational Service Center; FY24 Creating Healthy Communities Grant; \$7,500.
- Stark Parks; FY24 Creating Healthy Communities Grant; \$10,000.
- Plain Local Schools/Glenwood Intermediate School; FY24 Creating Healthy Communities Grant; \$10,655.
- Liza Grossman, PhD; FY24 Adolescent Health Resiliency Grant; \$25,000.

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

EXECUTIVE SESSION

There was no Executive Session this month

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

HEALTH COMMISSIONER'S COMMENTS

Mr. Norris gave the Board Members an update on the reaccreditation virtual site visit. The Reaccreditation Board brought up a concern with our current ethics policy. The current policy details procedures on how we would handle a staff ethical concern. The Reaccreditation Board was looking for our ethics process on how we would handle an ethical issue outside of our staff. Overall the day went well.

Mr. Norris invited the Board Members to attend Canton City Health Commissioner, Jim Adams's retirement send-off at the Foundations Conference room, on 1/12/2024.

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ADJOURNMENT

Being no further business, the meeting was adjourned at 9:27 am, with the next regular meeting scheduled for Wednesday, February 14, 2024, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY