

STARK COUNTY COMBINED BOARD OF HEALTH

January 11, 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 Karen Hiltbrand Braden Kail Phil Francis

Jennifer Kungle Terrence Seeberger David Thorley Ben Wheeler

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

A motion was made by David Thorley, seconded by Jennifer Kungle 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 Benner, seconded by Karen Hiltbrand, that the minutes of the December 14, 2022, 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 Karen Hiltbrand seconded by David Benner, that the following resolution authorizing payment of vouchers for December, 2022 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 8, 2023 by the STARK COUNTY COMBINED BOARD OF HEALTH

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

RESOLUTION

It was moved by, Karen Hiltbrand seconded by David Benner, that the PAYROLL REINBURSEMENT 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 4 and 18, 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.

The resolution shall take effect and be in force from and after earliest period allowed by law, adopted February 8, 2023 by Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by Karen Hiltbrand, seconded by Jennifer Kungle, authorizing the reimbursement of personnel items for the month of December, 2022. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Karen Hiltbrand, authorizing the Transfer of Appropriations. The voice vote was unanimous and the motion passed.

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Mr. Norris presented the financial report, 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 Braden Kail, seconded by Karen Hiltbrand, to approve the revised 2023 Health Department Budget. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand, to approve the revision to the Health Department Credit Card Policy. With one abstention, the voice vote was unanimous and the motion passed.

The Board of Health Members reviewed the Stark County Health Department 2021 Audit.

PERSONNEL

A motion was made by David Benner, seconded by Karen Hiltbrand to acknowledge the resignation letter of Jennifer Holloway-Glosser, 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 Braden Kail, seconded by Karen Hiltbrand to grant permission for the health commissioner to hire up to two part-time employees (up to 29 hrs. per week)

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for the Drug Overdose Prevention Mobile Unit paid for through the HEALing Communities Study for Stark County. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand to grant approval for Mariah Morris, Denise Wiley, and Nicole Smith to attend the Annual 2023 Ohio Department of Health (ODH) Regional School Nurse Conference in Dublin, OH on March 3, 2022. Registration is no cost, mileage \$360, hotel accommodations \$200, meals \$36, for a total of \$596. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Jennifer Kungle to grant approval for Amanda Uhler and Stephanie Hann to attend the ICS-400 course in Columbus, OH on June 15-16. Registration is no cost, mileage \$180, hotel accommodations \$250, meals \$104, parking \$50, for a total of \$584. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Karen Hiltbrand to grant approval to reimburse Teresa Tyson for \$10 registration fee for the October 14, 2022 conference of Social Justice: The Ethics of Behavior Support vs. Behavior Management she attended. The voice vote was unanimous and the motion passed.

BOARD OF HEALTH CONTINUING EDUCATION

Todd Paulus, Environmental Health Services, Unit Manager presented "How The Waste Was Won."

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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**, provided an updated on several cases she has been working on; a failed septic system was discovered because of a lot split inspection. The owner ignored the default judgement order and show cause hearing in December 2022. Ms. Dawson explained how the Health Department and the County Auditor's office tried to work with the land owner to find a program to assist with the expenses of the failed septic system. Secondly, the Attorney handling the Dance Studio case has filed with the US Supreme Court.

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

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OLD BUSINESS

A motion was made by Karen Hiltbrand, second by Phil Francis to grant approval for the Health Commissioner to enter into a municipal lease with Ford Motor Company for a 2023 Ford Escape. Purchase price not to exceed \$35,000. The Board of Health, in May of 2022, approved the purchase of a 2022 Ford Escape not to exceed \$30,000. The quote has now changed to a 2023 Ford Escape for \$35,000. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, second by Karen Hiltbrand to grant approval for the third and final reading of Resolution #4-2022, a resolution to adopt the attached provisions amending the operation and maintenance regulations for Sewage Treatment Systems in accordance with Ohio Administrative Code Section 3701-29-19 and to establish the vertical separation distance to a seasonal water table in accordance with 3701-29-15. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, second by Jennifer Kungle to grant approval for the third and final reading of resolution #6-2022, a resolution to establish fees related to Sewage Treatment Systems for the administration and enforcement of Chapter 3701-29 of the Ohio Administrative Code and the Stark County Sewage Treatment System Operation and Maintenance Regulations. The voice vote was unanimous and the motion passed.

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NEW BUSINESS

A motion was made by David Benner, seconded by Braden Kail to approve the Homeowners that 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 Jennifer Kungle to grant approval for Resolution #1-2023 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 Braden Kail, seconded by David Benner to grant approval for the Health Commissioner to enter into agreement with the following entities in accordance with their specific grant program and funding amount, all through the Ohio Department of Health:

1. The Academy of Medicine of Cleveland and Northeast Ohio; FY23 Injury Prevention—Drug Overdose Prevention Grant (Ohio OPN mini-grant); \$5,036.20
2. CompDrug; FY23 Injury Prevention—Drug Overdose Prevention Grant (Ohio OPN mini-grant); \$7,000

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3. Thrive for Change; FY23 Injury Prevention—Drug Overdose Prevention Grant (Ohio OPN mini-grant); \$6,633
4. University of Dayton; FY23 Injury Prevention—Child Injury Prevention Grant (CIAG mini-grant); \$10,000

These agreements are 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 grant approval for the Health Commissioner to enter into an agreement with Mighty Crow Media LLC, for the purpose of engaging Gretchen Clark Hammond, PhD, to provide Trauma Education for Public Health Professionals (delivered twice) to SCHD staff for a rate of \$2,000, to be provided on February 10, 2023. This agreement has 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

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HEALTH COMMISSIONER'S COMMENTS

Mr. Norris explained to the Board of Health the details of Project Income; the revenue charged from the COVID vaccine administration fee. The Ohio Department of Health is requiring all Health Departments to spend all Project Income funds by December 31, 2023 for COVID related expenses not covered by grants. Any funds not spent will be required to be returned.

ADJOURNMENT

Being no further business, the meeting was adjourn at 9:50 am, with the next regular meeting scheduled for Wednesday, February 8, 2023, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY