

STARK COUNTY COMBINED BOARD OF HEALTH

January 8, 2025

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 Karen Hiltbrand, seconded by Terry Seeberger to reelect Jennifer Kungle as Board of Health President. The voice vote was unanimous and the motion passed.

A motion was made by Terry Seeberger, seconded by Karen Hiltbrand to reelect Braden Kail as Board of Health Vice-President. 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 11, 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 David Benner that the following resolution authorizing payment of vouchers for December 2024 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 12, 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 David Benner, 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 1, 15 and 29, 2025, 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 12, 2025, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

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

A motion was made by Karen Hiltbrand, seconded by David Benner, authorizing the Transfer of Appropriations for the month of December 2024. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Karen Hiltbrand, authorizing the Transfer of Funds for the month of December 2024. The voice vote was unanimous and the motion passed.

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Mr. Norris presented the financial report, as seen in the attachments. A motion was made by Braden Kail, seconded by Karen Hiltbrand, to approve the monthly financial report as presented. The voice vote was unanimous and the motion passed.

Steve Ling, Fiscal Manager reviewed the revised 2025 Health Department Budget. A motion was made by Braden Kail, seconded by Karen Hiltbrand, granting approval of the revised 2025 Health Department Budget. The voice vote was unanimous and the motion passed.

Steve Ling, Fiscal Manager reviewed the Stark County Health Department 2023 State Audit.

A motion was made by Braden Kail, seconded by Karen Hiltbrand, granting the Health Commissioner permission to enter into a Third Amendment to the Lease Agreement with Willmoll Development Company II, LTD., to lease an additional 4,256 sq./ft located at 7250 Whipple Avenue NW, North Canton Ohio 44720. This agreement has been reviewed and approved by legal counsel. With one abstention, the voice vote was unanimous and the motion passed.

PERSONNEL

A motion was made by Karen Hiltbrand, seconded by Braden Kail to grant approval for Nicole Dorsey to attend the 2025 National Lifesavers Conference on Roadway Safety in Long Beach, CA from March 8th to March 11th, 2025, with expenses not to exceed: \$400 registration; \$1,100 lodging; \$1,300 transportation; and \$200 meals for a total of \$3,000.

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This is covered by the Occupant Protection Regional Coordination Grant. The voice vote was unanimous and the motion passed.

BOARD OF HEALTH CONTINUING EDUCATION

Continuing Education will begin at the February Board of Health meeting. A new Board member will be appointed by the District Licensing Council and will fill the vacated Board position in February.

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 reported that she has not filed any new cases since the December meeting.

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

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VARIANCES

There were no variances for the month.

OLD BUSINESS

There was no Old Business for the month.

NEW BUSINESS

A motion was made by David Thorley, seconded by Karen Hiltbrand to grant approval of Resolution #1-2025 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 Terry Seeberger, seconded by Braden Kail to grant approval of Resolution #2-2025 a resolution authorizing the health commissioner to grant variances of the requirements of Ohio Administrative Code 3701-29-03(c)(5) in order to allow a registered contractor to complete continuing education hours missed in the prior year, which are required for registration of the current year. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Karen Hiltbrand to grant approval to ratify the health commissioner's decision to enter into a grant, with the Stark-Tuscarawas-Wayne Joint Solid Waste Management District, for the purpose of implementing a solid

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waste management program within Stark County. The grant award is for a total of \$170,000. The grant was received after the December Board meeting with a due date of December 20, 2024. This grant agreement has been reviewed and approved by legal counsel. With one abstention, 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 agreements with the following entities in accordance with their specific grant program and funding amount, through the Ohio Department of Health (unless otherwise noted):

- Akron Area YMCA; FY25 Child Injury Prevention Grant; \$25,000
- Dayton Children's Hospital; FY25 Child Injury Prevention Grant; \$25,000
- Fairfield County Health Department; FY25 Child Injury Prevention Grant; \$25,000
- Hancock Public Health; FY25 Child Injury Prevention Grant; \$10,000
- Zanesville-Muskingum County Health Department; FY25 Child Injury Prevention Grant; \$25,000
- Pickaway County Public Health; FY25 Child Injury Prevention Grant; \$25,000
- Trumbull County Combined Health District; FY25 Child Injury Prevention Grant; \$10,000
- Mental Health & Recovery Board of Wayne and Holmes County; FY25 Regional Prevention and Linkage to Care Collaborative Grant; \$54,000.

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.

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EXECUTIVE SESSION

There was no Executive Session for the month.

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

HEALTH COMMISSIONER'S COMMENTS

Mr. Norris informed the Board Members that the District Licensing Council will appoint a new Board of Health Member at the January 22, 2025, District Licensing Council meeting. Once appointed, the new Board Member will take the Oath of Office at the February Board Meeting.

To date, there is not anything new to report on the topic of public health from the General Assembly.

Mr. Norris provided the Board Members with an update on the Fiscal Officer position. We are in the process of setting up interviews with 5 applicants that will take place in the following week.

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ADJOURNMENT

Being no further business, the meeting was adjourned at 8:42 am, with the next regular meeting scheduled for Wednesday, February 12, 2025, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY