

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 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 Braden Kail

Jennifer Kungle David Thorley

A motion was made by Braden Kail, seconded by David Benner, that the minutes of the June 11, 2025, 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 June 2025 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.

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 2025

SECTION 2: That the Auditor of Stark County be and is hereby authorized to draw warrants on the Stark County Treasurer for payment of vouchers, hereof.

ADOPTED: August 13, 2025, 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 David Thorley, 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 July 2, 16 and 30, 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.

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 2025

The resolution shall take effect and be in force from and after the earliest period allowed by law, adopted August 13, 2025, by the Board of Health, Stark County Combined General Health District.

PRESIDENT

SECRETARY

A motion was made by David Thorley, seconded by David Benner, authorizing the reimbursement of personnel items for the month of July 2025. The voice vote was unanimous, and the motion passed.

A motion was made by Braden Kail, seconded by Phil Francis, authorizing the Transfer of Appropriations for the month of July 2025. The voice vote was unanimous, and the motion passed.

A motion was made by Braden Kail, seconded by David Benner, authorizing the transfer of funds between the sick and vacation fund accounts. 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 Phil Francis, to approve the monthly financial report as presented. The voice vote was unanimous, and the motion passed.

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 2025

PERSONNEL

A motion was made by Braden Kail, seconded by David Benner, to approve the Stark County Health Department Personnel Policy updates. These updates will take effect July 9, 2025. The voice vote was unanimous, and the motion passed.

A motion was made by David Thorley, seconded by Braden Kail, to acknowledge the letter of resignation of Melody Weaver, 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 Phil Francis, to acknowledge the letter of resignation of Cassy Wolfe, Environmental Health Specialist, and grant permission for the Health Commissioner to hire a replacement. The voice vote was unanimous, and the motion passed.

BOARD OF HEALTH CONTINUING EDUCATION

Janet Allen, Program Coordinator, Nursing Services, presented The Stark County Health District's Ethics Charter.

REPORTS

Board President Jennifer Kungle presented Steve Ling, Fiscal Manager, with the Employee Recognition Silent Hero award.

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 2025

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 stated she has been busy with her regular sanitary hook-up cases.

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

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 David Benner, to approve the Stark County Combined General Health District Ethics Charter. This is a document that is required for Public Health Reaccreditation and will not supersede the personnel policy or the

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 2025

authority of the Stark County Board of Health. 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 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):

- Alliance Family Health Center; FY25 Adolescent Health Resiliency Grant; \$3,000.

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 Phil Francis, to approve Resolution # 5- 2025 for the Health Commissioner to auction the items listed in the attached asset auction list. The final method of disposal is to be determined after discussion with Legal Counsel. The voice vote was unanimous, and the motion passed.

A motion was made by David Benner, seconded by Braden Kail, to approve Resolution #6-2025 for the Health Commissioner to dispose of the items listed in the attached asset disposal list. The final method of disposal is to be determined after discussion with Legal Counsel. 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 an agreement with Diligent Electronic Security Systems to provide security systems installation and monitoring services. The contract has

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 2025

been reviewed and approved by legal counsel. The voice vote was unanimous, and the motion passed.

EXECUTIVE SESSION

There was no Executive Session.

BOARD OF HEALTH CONCERNS/HEALTH DEPARTMENT ACTIONS

A Board of Health member has requested additional review and training on the department's financial policies and procedures. In response, the Health Commissioner will schedule a Continuing Education Unit training session for the Board of Health in August. This session will provide an overview of current financial protocols and ensure all members are well-informed about the department's fiscal responsibilities.

HEALTH COMMISSIONER'S COMMENTS

Mr. Norris provided the Board with an update on House Bill #96, which was signed by Governor DeWine on June 30, 2025. The Governor vetoed the line items for the soil evaluator and the soil scientist; both remain in the code. We are waiting to see how the Federal Budget will affect the State and local health departments, once approved.

We have officially moved into the garage space. The next step is to get the security system operational.

STARK COUNTY COMBINED BOARD OF HEALTH

July 9, 2025

ADJOURNMENT

Being no further business, the meeting was adjourned at 9:09 a.m., with the next regular meeting scheduled for Wednesday, August 13, 2025, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY