

STARK COUNTY COMBINED BOARD OF HEALTH

March 8, 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 Phil Francis Braden Kail Jennifer Kungle

Terrence Seeberger Dave Thorley Karen Hiltbrand Ben Wheeler

President, David Thorley, administered the Oath of Office to reappoint Board of Health members, Terry Seeberger and David Benner.

A motion was made by David Benner, seconded by Jennifer Kungle, that the minutes of the February 8, 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 Karen Hiltbrand seconded by Braden Kail, that the following resolution authorizing payment of vouchers for February, 2023 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:

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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: April 12, 2023 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, 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 March 8, 15 and 29, 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,

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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 April 12, 2023 by 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 February, 2023. 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. The voice vote was unanimous and the motion passed.

Mr. Norris presented the financial report, 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.

PERSONNEL

A motion was made by Terry Seeberger, seconded by Karen Hiltbrand to ratify the decision of the Health Commissioner to separate from service with an employee in accordance with the Stark County Health Department Personnel Policies and the Family

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Medical Leave Act 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 Terry Seeberger, seconded by Karen Hiltbrand to grant approval for Logan Valentine to attend the Safe Kids World Wide Conference July 23-26 in National Harbor, Maryland. Registration \$350, accommodations \$1,150, transportation \$100, meals \$24, flight \$700, for a total of \$2,324. The voice vote was unanimous and the motion passed.

A motion was made by David Benner, seconded by Karen Hiltbrand to grant approval for Kelly Potkay to attend the virtual Evaluating Public Health Practice for Today and Tomorrow sponsored by National Association of County and City Health Officials (NACCHO) from July 10-13, 2023 for a registration fee of \$500. The voice vote was unanimous and the motion passed.

A motion was made by Terry Seeberger, seconded by Karen Hiltbrand to grant approval for Jorian Krob to attend the Esri Health and Human Services GIS Conference May 2-3, 2023 in Chicago, IL. Registration \$200, accommodations \$1000, meals \$160, mileage \$480, parking \$200, for a total of \$2040. The voice vote was unanimous and the motion passed.

A motion was made by Braden Kail, seconded by Jennifer Kungle to grant approval for Cassandra Johnson, Epidemiologist to join the APIC professional group and enroll in the virtual APIC EPI Education Series for infection prevention. Membership is \$235 and registration fee, \$1325 for a total of \$1560. (This is required and funded through the NACCHO grant.) The voice vote was unanimous and the motion passed.

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A motion was made by Braden Kail, seconded by David Benner to grant approval for Janet Allen, Bridget Wheeler, Cassandra Johnson and Julianna Smith to attend the World TB Day training session hosted by ODH in Columbus on March 28, 2023. Expenses: \$200 mileage and \$48 meals for a total not to exceed \$248. The voice vote was unanimous and the motion passed.

A motion was made by Phil Francis seconded by Karen Hiltbrand to acknowledge the resignation letter of Megan King, 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 David Benner, seconded by Braden Kail to acknowledge the resignation letter of Michelle Smith, Nurse Practitioner 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

Cathleen Cooper, Nursing Services, WIC Coordinator, presented on the Stark County Women, Infant, and Children Program (WIC).

REPORTS

Amanda Uhler, Director of Nursing Services presented the **NURSING REPORT**, seen in the attachment labeled Nursing Service Board Notes.

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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 that she has continued to review environmental health contracts and has seen an increase in sanitary sewer lawsuits regarding failure to connect to the sanitary sewer.

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

Variance

A motion was made by Braden Kail, seconded by Karen Hiltbrand to grant property owner Kevin Thomas, 1385 Devon Drive NW North Canton, Ohio 44720 permission to install a replacement water well that will be eighty feet (80') from the neighbor's septic leach well. Ohio Administrative Code (OAC 3701-28-7) requires private water systems to be one hundred feet (100') from a leach well.

Approval with the following condition:

1. A signed "Hold Harmless Agreement" that indemnifies the Stark County Board of Health, the Stark County Health Department, its members and employees from any and all damages which might be caused directly and indirectly by the location and installation of the said water well.

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2. Field verification by a Sanitarian that the well integrity is acceptable.

Notes: The Stark County Health Department has conducted a site inspection to verify the well location. The voice vote was unanimous and the motion passed.

OLD BUSINESS

There was no Old Business this month

NEW BUSINESS

A motion was made by Braden Kail, seconded by Jennifer Kungle to authorize the Health Commissioner to approve a purchase order regarding Stark County Data Processing for up to \$24,000 to purchase equipment to accommodate the new cloud based VOIP phone system. This is required as the current phone system is no longer being supported by the manufacturer. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Braden Kail to authorize the Health Commissioner to increase School Nursing Contracts to \$43 per hour (current hourly rate is \$40 per hour). These fees were last adjusted in 2022. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Jennifer Kungle to authorize the Health Commissioner to enter into agreements with the following entities in accordance with their specific grant program and funding amount, all through the Ohio Department of Health:

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1. Alliance City Health Department; FY23 Cribs for Kids and Safe Sleep Grant;
\$750
2. Alliance Family Health Center; FY23 Cribs for Kids and Safe Sleep Grant;
\$750
3. Early Childhood Resource Center; FY23 Cribs for Kids and Safe Sleep Grant;
\$1,500
4. Stark Metro Housing Authority; FY23 Cribs for Kids and Safe Sleep Grant;
\$750
5. Kidz in Motion; FY23 Injury Prevention – Child Injury Prevention Grant (CIAG
mini-grant); \$10,000
6. AVO Behavioral Health and Recovery; FY23 Drug Overdose Grant Program;
\$5,000

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.

A motion was made by Braden Kail, seconded by Phil Francis to authorize the Health Commissioner to enter into an agreement with Kent State University Stark Conference Center for the Daily Meeting Package Special Event Pricing for the 2023 Health Improvement Summit on June 8, 2023 for \$4,030. This will be fully or partially paid for by sponsorship and partnership contributions. 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 Jennifer Kungle, seconded by Terry Seeberger to authorize the Health Commissioner to increase private purchased vaccine prices by calculating the purchase price of the vaccine plus up to 70%. Current price is calculated by purchase price plus 10%. The voice vote was unanimous and the motion passed.

A motion was made by Karen Hiltbrand, seconded by Phil Francis to authorize the Health Commissioner to enter into an agreement with ABCD Incorporated as a transportation provider in relation to the Preconception health grant, not to exceed \$12,000. The contract has been reviewed and approved by legal counsel. The voice vote was unanimous and the motion passed.

A motion was made by Terry Seeberger, seconded by Karen Hiltbrand to authorize the purchase of a vaccine refrigerator not to exceed \$13,000. 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 reminded the Board Members that the last day to take the Cultural Health Assessment survey is end of day March 10th.

The 2023 DAC meeting was held March 2, 2023, comments from the District Advisory Council members were very positive.

Mr. Norris and Environmental Director, Paul DePasquale are in the process of visiting the townships. Feedback on health department services has been very positive.

ADJOURNMENT

Being no further business, the meeting was adjourned at 9:50 am, with the next regular meeting scheduled for Wednesday, April 12, 2023, at 8:00 a.m. at the Stark County Health Department.

PRESIDENT

SECRETARY