

Geauga County General Health District
Board of Health Meeting Minutes
January 20, 2015, 7:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. Goergen, President, called the monthly meeting of the Geauga County Board of Health to order at 7:00 p.m.

Board members present: Mr. Timothy Goergen, President, Mrs. Christina Livers, Pro-Tempore, Mr. David Gragg and Dr. Denis Rubal were present. Mr. J. David Benenati was not present.

Staff members present: Robert Weisdack, Health Commissioner; Dan Mix, Personal Health Services Director and Michael Tusick, Registered Sanitarian.

Others present: There were no others attending the meeting.

II. Pledge of Allegiance

Mr. Goergen asked everyone to stand and recite the Pledge of Allegiance.

III. Approval of Minutes

Mrs. Livers moved to approve the minutes for the December 15, 2014 Board of Health meeting. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes and Dr. Rubal, yes.

IV. Current Expenses/Financial Report

Mr. Gragg moved to approve the Current Expenses and Financial Reports, December 11, 2014 to January 15, 2015. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes

V. Administrative Hearings

a. Erinne & Kim Clausen and David & Terry Mitchell

Erinne & Kim Clausen and David & Terry Mitchell were not present. Mr. Tusick was sworn in by Mr. Goergen and stated his experience.

After a brief discussion regarding the code sections, **Mrs. Livers moved to table both Administrative Hearing cases until the February 2015 meeting. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.**

VI. Environmental Health Program Update

a. Sewage Rules Update

Mr. Weisdack, Mrs. Livers and Dr. Rubal attended the Geauga County Tea Party meeting. Mrs. Livers stated that Mr. Weisdack spoke at the meeting which was very well attended. Some people were turned away because of lack of room. Also, part of the panel of speakers were Barry Meadows, Trumbull County septic installer; Former State Rep. Matt Lynch; Senator John Ecklund; and a Trumbull County Board of Health member. Mrs. Livers stated she felt everyone did an excellent job.

Dr. Rubal asked if the health district should consider doing some seminars regarding the sewage rules. Mr. Weisdack stated that he also felt there should be some, but currently he does not have the time to do them. He said that perhaps in April or May some meetings could be arranged.

Mr. Weisdack outlined a procedure that will be followed when property owners need to address the sewage appeals board. The appeals board consists of John Ralph (appointed by Probate Judge Grendell), Herb Shubick

(appointed by the Health Commissioner), and a representative from the Ohio Department of Health. Once the appeals board has made a decision, it cannot be challenged by anyone.

b. General Information

Mr. Weisdack gave the Board information regarding how to calculate whether more staff are needed. He reviewed his calculations and findings with the Board. He also informed the Board that the health district will be required to perform more inspections as part of the Stormwater Plan.

We recently received a letter from the Geauga County Engineer informing of several areas within Chester Township that have recently tested above the limits for fecal coliform. This testing was done as part of the Stormwater Plan. The health district is required to investigate these areas because they are considered public health nuisances.

A few years ago, the Manufactured Home Park Commission took control over the licensing, inspections and enforcement of manufactured home parks from the local health districts. Mr. Weisdack recently got a notice from the Ohio Health Commissioners Association that there are many problems with this program now.

VII. Personal Health Services Update

a. Public Health Emergency Preparedness

Planning for a local response to an Ebola case throughout the region continues. There is no designated facility yet.

The 2016 PHEP grant, \$92,129.00 is earmarked for Geauga County. This is a 12.5% decrease compared to 2015 funding. ODH indicated that this funding level is not final, but only an estimate. Last year we were allocated an amount and later it was increased.

The Board was asked to approve a contract with NACCHO for the 2015-2016 Medical Reserve Corps. The Board was also asked to approve the budget not to exceed \$3,500.00.

b. Disease Surveillance

Mr. Mix stated influenza related hospitalizations included 40 admitted at UH Geauga Medical Center. Last year at this time, we had only two hospitalizations. Flu activity is off-the-chart. The number of cases are higher than in 2009 during the H1N1 Pandemic.

c. Nursing Services

During the month of December, the nursing staff provided two Amish Well Child Clinics, 5 children and adolescent immunization clinics, three Friday Morning Adult clinics, and four Senior Center clinics. Included were physician visits for 49 seniors at the Department on Aging, 20 children at the well child clinics, 261 vaccinations given to 91 children, 24 adult immunizations, 52 flu shots, 6 TB tests and 59 blood pressure screenings. The nurses also provided 5 vision screenings that resulted in providing glasses for 5 children. There were 7 newborn and two BCMH home visits. The nurses conducted 10 parochial school visits. Sixty-four communicable disease investigations were conducted in December.

The Board was asked to approve the budget revisions for CFHS and IAP.

d. WIC

The WIC caseload for December was 731. This is an 0.5% increase since November.

e. Administration

The Board was asked to acknowledge the resignation of the Fiscal Coordinator, Joclyn Matzek. Although the period of employment was short, Ms. Matzek served the residents well in her duties for the health district.

The Board was asked to advertise and hire a fiscal coordinator.

The Board was asked to approve the one-year maintenance agreement with CHC Software for our HDIS software. The Board was also asked to approve the payment of \$3,587.62 for the one-year contract and licenses.

f. Accreditation

Mr. Mix stated that the Partnership for a Healthy GEAUGA met one time in December. The Geauga County Community Health Improvement Plan has been finalized. The document will be made available to the public on January 22, 2015.

The three priority areas identified include: increase access and awareness of mental health issues; increase access to healthcare; and increase awareness and treatment options for substance abuse.

The Board was asked to approve a contract with the Ohio Public Health Partnership for a \$5,000.00 mini- grant from OPHP to prepare our performance management system. This will help us meet accreditation standard 9.1, an area we have not had any activity in the past.

Mr. Weisdack stated he is in the process of adjusting the organization of the health district. This is in response to requirements of accreditation. Mr. Weisdack is exploring the hiring of several additional staff members including a health educator, an IT person and an accreditation coordinator.

Mrs. Livers stated that the Budget Commission should be shown that funds are being encumbered to cover these extra staff members. Mr. Gragg asked that a cost estimate should also be done to show how much extra support that the new sewage rules will cost as well.

VII. Executive Session

Mrs. Livers moved to adjourn for Executive Session at 8:35 pm to discuss personnel. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes. The meeting reconvened at 8:55 pm. Mr. Goergen stated action would be taken during New Business.

IX. Old Business

There was no old business to discuss.

X. New Business

Mr. Gragg moved 1.15-a to approve the 2015 Medical Reserve Corps. contract with NACCHO. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-b to approve the 2015 Medical Reserve Corps. budget not to exceed \$3,500.00. Dr. Rubal seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-c to approve the 2015 CFHS Budget Revision not to exceed \$66,000.00. Dr. Rubal seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-d to approve the 2015 IAP Budget Revision not to exceed \$25,808.00. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-e to approve the contract with Ohio Public Health Partnership for accreditation-preparation activities not to exceed \$5,000.00. Dr. Rubal seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mrs. Livers moved 1.15-f to acknowledge the resignation of Joclyn Matzek, Fiscal Coordinator effective January 23, 2015. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-g to approve the advertising and hiring of a Fiscal Coordinator within the approved salary range. Dr. Rubal seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-h to approve the advertising and hiring of an Environmental Health Secretary/Clerk within the approved salary range. Dr. Rubal seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-i to approve the advertising and hiring of two Registered Sanitarians/Sanitarians-in-Training within the approved salary range. Dr. Rubal seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-j to approve the renewal with CHC Software for the 2015 Maintenance Agreement. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mr. Gragg moved 1.15-k to approve the payment to CHC Software for the 2015 Maintenance Agreement in an amount not to exceed \$3,587.62. Dr. Rubal seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.

Mrs. Livers moved 1.15-l to approve the increase in salary of Robert Weisdack in the amount of 3% effective January 4, 2015. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes. Mr. Weisdack expressed his appreciation to the Board. Mr. Goergen said the Board appreciates all Mr. Weisdack's hard work and dedication.

XI. Other Business

There was no other business.

XII. Meetings

Budget Workshop, February 10, 2015 at 5:00 pm in the training room at 470 Center St., Bldg. 8, Chardon, Ohio.

Regular Board of Health Meeting, February 17, 2015 at 7:00 pm in the meeting room at 470 Center St., Bldg. 8, Chardon, Ohio.

HDAC Preliminary Budget Meeting, Week of March 9-12, 2015. These dates are tentative. Location will be determined at a later date.

Regular Board of Health Meeting, March 16, 2015 at 7:00 pm in the meeting room at 470 Center St., Bldg. 8, Chardon, Ohio.

Annual HDAC Meeting, Week of March 30- 31, 2015. These dates are tentative. Location will be in the meeting room at 470 Center St., Bldg. 8, Chardon, Ohio.

XIII. Adjournment

As there was no further business to come before the Board, **Mrs. Livers moved to adjourn the meeting at 9:09 pm. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Dr. Rubal, yes.**

Respectfully submitted,

Robert K. Weisdack, R.S., M.A., M.P.H.
Secretary of the Board

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