

Geauga County General Health District
Board of Health Meeting Minutes
February 16, 2016, 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.

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

Others present: Katherine Jacob, Assistant Prosecuting Attorney and Dennis Wolcott

II. Pledge of Allegiance

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

III. Approval of Minutes

Mr. Gragg moved to approve the minutes for the January 25, 2016 and February 8, 2016 Board of Health meetings. 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.

IV. Current Expenses/Financial Report

Dr. Rubal moved to approve the Current Expenses and Financial Reports, January 15, 2016 to February 10, 2016. 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.

V. Show Cause Hearing

a. Dennis Wolcott/Wolcott Septic Tank Cleaning

Dennis Wolcott was present and sworn in by Mr. Goergen. Mr. Tusick and Mr. Weisdack were also sworn in and stated their experience.

Mr. Weisdack stated that this was a Show Cause Hearing regarding Dennis Wolcott/Wolcott Septic Tank Cleaning Inc., Registration Number 30, 13781 GAR Hwy., Hambden Twp. This case was continued from the February 8, 2016 meeting.

This case involves infractions regarding the following: Rule 40 C.F.R. 503 as outlined under the Federal USEPA. Ohio Department of Health Ohio Administrative Code Chapter 3701-29 (01-26) Sewage Treatment System Rules, Section 3767 (Nuisance) of the Ohio Revised Code. This case pertains to the illegal discharge of septage onto the surface of the ground. Discussion followed.

Mr. Weisdack gave background information regarding the case and what was observed after receiving a complaint. He explained that sewage was being illegally dumped by Mr. Wolcott which affected two separate properties.

At the last meeting, Mr. Wolcott was asked to bring his pumping receipts for 2015. When asked for them, Mr. Wolcott only had a few. Mr. Weisdack asked Mr. Wolcott if he had submitted the pump receipts to the Geauga County

Health District. Mr. Wolcott indicated he hadn't been turning them in but is now. Mr. Weisdack and the Board reviewed the receipts that Mr. Wolcott did turn in.

Mr. Weisdack and Dr. Rubal met with the property owners and they both indicated that they agreed to allow Mr. Wolcott access to their properties to clean up the affected areas.

The Board asked Mr. Wolcott if he could get the rest of the receipts. He indicated that there are no other receipts. He stated that there was 2 to 3 months of septage dumped in the affected area. Mr. Goergen stated that based on that information, this issue needs to be re-visited.

Mr. Weisdack asked Mr. Wolcott, clarifying for the record, that there were approximately 20 loads of septage dumped on the affected area. Mr. Wolcott indicated yes. Mr. Weisdack stated he would have to look at the site again.

Dr. Rubal moved to continue the hearing until the March 21, 2016 regular 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. The Board asked Mr. Wolcott to attend the meeting in March. At that time, an agreement will be presented to him to review. A final decision will be made in April.

Another meeting with Kate Jacob, Assistant Prosecuting Attorney will be held to discuss the agreement with the Board during executive session.

VI. Administrative Hearings

a. John & Stephanie Sutter

John & Stephanie Sutter were not present. Mr. Tusick was sworn in again by Mr. Goergen and stated his experience.

Mr. Tusick stated that this is an alleged code violation to the properties owned by John & Stephanie Sutter, 10655 Kinsman Rd., Newbury Twp.

This case is in regards to the following sections of Article V, of the Geauga County Health District Semi-Public Sewage Disposal System Regulations which states:

Section 52.05.02: "APPLICATION – Any person, firm, association, or corporation who, subsequent to the first day of September of that year, has intent of operating a semi-public sewage disposal system must obtain an inspection certificate from the Geauga County Health Department."

Section 52.05.04: "CERTIFICATE ISSUANCE – Certificate renewal forms will be mailed the last week of July. Owners of the property are responsible for returning the completed form and proper payment to the Geauga County Health Department by the filing deadline of September 1 of that year. All applications post marked later than the September 1 date shall be regarded as late and be subject to a 25% late fee. The fee schedule shall be adopted by the Geauga County Board of Health." Discussion followed.

Mr. Gragg moved that a code violation exists at the property owned by John & Stephanie Sutter, 10655 Kinsman Rd., Newbury Twp. 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.

Mrs. Livers moved that John & Stephanie Sutter, 10655 Kinsman Rd., Newbury Twp. be required to make application, pay for the yearly certificate along with any associated late fees 30 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. Mr. Gragg seconded the motion. 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.

b. Vivek Sharma, Tom Blair, Norm Hamski, Richard Hamski and Brian Hart

None of the above mentioned were present. Mr. Tusick was sworn in again by Mr. Goergen and stated his experience.

Mr. Tusick stated that this is an alleged code violation to the properties owned by Vivek Sharma, 9960 Campton Ridge Rd., Chardon Twp., Tom Blair, Norm Hamski, Richard Hamski, 13963 Main Market Rd., Troy Twp., and Brian Hart, 12992 Taylor Wells Rd., Claridon Twp.

Section 3701-29-25(A) of the Geauga County Health District Household Sewage Disposal System Regulations states, "An evaluation of a residential sewage system must be completed at time of transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary corrective action(s) required shall be accomplished within the time period(s) directed." Discussion followed.

Mr. Gragg moved that a code violation exists at the properties owned by Vivek Sharma, 9960 Campton Ridge Rd., Chardon Twp., Tom Blair, Norm Hamski, Richard Hamski, 13963 Main Market Rd., Troy Twp., and Brian Hart, 12992 Taylor Wells Rd., Claridon Twp. 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.

Dr. Rubal moved that Vivek Sharma, 9960 Campton Ridge Rd., Chardon Twp., Tom Blair, Norm Hamski, Richard Hamski, 13963 Main Market Rd., Troy Twp., and Brian Hart, 12992 Taylor Wells Rd., Claridon Twp. be required to make application, pay for, schedule, and complete a For Sale of Property evaluation and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of Board order. Failure to follow this order will result in referral to the Prosecutor's office for legal action. 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.

VII. Environmental Health Program Update

a. Sewage Rules

Mr. Weisdack met with some of his fellow health commissioners recently. They discussed the rules and accreditation. The group will be getting in touch with their legislators regarding these issues.

Mr. Weisdack and Mrs. Livers recently attended the Geauga Township Association meeting. Senator Ecklund asked Mr. Weisdack to provide testimony for his SB118. Mr. Weisdack invited the Board to attend as well. A date has not yet been determined.

There are several installers that failed to get their CEUs on time to be registered for 2016. They will be requesting variances from the Board once they obtain the training.

b. General Information

The director of Ohio Department of Health will be addressing the regional AOHC groups. The NE region will meet on March 4, 2016 at the Cuyahoga County Board of Health. Mr. Weisdack invited the Board to attend.

Mr. Weisdack and Mr. Mix both reported that it is estimated to cost the local health districts \$150,000.00 annually for accreditation. Mr. Weisdack stated this is putting a strain on staff resources. Mr. Weisdack stated that if a health district does not become accredited, the director of ODH has indicated they would be taken over by an accredited health district.

The new space for WIC is coming along well. This will free up space for the new staff that is needed.

VIII. Personal Health Services Update

a. Public Health Emergency Preparedness

The regional Ebola planning group will complete its planning with a tabletop exercise on May 18, 2016.

The Geauga County Healthcare Coalition continues to meet. Current members include UH Geauga Medical Center, Holly Hill, Burton Healthcare, DDC of Middlefield and Middlefield Care Center. We are trying to include representatives from Geauga County Board of Mental Health and Geauga County Department of Emergency Services.

The Board was asked to approve the FY2017 Public Health Emergency Preparedness (PHEP) budget, July 1, 2016 to June 30, 2017. The Board of Health must match funds in the amount of \$7,400.00 as part of the grant requirement.

b. Disease Surveillance

The disease count for January was 42. There was a slight increase in flu cases.

The staff investigated three reports by the Ohio EPA about high levels of lead in public water supplies in three separate locations. These locations included Gurney Elementary School, Bainbridge Center Building and ICASI Culinary School. Site visits were conducted and the staff confirmed the management of each facility was aware of the high lead levels and had already taken steps to prevent the use of water for drinking and cooking. They had already arranged for alternative drinking water for students and tenants. Gurney School notified parents that the health district would provide blood lead level screening for students if they were concerned. To date, we have not received any calls asking for the screenings.

Mr. Weisdack stated that his feeling was that in a public health emergency such as this, the cost of the screening would be absorbed by the Geauga County Health District. The Board agreed that the screening should be provided at no charge.

c. Nursing Services

During the month of January, the nursing staff provided one Amish Well Child Clinic, 4 children and adolescent immunization clinics, 3 Friday Morning Adult clinics, and 3 Senior Center clinics. Included were visits for 12 children at the well child clinics, 136 vaccinations given to 48 children, 17 adult immunizations, 74 BP and 3 TB tests. The nurses also provided vision screenings that resulted in referrals for glasses for 17 children. They also conducted 3 maternal/ newborn visits and 2 BCMH home visits. The staff visited 19 parochial schools providing services to 459 students.

The Board was asked to approve a revised budget for the CFHS grant. This is due to ODH extending the contract from June 30, 2016 to September 30, 2016. This will align it with the federal grant funding cycle.

d. WIC

The WIC caseload was 721.

Mr. Mix stated that Ohio WIC has established a quality improvement goal to increase the number of children retained in the WIC program until they are 5 years of age. In response to that goal, Geauga WIC will begin mailing 1-year birthday cards inviting parents to continue WIC services and distribute a flyer to promote WIC services to children between 1 and 5 years of age.

e. Administration

The Board was asked to approve the annual 1-year maintenance agreement and payment of maintenance costs for CHC Software (Baldwin Group) not to exceed \$3,902.00.

The Board was asked to approve the appropriation transfer of \$10,000.00 from equipment to other expense in the Sewage fund to cover increased liability, scanning and software maintenance costs for 2016.

Mr. Mix stated that a reorganization has been completed. A revised Geauga County Health District organizational chart was presented to the Board. It includes realigning two supervisor positions in the EH division, moving the nursing director to oversee the PHS division and to appoint Mr. Mix as Administrator to oversee administration. It also eliminates the Personal Health Services Director position.

In addition, the reorganization adds two new positions, including Health Educator and Accreditation Coordinator. The Board was presented with job descriptions for the Administrator, Health Educator and Accreditation Coordinator as well as a revised job description for the Computer Specialist.

The Board was asked to approve the new organizational chart and the job descriptions as presented.

The Board was asked for approval to advertise and hire a Health Educator.

These changes are being made to fulfill local health district improvement standards. We must also have a chronic disease prevention program such as tobacco prevention and childhood obesity program.

f. Accreditation

The Board was asked to approve the contact with the Hospital Council of North West Ohio to conduct the community assessment project. This is contingent upon receiving funding from partner agencies.

IX. Old Business

There was no old business to discuss.

X. New Business

Mrs. Livers moved 2.16-a to approve the preliminary 2017 Geauga County General 2rf. Health District Budget as presented. 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 2.16-b to approve the one-year maintenance agreement with CHC Software/The Baldwin Group to service HDIS. 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 2.16-c to approve the payment to CHC Software/The Baldwin Group for 2016 services not to exceed \$3,902.00. 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 2.16-d to approve the purchase of two vehicles from the sewage fund not to exceed \$40,000.00. 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 2.16-e to approve the appropriation transfer of \$10,000.00 from 6023-053-801 Equipment to 6023-053-901 Other Expense. 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.

Motion 2.16-f to approve the revised Geauga County Health District organizational chart as presented was tabled.

Motion 2.16-g to approve the job descriptions for Administrator, Health Educator and Accreditation Coordinator as presented was tabled.

Motion 2.16-h to approve the advertising and hiring of a Health Educator and Accreditation Coordinator was tabled.

Mrs. Livers moved 2.16-i to approve the contract with the Hospital Council of NW Ohio to conduct a community health assessment survey and prepare a final report in 2016, contingent upon funding from partner agencies. 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 2.16-j to approve the CFHS Budget Revision, July 1, 2015 to September 30, 2016, not to exceed \$78,748.00. 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 2.16-k to approve the contract with University Hospitals Medical Practice, July 1, 2015 to September 30, 2016, for physician services at CFHS clinics not to exceed \$12,000.00. 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 2.16-l to approve the contract with Yvonne Mulacek, RN, July 1, 2015 to September 30, 2016, to provide public health nursing services not to exceed \$3,000.00. 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 2.16-m to approve the contract with Carolyn Mann, RN, July 1, 2015 to September 30, 2016, to provide public health nursing services not to exceed \$1,500.00. 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 2.16-n to approve the contract with Barbara Eyring, RN, July 1, 2015 to September 30, 2016, to provide public health nursing services not to exceed \$1,500.00. 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.

Mrs. Livers moved 2.16-o to approve the PHEP FY2017 Budget, July 1, 2016 to June 30, 2017, not to exceed \$91,355.00. 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.

XI. Other Business

Mr. Weisdack stated that he learned from the secretary of the HDAC that no one has applied for the open Board of Health position as of yet.

XII. Meetings

Regular Board of Health Meeting, Monday, March 21, 2016 at 7:00 pm in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

Annual HDAC Meeting, Tuesday, March 22, 2016 at 7:30 pm in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

XIII Executive Session

Dr. Rubal moved to adjourn to Executive Session to discuss the Wolcott case and personnel issues. 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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