

Geauga County General Health District  
Board of Health Meeting Minutes  
June 20, 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 Mrs. Catherine Whitright. Mr. Gragg left the meeting at 8:10 pm.

Staff members present: Robert Weisdack, Health Commissioner, Dan Mix, Administrator, and Michael Tusick, Registered Sanitarian.

Others present: Ron Graham, Health Commissioner, Lake County General Health District.

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 May 16, 2016 Board of Health meeting with one correction on page 4. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

IV. Current Expenses/Financial Report

**Mr. Gragg moved to approve the Current Expenses and Financial Reports, May 13, 2016 to June 16, 2016. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

V. Administrative Hearings

a. Melissa Danz, Donald & Lisa Pavlik, Robert & Lindsay Russell, Samuel & Linda Yoder, George Clayman, Andy & Betty Miller, Joseph & Gloria Latona, Allen & Betty Weaver, Monroe & Elmina Miller, Chad Thomas, Marty & Mary Mast, Andrew & Ida Miller, Andrew Schmucker, David & Margaret Hoge, Edward Malysa, and Milan Medved.

None of the above mentioned were present. Mr. Tusick was sworn in by Mr. Goergen and stated his experience. Mr. Tusick stated that this is an alleged code violation to the properties owned by Melissa Danz, 11708 Basswood Rd., Munson Twp., Donald & Lisa Pavlik, 10660 Bell Rd., Newbury Twp., Robert & Lindsay Russell, 7330 Cedar Rd., Chester Twp., Samuel & Linda Yoder, 13946 Claridon Troy Rd., Burton Twp., George Clayman, 13366 Hidden Oaks Dr., Munson Twp., Andy & Betty Miller, 18535 Hobart Rd., Parkman Twp., Joseph & Gloria Latona, 11450 Holden Ridge Rd., Munson Twp., Allen & Betty Weaver, 16654 Hosmer Rd., Parkman Twp., Monroe & Elmina Miller, 17960 Mumford Rd., Troy Twp., Chad Thomas, 9160 Old State Rd., Hambden Twp., Marty & Mary Mast, 13870 Old State Rd., Middlefield Twp., Andrew & Ida Miller, 17785 Pioneer Rd., Huntsburg Twp., Andrew Schmucker, 17051 Shedd Rd., Parkman Twp., David & Margaret Hoge, 11735 Sperry Rd., Chester Twp., Edward Malysa, 12323 Valley Vista Dr., Munson Twp., and Milan Medved, 10509 Wilson Mills Rd., Munson 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.

**Mrs. Livers moved that a code violation exists at the properties owned by Melissa Danz, 11708 Basswood Rd., Munson Twp., Donald & Lisa Pavlik, 10660 Bell Rd., Newbury Twp., Robert & Lindsay Russell, 7330 Cedar Rd., Chester Twp., Samuel & Linda Yoder, 13946 Claridon Troy Rd., Burton Twp., George Clayman, 13366 Hidden Oaks Dr., Munson Twp., Andy & Betty Miller, 18535 Hobart Rd., Parkman Twp., Joseph & Gloria Latona, 11450 Holden Ridge Rd., Munson Twp., Allen & Betty Weaver, 16654 Hosmer Rd., Parkman Twp., Monroe & Elmina Miller, 17960 Mumford Rd., Troy Twp., Chad Thomas, 9160 Old State Rd., Hambden Twp., Marty & Mary Mast, 13870 Old State Rd., Middlefield Twp., Andrew & Ida Miller, 17785 Pioneer Rd., Huntsburg Twp., Andrew Schmucker, 17051 Shedd Rd., Parkman Twp., David & Margaret Hoge, 11735 Sperry Rd., Chester Twp., Edward Malysa, 12323 Valley Vista Dr., Munson Twp., and Milan Medved, 10509 Wilson Mills Rd., Munson Twp. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Whitright moved that Melissa Danz, 11708 Basswood Rd., Munson Twp., Donald & Lisa Pavlik, 10660 Bell Rd., Newbury Twp., Robert & Lindsay Russell, 7330 Cedar Rd., Chester Twp., Samuel & Linda Yoder, 13946 Claridon Troy Rd., Burton Twp., George Clayman, 13366 Hidden Oaks Dr., Munson Twp., Andy & Betty Miller, 18535 Hobart Rd., Parkman Twp., Joseph & Gloria Latona, 11450 Holden Ridge Rd., Munson Twp., Allen & Betty Weaver, 16654 Hosmer Rd., Parkman Twp., Monroe & Elmina Miller, 17960 Mumford Rd., Troy Twp., Chad Thomas, 9160 Old State Rd., Hambden Twp., Marty & Mary Mast, 13870 Old State Rd., Middlefield Twp., Andrew & Ida Miller, 17785 Pioneer Rd., Huntsburg Twp., Andrew Schmucker, 17051 Shedd Rd., Parkman Twp., David & Margaret Hoge, 11735 Sperry Rd., Chester Twp., Edward Malysa, 12323 Valley Vista Dr., Munson Twp., and Milan Medved, 10509 Wilson Mills Rd., Munson 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 Mrs. Whitright, yes.**

VI. Environmental Health Program Update

a. Sewage Update

Mr. Weisdack stated that a training session would be held for installers on June 23, 2016. The Geauga County Building Department will provide information regarding the requirement to get permits and inspections for sewage systems that have any electrical components. In addition, the Environmental Health staff will provide information about how to do the calculations when designing a system. Information about the Water Pollution Control Loan Fund will also be provided.

Mr. Weisdack reviewed the number and type of sewage permits issued to date vs. permits issued in 2016. The majority of these permits issued are for replacement systems. Mr. Weisdack stated that this is because of finding malfunctioning systems during the For Sale of Property evaluations.

Mr. Weisdack informed the Board of all the cases that are going to court due to no action. If property owners have failing systems, we now have the OEPA Water Pollution Control Loan Fund (WPCLF) that may be able to assist them with financial help as well as through USDA. These options will be offered to those residents.

b. Water Well Monitoring Program Update

The county commissioners passed a motion to continue the water well monitoring program with USGS until at least September 2017.

c. General Information

Mr. Weisdack has been speaking with Commissioner Claypool regarding the requirement that local health districts become accredited. Commissioner Claypool drafted a letter and submitted it to Mr. Weisdack, which was forwarded to the Board.

There have been two cases of raccoon rabies. One was in Trumbull County the other in Mahoning County. There have been no other documented cases confirmed.

Herb Shubick has submitted a grant through OEPA for funding for the Zika Virus. The grant is for \$29,000.00 and will be used to educate the residents about the hazards of standing water, which breeds mosquitos. The Medical Reserve Corp (MRC) will be involved in this grant. It will also fund an intern to conduct site visits throughout the county if there is standing water. It also covers mosquito trapping through ODH.

VII. Personal Health Services Update

a. Public Health Emergency Preparedness

The staff is spending much of their time planning the final preparations for the Republican National Conference.

The Ebola grant funding is entering its final quarter.

The Board was asked to approve the CRI 2017 budget not to exceed \$11,909.00, which is a 10% reduction in funding. The majority of these funds will be used for personnel salaries and benefits. In addition, the Board was asked to approve a contract with the City of Cleveland to provide CRI planning and training activities.

b. Disease Surveillance

The disease count for May was 34.

The staff has answered numerous questions about Zika. Links have been provided on the website to reduce those inquiries.

c. Nursing Services

During the month of May, the nursing staff provided 2 Amish Well Child Clinics, 5 children and adolescent immunization clinics, 4 Friday Morning Adult clinics, and 4 Senior Center clinics. Included were visits for 23 children at the well child clinics, 266 vaccinations given to 80 children, 8 adult immunizations, 119 BP and 1 TB tests. The nurses also provided vision screenings that resulted in referrals for glasses for 10 children. They also conducted 11 maternal/ newborn visits and 11 BCMH home visits.

The staff received training of ODH's IMPACT SIIS, which is the online database for reporting children and adolescent immunizations.

The Board was asked to approve the advertising and hiring of a part-time PHS clerical staff member for no more than 28 hours per week. This will result in a savings of nearly \$16,000.00 in health insurance costs.

d. WIC

The WIC caseload report for April was 694 and for May was 676.

The Board was asked to approve a contract with the Lake County General Health District in a partnership to provide WIC service for the Geauga County Health District. Mr. Mix stated that this contract allows Geauga WIC to continue to provide services to clients at Chardon and Middlefield clinic sites. Lake County General Health District will provide the administration and supervision of the WIC program and serve as the grant management role. Mr. Mix stated that he see the cost savings of merging the administration as a benefit to the WIC clients of Lake and Geauga Counties.

Ron Graham, Health Commissioner for the Lake County General Health District was available to speak to the Board. He stated that the grant had been submitted. It will be approximately 6 weeks before getting a Notification of Award. Mr. Graham stated that he sees the opportunity to combine the directors as an asset also.

Since the Geauga WIC has only a few employees, in the case of a shortage, staff from Lake County will be sent to the Geauga office. Mr. Graham agreed with this arrangement. He also stated that the merging of Lake and Geauga WIC has been approved by the Director of the Ohio Department of Health.

The Board was also asked to approve the WIC 2017 budget not to exceed \$144,281.96. The budget will fund the salary and benefits of 2.35 FTE WIC staff, as well as provide contracts with 2 part-time peer helpers. Personnel costs represent 93% of the expenses for the budget.

e. Administration

CFHS grand funding will no longer be available for the Amish Well Child Clinic. These funds cannot be used for funding the community health assessment (CHA) either. The grant has been renamed to Maternal and Child Health (MCH) which is the same name used by the federal block grant. Mr. Mix stated that a proposal and budget are being prepared to use the funding for several activities including: Ensuring the social-emotional health and/or addiction needs of children, adolescents, and/or pregnant and post-partum women are met; Conducting a comprehensive Nutrition/Physical Activity Community Needs Assessment to identify the nutrition/physical activity needs and gaps within the community; Implementing local infrastructure changes to reduce infant sleep-related deaths; and Conducting a Transportation Needs Assessment focusing on the maternal and child health priority populations.

f. Accreditation

All the groups are moving forward with their QI projects and have chosen some interesting potential projects. Mr. Mix said it is promising to see the staff thinking about QI.

Mr. Weisdack and Mr. Mix continue to attempt to raise funding for the 2016/2017 community health assessment. ODH has awarded each local health district with \$15,000.00 as an added subsidy that could be used either for IT improvements or to fund the CHA. Mr. Mix stated that we have received commitments from a couple agencies to assist with the CHA funding, but there is still more funding needed.

Mr. Weisdack stated he received a communication from ODH stating that accreditation must be achieved or in progress by 2020.

VIII. Old Business

There was no old business.

IX. New Business

**Mrs. Livers moved 6.16-a to approve the Lake-Geauga WIC contract with Lake County General Health District to be a sub-grantee of the Lake-Geauga WIC program with an estimated cost savings of \$60,000.00 to \$70,000.00. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Livers moved 6.16-b to approve the WIC 2017 budget not to exceed \$144,281.96. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

Mr. Weisdack presented the Board with a revised salary range list. Mr. Weisdack stated that the Geauga County Health District needs a more competitive salary range. He has had at least three people decline employment because of the current salary range. Mr. Weisdack reviewed the salary ranges for other Northeast Ohio Health Districts. He reviewed several positions and provided a list of proposed changes to the Board.

Mr. Goergen asked what the impact was to the budget. Mr. Weisdack stated that it would not affect next year's budget. Mr. Goergen would like to know what impact it would have future budgets before going forward. Mrs. Whitright stated she felt that Mr. Weisdack already knows what the impact is, or he would not have proposed the changes.

Mr. Gragg questioned whether the proposed salary ranges were too low. Mr. Weisdack stated that the ranges are actually midpoint of what the average is for the Northeast Ohio area health districts, however if we want to stay competitive we should adjust the salary ranges.

Mrs. Livers stated that the raise in minimum range also needs to be taken into consideration. She also said she is comfortable with the proposed ranges.

**Mrs. Livers moved 6.16-c to approve the revisions to the Geauga County Health District Salary Range as presented. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

Mr. Mix presented the Board with a list of what the levels of raises are for this year. The average raise is 2.45%.

**Mrs. Livers moved 6.16-d to approve the salary increases for the Health District staff effective payroll #14, as presented. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Livers moved 6.16-e to approve the PHEP 2017 Budget revision not to exceed \$87,069.00. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Livers moved 6.16-f to approve the agreement with the Cleveland Department of Public Health to administer the CRI grant activities in Geauga County. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mr. Gragg moved 6.16-g to approve the CRI 2017 Budget not to exceed \$11,909.00. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

**Mrs. Livers moved 6.16-h to approve the advertising and hiring of a part-time PHS Secretary for a maximum of 28 hours per week within the approved salary range. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.**

X. Other Business

There was no other business.

XI. Meetings

**Regular Board of Health Meeting, Monday, July 18, 2016** at 7:00 pm in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

XII. Adjourn

As there was no further business to come before the Board, **Mrs. Livers moved to adjourn the meeting at 8:21 pm. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.**

Respectfully submitted,

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

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