

Geauga County General Health District  
Board of Health Meeting Minutes  
March 21, 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, and Mr. David Gragg. Dr. Denis Rubal was not present.

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

Others present: Katherine Jacob, Assistant Prosecuting Attorney, Lisa and Thomas Steigerwald, Thomas Skolaris, Carl Goodwin, and Dennis Wolcott

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 February 16, 2016 Board of Health meetings. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

IV. Current Expenses/Financial Report

**Mr. Gragg moved to approve the Current Expenses and Financial Reports, February 11, 2016 to March 16, 2016. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, 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 he had reviewed the agreement with Mr. Wolcott after approval of Kate Jacob, Assistant Prosecutor and the Board of Health. He then read the entire agreement for the record. Mr. Weisdack asked Mr. Wolcott if he agreed that this was the document he reviewed with him. Mr. Wolcott stated it was.

The Board discussed the period for each payment and set dates for each one. Mr. Weisdack stated that he does not want Mr. Wolcott to do any work at the affected area and that a site evaluation will be conducted May 16, 2016. Mr. Wolcott needs to be present at that time to discuss the assessment.

Mr. Wolcott signed the agreement. Dr. Rubal will sign the agreement when he returns and the agreement will then be given to Mr. Wolcott.

**Mrs. Livers moved that the Board of Health accept and approve the Findings of Fact, Consent Order and Agreement between itself and Dennis Wolcott & Wolcott Septic Tank Cleaning, 13781 GAR Hwy., Hambden**

**Township, Geauga County, Ohio Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

VI. Variances

a. Aris Company, DBA: Munn Septic

Tom Skolaris was present to represent Aris Company and was sworn in by Mr. Goergen. Mr. Tusick was also sworn in and stated his experience.

Mr. Tusick stated that this is a variance request by Aris Company, DBA: Munn Septic. The request involves the section 3701-29-03 (C) (5) of the Household Sewage Treatment Systems Regulations which requires 6 continued education credits (CEUs) be obtained prior to the registration year for system installers, service providers and septic tank haulers.

3701-29-03 (C) (5) states: "Beginning with the registration year starting on January 1, 2016, proof of completion of at least six continuing education hours during the previous calendar year through educational programs approved by the department of health or demonstration of competency obtained through one of the following mechanisms:"

Based on 3701-29-03, Aris Co., DBA: Munn Septic needed to obtain 6 CEUs in 2015 to become registered as a septage hauler. The company obtained their CEU hours on January 5 & 6, 2016.

The Ohio Department of Health informed us that businesses that were in operation in 2015 needed to obtain their CEU's in 2015 or they would need to obtain a variance from the local board of health to become registered in 2016.

Aris Co., DBA: Munn Septic is requesting approval of this variance to become registered as a septage hauler in Geauga County for 2016. Discussion followed.

**Mrs. Livers moved to approve the variance as requested. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

b. Thomas Steigerwald, LLC

Thomas and Lisa Steigerwald were present and sworn in by Mr. Goergen. Mr. Tusick was sworn in again by Mr. Goergen and stated his experience.

Mr. Tusick stated that this is a variance request by Thomas Steigerwald, LLC. The request involves the section 3701-29-03 (C) (5) of the Household Sewage Treatment Systems Regulations which requires 6 continued education credits (CEUs) be obtained prior to the registration year for system installers, service providers and septic tank haulers.

3701-29-03 (C) (5) states: "Beginning with the registration year starting on January 1, 2016, proof of completion of at least six continuing education hours during the previous calendar year through educational programs approved by the department of health or demonstration of competency obtained through one of the following mechanisms:"

Based on 3701-29-03, Thomas Steigerwald, LLC needed to obtain 6 CEUs in 2015 to become registered as a septage hauler. The company obtained their CEU hours on January 27, 2016.

The Ohio Department of Health informed us that businesses that were in operation in 2015 needed to obtain their CEU's in 2015 or they would need to obtain a variance from the local board of health to become registered in 2016.

Thomas Steigerwald, LLC is requesting approval of this variance to become registered as a septage hauler, installer and service provider in Geauga County for 2016. Discussion followed.

**Mrs. Livers moved to approve the variance as requested. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

VII. Administrative Hearings

a. Carl Goodwin II

Carl Goodwin II was present and sworn in by Mr. Goergen. Mr. Tusick was sworn in again by Mr. Goergen and stated his experience.

Mr. Goodwin read a letter he had composed to the Board. His letter explained that he did not have the money to do the inspection. The letter also described he was not told that the house had been vacant or that he had to do the inspection by his realtor. His letter also stated that he did not know what to do to get this done. He stated he had the house for sale and is planning to move out of state. He asked for an extension.

Mr. Weisdack and Mr. Tusick explained the For Sale of Property procedure.

Mr. Goergen suggested that Mr. Goodwin come to the office and discuss this with either Mr. Tusick or Mr. Weisdack.

**Mrs. Livers moved to table this administrative hearing until the April 2016 Board meeting. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

b. Katherine Lovejoy, Billy & Mary Weaver, Jeffrey & Sherri Grantham, Enger Mansfield Properties LLC, Larry, Viola, Katie & Willis Miller, Alexander Bardzilauskas, Charles & Anne Fuller, Nelson Yoder, Catherine & Douglas Parr, Redean Sheppard & Adam Lapensky, Nickolas Walczak, John & Laura Byler, and John Schmauder.

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 Katherine Lovejoy, 10511 Bartholomew Rd., Auburn Twp., Billy & Mary Weaver, 13460 Bundysburg Rd., Huntsburg Twp., Jeffrey & Sherri Grantham, 10773 Butternut Rd., Munson Twp., Enger Mansfield Properties LLC, 12523 Caves Rd., Chester Twp., Larry, Viola, Katie & Willis Miller, 15543 Durkee Rd., Middlefield Twp., Alexander Bardzilauskas, 8576 Fairmount Rd., Russell Twp., Charles & Anne Fuller, 17877 Geauga Lake Rd., Bainbridge Twp., Nelson Yoder, 14800 Grove Rd., Troy Twp., Catherine & Douglas Parr, 9343 Hermitage Rd., Chardon Twp., Redean Sheppard & Adam Lapensky, 10810 Music St., Newbury Twp., Nickolas Walczak, 14036 Rock Creek Rd., Hambden Twp., John & Laura Byler, 17215 Shedd Rd., Parkman Twp., and John Schmauder, 13491 Woodin Rd., Hambden 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 Katherine Lovejoy, 10511 Bartholomew Rd., Auburn Twp., Billy & Mary Weaver, 13460 Bundysburg Rd., Huntsburg Twp., Jeffrey & Sherri Grantham, 10773 Butternut Rd., Munson Twp., Enger Mansfield Properties LLC, 12523 Caves Rd., Chester Twp., Larry, Viola, Katie & Willis Miller, 15543 Durkee Rd., Middlefield Twp., Alexander Bardzilauskas, 8576 Fairmount Rd., Russell Twp., Charles & Anne Fuller, 17877 Geauga Lake Rd., Bainbridge Twp., Nelson Yoder, 14800 Grove Rd., Troy Twp., Catherine & Douglas Parr, 9343 Hermitage Rd., Chardon Twp., Redean Sheppard & Adam Lapensky, 10810 Music St., Newbury Twp., Nickolas Walczak, 14036 Rock Creek Rd., Hambden Twp., John & Laura Byler, 17215 Shedd Rd., Parkman Twp., and John Schmauder, 13491 Woodin Rd., Hambden Twp. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

**Mrs. Livers moved that Katherine Lovejoy, 10511 Bartholomew Rd., Auburn Twp., Billy & Mary Weaver, 13460 Bundysburg Rd., Huntsburg Twp., Jeffrey & Sherri Grantham, 10773 Butternut Rd., Munson Twp., Enger Mansfield Properties LLC, 12523 Caves Rd., Chester Twp., Larry, Viola, Katie & Willis Miller, 15543 Durkee Rd., Middlefield Twp., Alexander Bardzilauskas, 8576 Fairmount Rd., Russell Twp., Charles & Anne Fuller, 17877 Geauga Lake Rd., Bainbridge Twp., Nelson Yoder, 14800 Grove Rd., Troy Twp., Catherine & Douglas Parr, 9343 Hermitage Rd., Chardon Twp., Redean Sheppard & Adam Lapensky, 10810 Music St., Newbury Twp., Nickolas Walczak, 14036 Rock Creek Rd., Hambden Twp., John & Laura Byler, 17215 Shedd Rd., Parkman Twp., and John Schmauder, 13491 Woodin Rd., Hambden 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. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

VIII. Environmental Health Program Update

a. Sewage Rules

Senator Ecklund has asked Mr. Weisdack to provide testimony for SB118. Mr. Weisdack stated he would be putting testimony together.

b. General Information

Mr. Weisdack informed the Board that the fiscal coordinator has been out of the office with illness. Mr. Mix has stepped in to fill that void. Mr. Weisdack stated he has done a great job.

Mr. Weisdack met with the President and Secretary of the HDAC recently to outline the meeting that will be held March 22, 2016. There were a couple of applicants who have applied to the vacant Board of Health position.

The state recently notified us that we would have to pay approximately \$18,000.00 per year to continue to use their internet service. Mr. Weisdack and Mr. Mix are looking into different options. We have been experiencing problems within the last year with service through the state. Sometimes the internet is so slow, it takes minutes for a page to load.

1. Public Entities Pool of Ohio Representative Visit

Mr. Weisdack met with a representative of the Public Entities Pool (PEP) of Ohio recently. As a result of the visit, no recommendations will be submitted. PEP offers some free on-line training as well. Mr. Weisdack will be posting this information for the staff in case they are interested in the training.

2. Health Rankings

Geauga County now rates as number 2 in the state in health rankings. Delaware County is now first in the state.

IX. Personal Health Services Update

a. Public Health Emergency Preparedness

The staff is participating in the Regional EPI Preparedness leading up to the Republic National Convention in July. Geauga County is within the 10 county area that RNC dignitaries, delegates and families will be residing. Procedures are being planned in the event any EPI activities take place. Geauga County Health District signed an MOU years ago to assist with additional resources are needed.

The regional and local Ebola groups continue to meet and are preparing for a tabletop exercise on May 18, 2016 in Beachwood.

b. Disease Surveillance

The disease count for February was 28. There has been increase in flu activity with reports from physicians, schools and the hospital.

c. Nursing Services

During the month of February, the nursing staff provided 3 Amish Well Child Clinics, 6 children and adolescent immunization clinics, 4 Friday Morning Adult clinics, and 3 Senior Center clinics. Included were visits for 18 children at the well child clinics, 223 vaccinations given to 57 children, 17 adult immunizations, 86 BP and 6 TB tests. The nurses also provided vision screenings that resulted in referrals for glasses for 39 children. They also conducted 2

maternal/ newborn visits and no BCMH home visits. The staff visited 19 parochial schools providing services to 548 students.

The Board was asked to acknowledge the hiring of Danielle Pearson as PHS secretary.

d. WIC

The WIC caseload for February was 719. This was a 2% decrease since January.

WIC has been asked by ODH to assist in screening clients for children and adolescent vaccine compliance. WIC will request clients to bring their records to the office visits and will copy the records to enter into our HDIS and state immunization system.

Mindy White's duties as a car seat technician has increased. She is one of a very few certified car seat technicians in Geauga County.

e. Administration

Mr. Mix presented a revised Geauga County Health District organizational chart to the Board. The reorganization 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. The changes will strengthen our capability as we move forward.

The reorganization also adds two new positions which includes a Health Educator and an Accreditation Coordinator. The Board was presented with job descriptions for the Administrator, Certified Health Educator and Accreditation Coordinator.

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 Certified Health Educator.

f. Accreditation

On March 25, the staff each will receive 4 hours of QI training provided by Amy Lee, MD, MPH from the Consortium of Eastern Ohio MPH program. The staff will focus on implementation of the Plan-Do-Check-Act (PDCA) quality improvement cycle.

At the conclusion of the training, the staff will form QI teams and will use QI principles and tools to identify, design, test, and implement a solution. This experience will assist the staff to better understand the culture of QI. In addition, this will identify individual QI leaders who will form a QIPM Council for the agency. We will then begin a process of implementing the performance management plan that was created last year and use QI on a regular basis to improve problems identified in the performance management program.

Mr. Weisdack and Mr. Mix will be meeting with Steven Jones, President of UH Geauga to discuss working together for the community health assessment. In addition, the president will be asked for assistance financially for funding the assessment.

Director of ODH held a meeting at the Cuyahoga County Board of Health recently. At that time, he indicated that he would be requiring all local health departments to become accredited by 2020. If health districts do not become accredited, they will be merged with another health department who is accredited. Regionalization was also mentioned if health district is not accredited. The Director also stated that there are no resources to help the local health districts the accreditation process

Mr. Weisdack spoke up at the meeting and voiced his concerns to the Director.

X. Old Business

Mrs. Livers moved 3.16-a to adopt Resolution 2016-3, Annual Appropriation Resolution and the final approval of the 2017 Geauga County General Health District Budget. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mrs. Livers moved 3.16-b to approve the revised Geauga County General Health District organizational chart as presented. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mr. Gragg moved 3.16-c to approve the job descriptions for Administrator, Certified Health Educator and Accreditation Coordinator as presented. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

Mr. Gragg moved 3.16-d to approve the advertising and hiring of a Certified Health Educator within the salary range of \$14.50 to \$22.00 per hour. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

XI. New Business

Mr. Gragg moved 3.16-e to acknowledge the hiring of Danielle Pearson as PHS secretary effective April 4, 2016 at a rate of \$10.25 per hour with a \$.50 per hour increase upon successful completion of 120 day probation period. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.

XII. Other Business

Mr. Weisdack stated that because of the requirements of the sewage rules and accreditation, staff would need to be increased. He will continue to look at the staffing requirements very closely. Mr. Weisdack stated that even though the staff are being stretched thin, they do an excellent job getting information to the customers.

XIII. Meetings

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

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

XIV Executive Session

As there was no further business to come before the Board, **Mr. Gragg moved to adjourn the meeting at 9:15 pm. Mrs. Livers seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mr. Gragg, yes.**

Respectfully submitted,

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

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