

Geauga County General Health District
Board of Health Meeting Minutes
July 24, 2017, 5:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. Timothy Goergen, President, called the monthly meeting of the Geauga County Board of Health to order at 5:00 p.m.

Board members present: Mr. Timothy Goergen, President, Mr. David Gragg, Interim Pro-Tem, Mrs. Catherine Whitright and Dr. Jonathan Wynbrandt. Mrs. Christina Livers was not present.

Staff members present: Robert Weisdack, Health Commissioner, Herb Shubick, Interim Environmental Health Director, Darla Andrews, Health and Wellness Director, and Alta Wendell, Administrative Assistant.

Others present: Adam Litke and Tammy Spencer.

II. Pledge of Allegiance

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

III. Approval of Board Minutes

Mr. Gragg moved to approve the minutes for the June 13, 2017 Special Board of Health meeting and June 19, 2017 Regular Board of Health meeting. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, abstain; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

V. Environmental Health Program Update

a. Ohio Department of Agriculture Survey

We recently had a survey conducted of the food program by ODA. Due to the recent findings with the former food inspectors, they are questioning the authenticity and validity of the inspections of food facilities. They are considering disqualifying all inspections done. Mr. Weisdack and Mr. Shubick plan to fight against that ruling, however, we will most likely be placed on probation.

b. Pinnacle Woods

The USEPA has found Pinnacle Woods in Hambden Twp. to be a lead hazard. This is currently a paintball facility, but previously in years past was a shooting range. USEPA at first stated that there were funds to clean up the site, but more recently indicated there were not funds available. There has been discussion regarding posting signs warning people of possible exposure to high lead levels. The prosecutor's office has indicated that the site must be deemed a public health nuisance before the health district can be involved. This would give us jurisdiction to close the location if necessary.

ODH has indicated that they would like the health district to post signs. Mr. Weisdack is working with the prosecutor's office to come up with a mutually acceptable plan.

Mr. Goergen moved that the BOH accept any language the Geauga County Prosecutor uses for the lead contamination as a public health nuisance. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

c. Camp Plast

Tammy Spencer reported that last week a call was received from the camp director that several children at the camp were ill with the same symptoms. At that time, the camp director was instructed to close the pool.

As the week went on, the number of children affected went from several to over 30 being ill. The camp director was given the chance to voluntarily close the camp. By this time, approximately 200 children were exposed along with 50 – 70 adults.

We were not notified of the children being sick for several days after the first child became ill, so no food samples were tested.

The Geauga County Health District was at the camp the day the initial call came in for routine food and pool inspections. At that time, no violations were found, however, we were not informed of any ill children during our inspections.

The camp is now closed and a professional cleaning company has been contracted with to clean the entire camp.

Mr. Goergen stated that someone should be held accountable for this and prosecuted to the fullest extent of the law.

Testing is being done. There are several children in the hospital. The case is still active and it appears it will be for some time.

d. USGS Study

Mr. Weisdack will be attending a meeting tomorrow evening regarding the USGS Well Monitoring Study. He has previously provided the committee with a flow chart showing how they can obtain & maintain a database of the water well; both quantity and quality.

VI. Health and Wellness

a. Public Health Emergency Preparedness

Mrs. Andrews reported that the alarms that monitor the vaccines, Emergency Preparedness rooms and lobby entrances malfunctioned recently. The maintenance company repaired them but there were still problems. The company upgraded our system and the alarms are now functioning correctly.

b. Disease Surveillance

There were 29 confirmed cases of communicable diseases during the month of June. Forty-one percent were STDs.

c. Nursing Services

Mrs. Andrews stated that the nurses completed infectious disease screenings for Jobs and Family Services for foster children. We receive \$40.00 for each screening we conduct.

The nursing staff completed Healthcare Provider Basic Life Support training, attended a vaccine update and attended a Tobacco Prevention presentation. Other staff completed CPR/AED training.

We found that our contact list for stakeholders was very outdated. These contacts are key people and agencies in the county we go to for input, projects and support. The Health and Wellness clerical staff spent a lot of time updating the list and we now have a plan to keep it current.

d. Grants

1. Public Health Emergency Preparedness (PHEP)

The PHEP final quarter expenditure report was submitted to ODH for the grant year ending June 30,

2017. For 2017-2018 PHEP grant, PHEP and CRI are combined. We will no longer receive payments from the City of Cleveland. All payments will come directly from ODH. The grant is now deliverable based only with 24 deliverables being required. As the deliverables are completed, we will bill for them.

2. Immunization Action Plan (IAP)

An immunization assessment of physician practices is underway. There are two scheduled for July.

3. Maternal Child Health (MCH)

The Nutrition/Physical Activity Assessment has been completed and is in draft form. The final report should be ready next week. The Transportation Survey is also complete. The survey indicated no transportation issues in Geauga County, therefore, we could not further pursue grant money for this deliverable.

There are currently three agencies involved with Safe Sleep, which include Middlefield Care Center, Birthright and Geauga Public Health. Mrs. Andrews is in the process of recruiting more agencies, which would make the grant eligible for more funding.

4. Ebola

The Ebola grant is completed. Payment has been received by Cuyahoga County Board of Health for the refund.

5. Cities Readiness Initiative (CRI)

The final invoice was submitted in June. Once the payment is received, we will have recovered 93% of the grant. It was challenging to obtain 93% due to all the incorrect fringes that had been billed from the beginning of the grant.

VII. Accreditation

The Community Health Assessment (CHA) is complete. The community event to release the report was held June 29, 2017.

Mr. Weisdack stated that there is a committee working on the Strategic Plan. Once a draft is ready, it will be given to the Board for review and input. Developing the plan requires Board of Health participation.

Mr. Weisdack submitted a report showing the revenue and expenses of accreditation. To date, we have spent almost \$100,000.00.

VIII. Financial Report

Mr. Weisdack and Mr. Litke provided information to the Board regarding salary ranges. Mr. Weisdack stated that our current salary range list is very outdated. He will be reviewing and bringing a proposal to the Board in the future to be discussed.

There was also discussion whether to use a percentage or a dollar-amount when giving staff annual increases. The majority stated that a percentage should be used when calculating increases.

Mr. Litke provided information to the Board about a recent records retention training he attended. At the training, emails, voice mails and text messages were a major discussion. The Board will be receiving training from Mr. Litke regarding records retention. This will be part of the two-hour training the Board needs per year.

IX. Old Business

The Board was asked to consider entering into a contract with Ron Graham to assist us with the accreditation process. Mr. Weisdack stated that he felt it would be beneficial for the health district to take advantage of entering into the contract.

Mr. Gragg moved 7.24.17-a to approve the contract with Ron Graham to provide services to assist with the accreditation process not to exceed \$15,000.00. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

X. New Business

Mr. Gragg moved 7.24.17-b to approve the transfer from 6025-053-999-Transfers Out to 6025-053-701-Materials and Supplies within the Immunization Action Plan fund to cover material and supplies for the rest of 2017. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-c to approve the Revenue Certification adjustment for 6002-452-5300 Board of Health Other Revenue to \$50,000.00. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-d to approve the Appropriation transfer from 6002-501-000 Salaries to 6002-999-00 Transfers Out in an amount not to exceed \$75,000.00 within the Board of Health fund. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-e to approve the transfer of \$75,000.00 from 6002-999-00 Board of Health Transfers Out to 6036-499-00 Environmental Health Assistance Transfers In. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-f to approve the Revenue Certification for 6036-499-00 Environmental Health Assistance Transfers In not to exceed \$75,000.00. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-g to approve the contract with Job and Family Services to provide infectious disease screening for foster children. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-h to approve the contract with Kent State University to provide EPI consultation services as required by the PHEP grant. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-i to approve the advertising and hiring of a Sanitarian-in-Training or Registered Sanitarian within the approved salary range. Dr. Wynbrandt seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-j to table the advertising and hiring of a Fiscal Coordinator within the approved salary range. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

Mr. Gragg moved 7.24.17-k to approve the revision to Section C: Employee Performance 2: Probation of the Personnel Policy, which changes the probationary period from 120 days (for full-time employees) or 700 hours (for part-time or intermittent employees) to 180 days (for full-time employees) or 1050 hours (for part-time or intermittent employees). Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

XI. Executive Session

Mr. Gragg moved to adjourn to Executive Session at 7:22 p.m. to discuss pending litigation. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; Mrs. Whitright, yes; and Dr. Wynbrandt, yes.

XII. Meetings

Regular Board of Health Meeting, Monday, August 21, 2017 at 5:00 p.m. in the meeting room of 470

Center St., Bldg. 8, Chardon, Ohio.

XIII. Adjourn

As there was no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,

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

a