

Geauga County General Health District
Board of Health Special Meeting Minutes
March 13, 2017, 2:00 p.m.
Geauga County Health District Office
470 Center St., Bldg. 8, Chardon, Ohio

I. Call to Order

Mr. Goergen, President, called the monthly meeting of the Geauga County Board of Health to order at 2:04 pm.

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

Staff present: Robert Weisdack, Health Commissioner and Alta Wendell, Administrative Assistant.

Others present: Julie Stout, AdvanDesign and Adam Litke.

II. Pledge of Allegiance

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

III. New Business

There is the possibility of inclement weather in the forecast for the next few days. The Board instructed Mr. Weisdack to close the office if the other county offices are closed.

Julie Stout of AdvanDesign was present to speak to the Board about the Geauga County Health District website and logo design. She described several different options to reach the residents to make the health district more visible in the community. This will include website design, logo design and branding. She discussed the importance of making the website mobile-friendly.

Mr. Goergen stated he would like to establish a more personal link with the residents and to be more visible in the community. This would include a possible community relations campaign as well as making the vehicles more prominent with the health district logo on them.

After discussion, Ms. Stout stated she would look at other health district websites and come up with a proposal which she will provide to the Board at the March 20, 2017 meeting.

Mrs. Livers moved to approve the proposal by Julie Stout to update the website and design a new health district logo not to exceed \$12,000.00. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.

The Board took a short recess at 2:52 p.m. The meeting reconvened at 3:00 p.m.

Mrs. Livers moved to adjourn to Executive Session at 3:01 p.m. to discuss potential litigation. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes. The meeting reconvened at 4:02 p.m.

Mrs. Livers moved to enter into a contract with Adam Litke for financial and HR services in order of priority at a rate of \$55.00 per hour not to exceed \$20,000.00, pending prosecutor's approval.

1. Agency budget review and development
2. Agency grant review and oversight
3. Training of Agency staff and grant management
4. Attendance at Board of Health meetings as requested.
5. Agency HR Policy and training support

Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.

IV. Executive Session

Mrs. Livers moved to go into Executive Session at 4:10 p.m. to discuss discipline of an agency employee. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes. The meeting reconvened at 5:06 p.m.

Mrs. Livers moved that the Board of Health suspend Rebecca Buddenburg without pay for the dates of March 21, 2017, March 22, 2017 and March 23, 2017 based on her actions as described and discussed in the disciplinary memo delivered to her February 24, 2017 and discussed March 3, 2017 with the Health Commissioner. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.

V. Old Business

Mrs. Livers moved 3.13.17-a to approve the revised Geauga County Health District Organization Chart as presented. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.

Mrs. Livers moved to reassign Rebecca Buddenburg to PHS Clerical at a rate of \$10.25 per hour effective March 24, 2017. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.

Mrs. Livers moved 3.13.17-b to approve the increase in hours for Herb Shubick, Interim Environmental health Director to 40 hours per week. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.

VI. Other Business

Mrs. Livers moved that all Geauga County Health District enforcement and regulatory analysis correspondence must be reviewed and approved by the Division Director and/or Health Commissioner. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mrs. Livers, yes; and Mrs. Whitright, yes.

VII. Meetings

Regular Board of Health Meeting, Monday, March 20, 2017 at 5:00 pm in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

VIII. Adjourn

As there was no further business to come before the Board, Mrs. Livers moved to adjourn the meeting at 5:27 p.m. 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, RS, MA, MPH
Secretary of the Board

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