

Geauga Public Health
Board of Health Meeting Minutes
December 17, 2018, 5:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. David Gragg, President, called the monthly meeting of the Geauga County Board of Health to order at 5:01 p.m.

Board members present: Mr. David Gragg, President, Mrs. Catherine Whitright, Mr. Richard Piraino, Ms. Stephanie Yeaglin, and Dr. Patricia Levan.

Staff members present: David Sage, Interim Health Commissioner, Christine Wyers, Director of Nursing, Alta Wendell, Administrative Assistant, and Dr. Brad Moritz, Medical Director.

Others present: Thomas Quade, Linda Applebaum, APA, Adam Litke, Nancy Tvergyak, and Karen DeWeese.

II. Pledge of Allegiance

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

III. Approval of Board Minutes

Mrs. Whitright moved to approve the minutes from the November 19, 2018 regular meeting with corrections. Mr. Piraino seconded the motion. Motion carried.

IV. Approval of Current Expense and Financial Reports

Mr. Piraino moved to approve the Current Expense and Financial Reports November 16, 2018 to December 12, 2018. Mrs. Whitright seconded the motion. Motion carried.

Mr. Litke explained that any funds leftover from the 2018 budget would be the carryover. He explained the need for a "rainy day" fund in case we are forced to provide our own building space, plan for retirement payouts and other things that would be a large hit to the health district budget. He also explained that he is working with the Fiscal Coordinator to make each fund consistent with the line-item delineations. Mr. Litke answered other questions regarding the budget.

V. Welcome Dr. Patricia Levan

Mr. Gragg welcomed Dr. Levan to the Board. Dr. Levan stated she was looking forward to working with the Board.

VI. Election of Pro-Tem

Mr. Gragg moved to nominate Mr. Piraino as Pro-Tem. Mrs. Whitright seconded the motion. Mr. Piraino accepted the nomination. Mr. Gragg, yes; Mrs. Whitright, yes; Mr. Piraino, abstain; Ms. Yeaglin, yes; and Dr. Levan, yes.

VII. Accreditation

Dr. Wyers reported that a meeting was held recently with Emily Franz, Accreditation Consultant, Ms. Gigliotti, Mr. Quade and herself to review where the health district is currently. They set timelines to get items accomplished. They anticipate having everything submitted by November 2019.

Each employee was given an updated job description, which contains the public health competencies. The job descriptions will be used in conjunction with the new performance evaluation process. Dr. Wyers sent out an

employee satisfaction survey. Once she compiles the results, they will be shared with the Board and the staff. In the meantime, management is working on some employee morale ideas.

VIII. Executive Session

Mrs. Whitright moved to adjourn for Executive Session at 5:24 p.m. to discuss compensation of personnel, pending litigation and real property. Mr. Piraino seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; Mr. Piraino, yes; Ms. Yeaglin, yes; and Dr. Levan, yes. The meeting reconvened at 7:05 p.m.

IX. Environmental Health Program Update

Mr. Sage and Mr. Gragg went to Columbus recently to meet with representatives of the Ohio Department of Agriculture to discuss the recent food program survey results. ODA was glad to see that the health district has corrected some of the past issues and has a plan to move forward.

We received the results of the recent survey conducted by the Ohio Department of Health. Due to some issues, the health district is on provisional approval. Mr. Sage will be writing an action plan to address areas that need improvement. Some of the issues were due to a misunderstanding of a section of the code and the lack of policies and procedures that should have been in place for many years.

X. Health and Wellness

Dr. Wyers reported that the EPI has been hired that the health district will contract for with Lake County. She is an LPN and will begin in January covering our communicable disease surveillance cases that Tammy Spencer has been covering.

The PHEP and Get Vaccinated Ohio grants are on track. There are many deliverables due by the end of the month.

An Amish Well Child clinic has been scheduled for January 2019. A fee of \$20.00 per child will be charged to help augment the funding that UH has provided. The location has not been determined. Because the children are uninsured or under-insured, we can use the vaccine ODH supplies.

XI. Old Business

There was no old business to discuss.

XII. New Business

Mrs. Whitright moved 12.17.18-a to adopt Resolution 2018-22 – A Resolution allowing the waiving of required soils based on OAC 3701-29-09 (A). Mr. Piraino seconded the motion. Motion carried.

Mrs. Whitright moved 12.17.18-b to approve the 2019 Solid Waste Contract with Geauga Trumbull Solid Waste Management District. Mr. Piraino seconded the motion. Motion carried.

Mr. Piraino moved 12.17.18-c to approve the salary adjustments for health district staff as presented and authorize the health commissioner to make salary adjustments as needed. Ms. Yeaglin seconded the motion. Motion carried.

XIII. Other Business

There was no other business to discuss.

XIV. Meetings

Regular Board of Health Meeting, Tuesday, January 22, 2019 at 5:00 p.m. in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

XV. Adjourn

As there was no further business to come before the Board, the meeting was adjourned at 7:19 p.m.

Respectfully submitted,

David Sage, Interim Health Commissioner

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