

Geauga County General Health District
Board of Health Special Meeting Minutes
February 13, 2018, 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 special meeting of the Geauga County Board of Health to order at 5:04 p.m.

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

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

Others present: Adam Litke, Financial Consultant

II. Pledge of Allegiance

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

III. Approval of Then & Nows

Mr. Goergen moved 2.13.18-a to adopt Resolution 2018-2 Authorizing Payment to Ulmer & Berne, LLP not to exceed \$2,503.00. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

Mr. Goergen moved 2.13.18-b to adopt Resolution 2018-3 Authorizing Payment to Treasurer, State of Ohio not to exceed \$3,692.00. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

Mr. Goergen moved 2.13.18-c to adopt Resolution 2018-4 Authorizing Payment to ACE not to exceed \$6,285.00. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

Mr. Goergen moved 2.13.18-d to adopt Resolution 2018-5 Authorizing Payment to Lake County General Health District not to exceed \$6,141.00. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

Mr. Goergen moved 2.13.18-e to adopt Resolution 2018-6 Authorizing Payment to MNJ Technologies not to exceed \$723.12. Mr. Gragg seconded the motion.

IV. Funds Transfer

Mr. Goergen moved 2.13.18-f to approve the transfer of \$25,000.00 from Board of Health 6002-053-999 Transfers Out to Solid/Infectious Waste 6008-053-499 Transfers In. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

V. Geauga County Health District 2019 Preliminary Budget Review

Mr. Litke reviewed the preliminary budget with the Board. Even though we still have a substantial cash carryover, it continues to decline. The levy amount has not increased. Health insurance and salaries for the staff have increased. Everyday expenses continue to increase also. Nursing grants continue to decrease across the state.

At this time, the general fund is barely covering its own expenses. The revenue for other funds such as sewage, for sale of property and private water are trending down. There has not been fee increases in many years.

The levy will expire in 2018 but we will continue to collect revenue from it through 2019. Mr. Litke stated that the Board will need to discuss and decide whether to go with a renewal or replacement levy. Mr. Weisdack explained the differences between the two. Mr. Litke also discussed how inside assessments are decided and developed.

During the last audit, it was noted that funds were not being recorded correctly. Mr. Litke explained that new line items have been added to each fund to help track revenue and expenses more accurately.

Mr. Weisdack said that at the Budget Commission meeting in 2017, he was told to spend down the cash carryover or risk losing the levy revenue for 2019. He was told to hire staff and reduce fees. He specifically was told to hire a fiscal coordinator. Several purchases are planned for 2018. Environmental Health is in desperate need of a new file system. The current system is completely full and the unit has been discontinued. Files are being housed on temporary shelving in the hallways. Furniture will also be purchased for the EH clerical area to allow for safety and better workspace efficiency. The furniture that is currently used by some of the staff is falling apart.

The Board will need to discuss how they would like to go forward so that the health district can sustain itself in the future. This will correlate to staffing levels most likely. Directors will need to have a budget set for their divisions. Clinic staffing need to be looked at closely to determine that they are run in the most efficient way possible or if the clinics should even continue.

At a previous meeting, the Board had discussed a need to develop a Grants Manager Division. This position would apply for grants that would provide revenue to the health district. These grants could offset some to the salary of many of the staff. The Board agreed this is a priority.

The Board will be discussing the budget further in future meetings.

VI. Other Business

Mr. Goergen moved 2.13.18-g to acknowledge the retirement of Debora Delbo, EH Secretary, effective February 28, 2018. Mr. Gragg seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes.

VII. Meetings

Regular Board of Health Meeting, Tuesday, February 20, 2018 at 5:00 p.m. in the small meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

Annual HDAC meeting, Tuesday March 27, 2018 at 7:00 p.m. 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, **Mr. Gragg moved to adjourn the meeting at 7:13 p.m. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Goergen, yes; Mr. Gragg, yes; and Mrs. Whitright, yes; and Dr. Wynbrandt, yes.**

Respectfully submitted,

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

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