

Geauga Public Health
Board of Health Meeting Minutes
October 15, 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 5:00 p.m.

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

Staff members present: David Sage, Interim Health Commissioner, Christine Wyers, Director of Nursing, Alta Wendell, Administrative Assistant, Dr. Brad Moritz, Medical Director, Christie Gigliotti, Accreditation Coordinator, and Zachary Myers, Registered Sanitarian.

Others present: Tammy Spencer, Adam Litke, Dr. Jennifer Williams-Reid, Karen DeWeese, and Thomas Quade.

II. Pledge of Allegiance

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

III. Welcome

The Board of Health welcomed Ms. Yeaglin to the group. She is a City of Chardon resident and is finishing out the term of Mrs. Livers who recently resigned from the Board.

Mr. Gragg also welcomed Thomas Quade to the meeting. Mr. Quade was recently offered, and accepted, the role of Geauga County Health Commissioner. He will begin his employment January 2, 2019.

The Board also welcomed Cris Wyers, Director of Nursing, who was recently hired.

IV. Approval of Board Minutes

Mrs. Whitright moved to approve the minutes from the September 24, 2018 meeting. Mr. Piraino seconded the motion. Motion carried.

V. Approval of Current Expense and Financial Reports

Mr. Piraino moved to approve the Current Expense and Financial Reports September 13, 2018 to October 11, 2018. Mrs. Whitright seconded the motion. Motion carried.

a. Board of Health Training- Health Department Budgets 101

Mr. Litke provided a 30-minute training explained the new financial reports that are being provided to the Board, monthly. He explained that the reports show where the health district revenue and expenses currently stand. He stated that the budget is on track and in good shape. The Board will be provided financial reports that span the entire month so that it is easier to see where the budget actually stands. Mr. Litke showed the Board how to read the financial reports and explained what each column means.

He also explained that the grants are deliverable based now which is much different from how they were run in the past. We must perform the work before we get the funds for the grant. Mr. Litke explained that staff are now being charged to each of the grants. This was not done in the past. He explained the importance of having some reserve in case of some sort of an emergency.

Mr. Litke suggested putting funds aside for capital improvements in case we have to maintain our own building, retirement fund, and having funds available for the years where there are 27 pays.

The Board discussed what would happen if the levy does not pass. Mr. Litke stated that per the ORC, the Board would have to go to the subdivisions for assessments. They would have some say in what is funded and what is not. Mr. Litke will be developing a budget in case the levy does not pass. The current levy collects through 2019.

Mr. Litke explained the process if subdivision assessments must be assessed.

VI. Environmental Health Program Update

a. ODH Survey

Mr. Sage reported the ODH Food Survey began October 9, 2018. The food sanitarians are working with a representative from ODH. The survey includes evaluations of paperwork and as well as on-site evaluations. The report should be completed by the end of the month.

b. Board of Health Training-Body Art 101

Zach Myers gave a 30-minute presentation on Body Art regulations and procedures. Body art includes tattooing, body piercing, micro blading, branding, scarification and dermal implants. Currently, Geauga County has establishments that perform tattooing and micro blading.

VII. Health and Wellness

Dr. Wyers reported that grant period for Maternal Child Health has ended and the final report has been submitted. We are awaiting the final payment of \$7,500.00

Dr. Wyers stated she is waiting on formal documentation from UH Geauga stating that they are providing \$7,000.00 for the Amish Well Child Clinics. Emergency walk-in immunization clinics have been scheduled for October 22, 2018 and November 5, 2018. Announcements were sent out into the community with the details. UH will provide two nurses and we have some volunteer RNs to help with intake and immunizations. We anticipate having quite a few clients at these clinics. More clinics dates will be discussed with the people and agencies involved.

Ms. Spencer continues to cover the EPI position. There were 32 communicable disease cases and 4 non-cases in September. She has been going to ongoing meetings to update the NEO Regional EPI Plan.

The PHEP grand expenditures were \$32,293.00, which included two more deliverables from the time of the last report. ODH re-allocated an additional \$2,181.00 for PHEP, which required a new budget and MATCH letter. The new grant total is \$120,467.00. The Board was asked to approve a budget revision reflecting this additional funding.

a. Dr. Williams-Reid

Dr. Jennifer Williams-Reid expressed her happiness that the emergency immunization clinics could be held. There is a problem with the Amish community getting into the immunization clinics now that they are appointment only.

VIII. Accreditation

The Board was provided a copy of the Strategic Plan for review at the last meeting. Ms. Gigliotti reviewed some of the important parts of the plan, which include priority areas and objectives. She also discussed the implementation plan. There will be documentation, which will monitor the process for accountability.

The steering committee decided to use Hospital Council of Northwest Ohio for the Community Health Assessment (CHA). The contract is in the process of being developed. UH Geauga is lead on the CHA.

The Community Health Improvement Plan (CHIP) meeting is being held October 25, 2018. Ms. Gigliotti is hoping that all the key players will attend to get needed updates on priority topics for the CHIP. Mrs. Whitright suggested calling each person with a reminder that the meeting is very important.

Mrs. Whitright moved 10.15.18-a to approve and adopt the 2018-2019 Geauga Public Health Strategic Plan. Mr. Piraino seconded the motion. Motion carried.

IX. Old Business

a. Board of Health Bylaws Amendment

Linda Applebaum, Assistant Prosecuting Attorney had suggested the Board amend Appendix paragraph (7) which requires a representative from the prosecutor's office be present at all executive session discussions. The amendment would change it to have counsel present as needed. The Board agreed that this should be changed. The Bylaws require any proposed changes be discussed and then voted on at the next meeting, so motion 10.15.18-b was tabled.

X. Executive Session

Mrs. Whitright moved to adjourn for Executive Session at 5:43 p.m. to discuss personnel and contracts. Mr. Piraino seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; Mr. Piraino, yes; and Ms. Yeaglin, yes. The meeting reconvened at 6:09 p.m.

XI. New Business

Mr. Piraino moved 10.15.18-c to appoint Christine Wyers as the representative to the Family First Council, effective January 2019. Mrs. Whitright seconded the motion. Motion carried.

Mr. Piraino moved 10.15.18-d to increase the 2019 Geauga County Health District health insurance employee contribution rates as presented. Mrs. Whitright seconded the motion. The Board discussed the difference between the county's employee contribution rates and the current contribution rates for the health district staff. The Board decided to approve an adjustment to the health district staff 2019 contribution rates. **Motion carried.**

Mrs. Whitright moved to adopt Resolution 2018-18 to approve the payment of a Then & Now for the Clerk of Courts not to exceed \$160.09. Mr. Piraino seconded the motion. Motion carried.

Mrs. Whitright moved 10.15.18-f to approve the 2018-2019 PHEP Budget Revision not to exceed \$120,467.00. Mr. Piraino seconded the motion. Motion carried.

Mr. Gragg stated that he received an email from Dr. Wynbrandt indicating he was resigning from the Board due to time constraints with his job. **Mr. Piraino moved 10.15.18g to accept the resignation of Dr. Jonathon Wynbrandt effective October 15, 2018 and direct the composing of a letter to the HDAC President asking them to seek out a new Board of Health member that meets the medical requirements as soon as possible. Mrs. Whitright seconded the motion. Motion carried.**

XII. Other Business

a. Geauga County Offices Closure

Mr. Sage reported that the county commissioners are closing all offices on December 24, 2018 and January 31, 2018.

XIII. Meetings

Regular Board of Health Meeting, Monday, November 19, 2018 at 5:00 p.m. in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

XIV. Adjourn

As there was no further business to come before the Board, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

David Sage, Interim Health Commissioner

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