

Geauga County General Health District
Board of Health Meeting Minutes
September 24, 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 and Dr. Jonathan Wynbrandt.

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

Others present: Tammy Spencer, Adam Litke and Emily Franz.

II. Pledge of Allegiance

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

III. Approval of Board Minutes

Mr. Piraino moved to approve the minutes from the August 20, 2018 meeting. Mrs. Whitright seconded the motion. Motion carried.

IV. Approval of Current Expense and Financial Reports

Mrs. Whitright moved to approve the Current Expense and Financial Reports August 17, 2018 to September 13, 2018. Dr. Wynbrandt seconded the motion. Motion carried.

a. Board of Health Training- Health Department Budgets 101

Due to time constraints, the training will be done at next month's regular meeting.

V. Environmental Health Program Update

a. ODH Survey

Mr. Sage reported the ODH Food Survey will begin October 9, 2018. They will do a file review and also will do an in-field survey of the food staff. We will be the first health department to be surveyed with the new format. The focus on food inspections is not on education, but more on penalties and violations. There are new 3-page inspection forms which are taking more time to complete. The change in the formats at ODH is to put them more inline with ODA.

VI. Health and Wellness

a. Amish Vision Screening

Mr. Sage and Mary Ann Marsh have been meeting with UH Geauga for support of the Amish Vision Screening program. They have been very receptive and have agreed to cover most of the cost associated with the program. This was something that the Board was told couldn't be done, but Mr. Sage and Mrs. Marsh were able to get it accomplished within just a few short weeks.

The Maternal Child Health grant is ending. The final session of the Nutrition Program was held. There were 12 school-age children who participated in the program.

Dr. Wynbrandt has been in communication with Dr. Williams-Reid regarding the Amish Well Child clinics. The clinics are by appointment only now and are currently booked way into the future. Dr. Williams-Reid is concerned because of a Pertussis outbreak currently going on within the Amish community. Donald DeCarlo from UH Geauga has

offered \$7,000.00 towards the clinics. Dr. Wynbrandt stated that with an outbreak, \$7,000.00 would be used up very quickly.

The Amish Well Child clinic funding was cut by ODH approximately 2 years ago because they want to get away from individual care. Dr. Wynbrandt stated that we could provide individual care along with education and still be able to help the community.

Mr. Sage reported on Emergency Preparedness. Mrs. Spencer continues to cover for the full-time Disease Surveillance position. She has been attending many meetings to meet grant deliverables. She and other health district staff attended the Perry Nuclear Power Plant drill recently. To date, we have received approximately \$158,000.00 for the PHEP grant.

VII. Accreditation

The Board was provided a copy of the Strategic Plan for review. It will be voted on at the next regular meeting.

Emily Franz, Consultant with ALPHA was present to explain her services for accreditation. Ms. Franz has been business for 4 years providing accreditation consulting services to health districts around the country. She has a 100% success record to date. She would provide most of the support remotely- with assistance from two of her support people and a staff member from the health district.

VIII. Old Business

a. Board of Health Waiver

The Board was provided a waiver regarding their compensation for attendance at Geauga County Board of Health meetings. Each Board member was given the option to waive the compensation or choose to receive it.

b. Board of Health Bylaws

Mr. Gragg reviewed some items within the bylaws.

- Emails, texts and other communication that discusses health district business is considered public record.
- It is important that each Board member attends the meetings to assure a quorum.
- The Board does not have the authority to direct the staff to do things.
- The health commissioner is the direct contact for the media. The Board should refer any requests for comments from the media to the health commissioner.
- All legal questions must go through the prosecutor's office.
- Board members must not speak or discuss topics on the Board's behalf without permission from the Board.

IX. Executive Session

Dr. Wynbrandt moved to adjourn for Executive Session at 5:30 p.m. to discuss personnel and contracts. Mrs. Whitright seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mrs. Whitright, yes; Dr. Wynbrandt, yes; and Mr. Piraino, yes. The meeting reconvened at 6:53 p.m. Dr. Wynbrandt left the meeting at 7:00 p.m. before New Business.

XI. New Business

The county commissioners are discussing building new offices. At this time, it does not appear that the health district will be included in that plan. Mr. Sage said that there has been rumor of beginning to charge the health district rent. He asked the Board's approval to discuss this issue of rent and space within the new building. If rent will be applied, we need to begin budgeting for it. The Board agreed.

Mr. Piraino moved 9.24.18-a to approve the renewal of the University of Pittsburg RODS Agreement, July 1, 2018 through June 31, 2019. Mrs. Whitright seconded the motion. Motion carried.

Mr. Piraino moved 9.24.18-b to acknowledge the hiring of Christine Wyers, Director of Nursing/Health & Wellness at a rate of \$31.25 per hour effective September 18, 2018 with a \$.50 increase upon successful 180 day probationary period. Ms. Wyers will work a 40-hour week, varied schedule until December 1, 2018. Mrs. Whitright seconded the motion. Motion carried.

Mr. Piraino moved 9.24.18-c to approve the renewal of liability insurance with Public Entities Pool of Ohio for current coverage of \$3,000,000.00. Mrs. Whitright seconded the motion. Motion carried.

Mr. Piraino moved 9.24.18-d to approve the payment to Public Entities Pool of Ohio in an amount not to exceed \$26,072.00 for 2018-2019 coverage. Mrs. Whitright seconded the motion. Motion carried.

Mrs. Whitright moved 9.24.18-e to approve Resolution 2018-17, authorizing the payment to the Clerk of Courts, not to exceed \$179.09. Mr. Piraino seconded the motion. Motion carried.

Mr. Piraino moved 9.24.18-f to approve the contract Lake County General Health District Contract for EPI Services, October 1, 2018 through September 30, 2019, not to exceed \$40,000.00, pending prosecutor's approval. Mrs. Whitright seconded the motion. Motion carried.

Mrs. Whitright moved 9.24.18-g to authorize Dave Sage, to initiate contract negotiations within the approved salary range with the prospective health commissioner candidate pending meeting outcome. Mr. Piraino seconded the motion. Motion carried.

Mr. Piraino moved 9.24.18-h to enter into a contract with Emily Franz for accreditation consultation services not to exceed \$20,000.00, pending prosecutor's approval. Mrs. Whitright seconded the motion. Motion carried.

XIII. Other Business

a. AOHC Fall Conference

Mr. Sage and Mr. Litke will be attending the conference, September 26-28, 2018 in Columbus.

b. EH Furniture Delivery & Office Closure

To facilitate the new furniture delivery, Mr. Sage stated that it is necessary to close the EH office beginning at 12:00 p.m. on October 25 through October 26, 2018. There will be no phone service either. This will allow enough time to move the old furniture out and for the new furniture to be put in place. Regular hours will resume Monday, October 29, 2018.

c. Recording of Board of Health meetings.

Mr. Sage requested that the Board meetings be recorded to allow better transcription. The current records retention schedule allows that the recordings be deleted after the minutes are transcribed.

XIV. Meetings

Special HDAC Meeting, Tuesday, September 25, 2018 at 7:00 p.m. in the meeting room of 470 Center St., Bldg. 8, Chardon, Ohio.

Regular Board of Health Meeting, Monday, October 15, 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, **Mrs. Whitright moved to adjourn the meeting at 7:15 p.m. Mr. Piraino seconded the motion. Motion carried.**

Respectfully submitted,

David Sage, Interim Health Commissioner

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