

Geauga Public Health  
Board of Health Meeting Minutes  
February 18, 2020, 5:00 p.m.  
470 Center Street, Bldg. 8, Chardon, OH 44024

1. Call to Order

Mr. Richard Piraino, Pro-Tem, called the monthly meeting of the Geauga County Board of Health to order at 5:07 p.m.

A roll call found the following Board members present: Mr. Richard Piraino, Pro-Tem, Mrs. Catherine Whitright, Dr. Patricia Levan, and Ms. Lynn Roman. Mr. David Gragg was not present

Staff members present: Thomas Quade, Health Commissioner, David Sage, Director of Environmental Health, Alta Wendell, Director of Administration, and Dr. Christine Wyers, Director of Population Health.

Others present: Adam Litke, Fiscal Consultant

2. Pledge of Allegiance

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

3. Approval of Board Minutes

**Mrs. Whitright moved to approve the minutes from the January 27, 2020 regular meeting. Mr. Piraino seconded the motion. Motion carried.**

4. Environmental Health Update

Mr. Sage reported that the Ohio EPA recently did the Solid Waste Program survey. They suggested putting timelines on letters sent to people out of compliance. Mr. Sage received verbal confirmation that we passed the survey and are on the approved list to do inspections. Written verification will be forthcoming.

5. Population Health Update

Dr. Wyers reported that she has had several staffing changes recently. The new health educator has started her employment with Geauga Public Health as of February 18, 2020. She will be working on the Safe Communities grant and assisting with the PHEP grant. The health educator hired a couple months ago did not make probation. Rachel McDade was serving as the epidemiologist and has moved into the other health educator position. Dr. Wyers has already begun advertising for a new epidemiologist and has several good prospects.

Geauga County has seen an increase in flu activity recently. Nationally, the hospitalization rate is 41.9 per 100,000, which is similar to previous years at this time. There have been more pediatric deaths this year nationally than previous years.

There are no cases of Corona virus in Ohio. We are following the guidelines that ODH has communicated to the local health departments.

Ms. Roman asked about Legionnaires disease. Dr. Wyers explained the process for following up on those cases that are reported to the health department.

6. Administration Update

a. Finance Report

Mrs. Johnson explained variations in the revenue and expense items shown on the finance report.

A report showing what the carryover amounts were from 2019 to 2020 was provided to the Board. These funds adjust the 2020 budget. Normally, the Board would approve any of these revisions. Mr. Litke explained that the

carryover revisions are made by the Auditor on the health department's behalf. This report is to make the Board aware that revisions were made to the 2020 budget.

**Ms. Roman moved to approve the February 2020 financial report as recommended by the health commissioner. Mrs. Whitright seconded the motion. Motion carried.**

7. Health Commissioner Update

Mr. Quade stated that he was contacted recently about two cases about individuals living in bad conditions. These individuals have guardians who are learning their roles and responsibilities and are looking for support. Mr. Quade and Mr. Sage recently met with one to discuss the situation. Mr. Quade will be developing a standard operating guideline (SOG) outlining how to handle these calls. The idea is to have partners in place throughout the county who are available to help find other housing or other resources. Once we are contacted by another agency, then either Mr. Quade or Mr. Sage will schedule a visit to the property. A letter will be written as to what was observed. The next step would be a letter as an order to abate the issues or vacate the premises. If they were not abated, the Sherriff's department would be requested. The Board would be informed any time orders are issued.

a. Bylaws

At the last meeting, Mr. Quade asked for input from the Board about changes to the bylaws. He received feedback and will be making those changes along with a few others. The Board will need to vote to approve the revised bylaws at the next meeting.

b. Board of Health Training

Mr. Quade will reach out to the trainer that presented to the Board in 2019 to do training again for 2020.

c. New Building Update

Discussion about the new building has been in the media lately. Mr. Quade recently spoke to Jim Dvorak, Commissioner who indicated that they are moving forward with the project.

d. Accreditation Update

Mr. Quade has received notification for some follow-up items on the documents that we submitted. We have 30 days to respond and we were able to resubmit the documents in 10 days. Mr. Quade is hoping to have our site visit soon.

Mr. Gragg and Mr. Piraino volunteered to be the Board representatives for the site visit.

8. Old Business

There was no old business to discuss.

9. New Business

a. Personnel Policy Manual Revisions

The staff was asked to perform an annual review of the policy for suggested changes and/or corrections. Mr. Quade reviewed the revisions with the Board. **Ms. Roman moved 2.18.20-a to approve the revisions to the Geauga Public Health Personnel Policy Manual as presented. Dr. Levan seconded the motion. Motion carried.**

b. 2020 Budget Appropriation Changes

Mrs. Johnson explained that there were some minor adjustments needed to the 2020 budget for several of the funds. **Ms. Roman moved 2.18.20-b to approve the 2020 Geauga Public Health Revenue**

**Certifications and Supplemental Appropriation changes as recommended by the Health Commissioner. Dr. Levan seconded the motion. Motion carried.**

c. 2021 Budget Approval

Mr. Quade presented and reviewed the 2021 budget with the Board. Once the Board approves the budget, it will be presented to the HDAC on March 25, 2020. **Mrs. Whitright moved 2.18.20-c to approve the 2021 Geauga Public Health Budget as presented. Ms. Roman seconded the motion. Motion carried.**

d. Cris Wyers Out-of-State Travel

**Ms. Roman moved 2.18.20-d to approve the out-of-state travel for Cris Wyers, March 14, 2020 through March 18, 2020 to attend the National Safety Conference for the Safe Communities Grant in Tampa, Florida. Mrs. Whitright seconded the motion. Motion carried.**

e. Tammy Spencer Out-of-State Travel

**Ms. Roman moved 2.18.20-e to approve the out-of-state travel for Tammy Spencer March 30, 2020 to April 3, 2020 to attend the 2020 MRC Leadership Summit and Preparedness Summit in Dallas, Texas. Dr. Levan seconded the motion. Motion carried.**

f. Registrar Appointment

**Dr. Levan moved 2.18.20-f to appoint Alta Wendell as Registrar effective April 1, 2020. Ms. Roman seconded the motion. Motion carried.**

10. Meetings

Regular Board of Health Meeting, Monday, March 23, 2020 at 5:00 p.m. at 470 Center St., Bldg. 8, Chardon, Ohio.

Annual Health District Advisory Council meeting, Wednesday, March 25, 2020 at 7:30 p.m. at 470 Center St., Bldg. 8, Chardon Ohio

11. Adjourn

As there was no further business to come before the Board, the meeting adjourned at 7:10 p.m.

Respectfully submitted,

Thomas Quade  
Secretary, Geauga County Board of Health

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