

Geauga Public Health  
Board of Health Special Meeting Minutes  
January 21, 2021 1:00 p.m.  
470 Center Street, Bldg. 8, Chardon, OH 44024

1. Call to Order

Mr. David Gragg, President, called the special meeting of the Geauga County Board of Health to order at 1:00 p.m.

A roll call found the following Board members present virtually: Mr. David Gragg, Mr. Richard Piraino, Mrs. Catherine Whitright, Ms. Lynn Roman and Dr. Patricia Levan.

Staff members present: Thomas Quade, Health Commissioner and Alta Wendell, Director of Administration.

Others present: None

During a recent effort to schedule residents for vaccine, we crashed the phone system because of the amount of people calling in. The proposed software app will help alleviate that problem.

Mr. Quade explained that the app would allow residents to schedule vaccine. They would download the app to their smart phone and choose what the day, time and location that is most convenient for them. It would only show appointments that were still open. If a resident does not have the capability to utilize the app, they would then call the office and the staff would schedule their vaccine appointment. A charge of \$.50 would only be incurred at the time the vaccine was given.

Mr. Quade reached out to one of the commissioners who shared that he believed that this app would be of great benefit. He offered to talk to the administrator, the auditor and the prosecutor's office about entering into the contract and covering the cost. He contacted Mr. Quade and informed him that the prosecutor's office said due to regulatory issues the commissioners could not enter into the contract. They did, however, review the contract and both the Auditor and prosecutor approved it for the health department to move forward.

Mr. Quade further explained that since then, the auditor found another vendor who may be able to build a website that could do the same thing. The benefit to this is that it can be used to schedule other appointments within the health department such as other immunizations and septic inspections. He is waiting for a quote from the company which he hopes to have by the end of the week.

The website approach is a better fit, but because Mr. Quade is unsure of the cost and timeline to build it, he is asking the Board to approve the motion with RB Sigma as a backup plan. This will allow the health department to move forward with a scheduling tool in the case the cost and the build timeline do not meet our needs. If the quote and timeline are something that is workable, Mr. Quade stated he would bring that contract back to the Board for approval as he does with all contracts.

The Board asked questions about who was eligible to receive vaccine. Mr. Quade explained the different timelines as well as the timelines for vaccinating school personnel.

Mr. Quade was asked if the 14,000 people who pre-registered would get a call back. He explained that at the beginning of the survey it stated that the survey was not for registering, it was only a tool that would be used to inform people when they were eligible. That data is being currently being used to schedule residents 80 and over.

**Mr. Gragg moved 1.21.21-a to approve the contract with RB Sigma LLC to provide a scheduling application for vaccines not to exceed \$25,000.00.** Mr. Piraino asked that the motion be amended to include "as approved by the county commissioners, auditor and prosecutor's office. Mrs. Whitright stated that she felt that this was setting a precedent because the commissioner's, auditor and prosecutor do not have to approve the health department's purchases. This has never been done for other approval of contracts. Mr. Piraino said that he felt it was relevant to show that the Board is making the decisions for the health department.

Dr. Levan stated that the following should also be added: "to be used if a web based application is not feasible". More discussion ensued about the wording of the motion.

The motion made by Mr. Gragg was not seconded and as such fails. The following motion was made:

**Mr. Gragg moved 1.21.21-a to approve the contract with RB Sigma LLC to provide a scheduling application for vaccines not to exceed \$25,000.00 as approved by the county commissioners, auditor and prosecutor's office. Such approval is based upon the absence of an alternative. Mr. Piraino seconded the motion. Motion carried.**

Adjourn

The meeting was adjourned at 1:38 p.m.

Respectfully submitted,

Thomas Quade  
Secretary, Geauga County Board of Health