

Geauga Public Health
Board of Health Meeting Minutes
July 27, 2022, 5:00 p.m.
470 Center Street, Bldg. 8, Chardon, OH 44024

Call to Order

Mr. Richard Piraino, President, called the monthly meeting of the Geauga County Board of Health to order at 5:00 p.m.

A roll call found the following Board members present: Mr. Richard Piraino, Ashley Jones, Pharm D, Lynn Roman, and Carolyn Brakey, Esq. Dr. Patricia Levan was not present.

Staff members present: Dr. J. Jeffrey Cameron, Health Commissioner, Adam Litke, Administrator, Carol Straniero, Nursing Director and Alta Wendell, Director of Administration.

Others present: There were 7 others present.

Pledge of Allegiance

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

Approval of Board Minutes

Mrs. Jones moved to approve the minutes from the June 22, 2022 regular meeting of the Board as amended. Ms. Roman seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; and Mrs. Brakey, yes.

Information Session

a. Environmental Health Update

Mr. Lark was not present. Mr. Litke provided information about the Environmental Health division. He reviewed the report showing the number of inspections that had been performed.

Mr. Litke met with the Ohio Association of Realtors and provided information about the Operation and Maintenance (O & M) program and the For Sale of Property program (FSP). He added that the O & M program and fees for the program are being developed. He anticipates bringing the fees to the Board for first reading in August. The plan is to begin January 1, 2023 with inspections of the National Pollution Discharge Elimination System (NPDES) systems.

b. Population Health Update

Mrs. Straniero answered questions regarding the report she submitted to the Board before the meeting.

The first suspected case of Monkey Pox has been reported in Geauga County. Contact tracing will take place once the case is confirmed. When a confirmed case is reported, staff will reach out to the resident to assure they are taking the medication as directed.

COVID clinics have been scaled back. Since the vaccine has been available for ages 5 to 17 years of age, 264 children have received the full series from Geauga Public Health. The parents may also be getting the vaccine through their primary care physician.

Clinics have been postponed due to the move. There has been a delay in getting the refrigerators and freezer installed and running. Immunization clinics and COVID clinics will begin in September and will be by appointment only. It appears that the Amish are more willing to come to the new building rather than in Chardon. The clinic schedule is full. Mr. Litke stated that he has requested a place be designated for buggy parking.

c. Administration Update

Mrs. Wendell reported that one of the clerical staff applied for and was appointed to the Registrar position. The vacant position has been posted and interviews will be scheduled.

Mr. Litke stated that the division reports will be posted on the website.

1. Finance Report

Mr. Litke presented the finance report and answered questions from the Board. He alerted the Board that there will be an increase of legal fees due to the many records requests that have been received.

Chuck Walder, Geauga County Auditor has indicated that he would be willing to add the O & M fee as an assessment to resident's taxes. If the health department had to bill all residents, more clerical staff would need to be hired.

Mrs. Roman moved to approve the July 2022 financial reports. Mrs. Brakey seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; and Mrs. Brakey, yes.

d. Administrator/Health Commissioner Update

Mr. Litke distributed a copy of Robert's Rules of Order to all Board members. Some of the members expressed interest in training for it as well.

Mr. Litke attended drug court with Judge Carolyn Paschke to observe the process. He felt it was a good experience. He also did a short presentation with the Board of Mental Health and Lake Geauga Recovery. Church pastors have requested Narcan kits due to seeing a high incidence of overdoses in the churches.

Mr. Lark and Mr. Litke are working together handling records requests and assuring the O & M fees are within reason with neighboring counties.

The Board discussed the levy and how to handle a renewal, replacement or additional levy.

The Board meetings will be held in the new building in room A333. There are some technology issues that the IT department is still working on.

The Community Health Needs Assessment (CHNA) is almost complete. This was done in partnership with University Hospitals. Mr. Litke hopes to have the draft for the October Board meeting.

A new website is being developed by Company 119. A lot of work is going into the development. Each division will have its own section and will be easier for residents to navigate.

Gauga Public Health will have a presence at the Geauga County Fair and will also participate in the parade.

The Board is required to have 2 hours of continuing education each year. Mr. Litke is working to assure that there is training for the Board to attend.

Dr. Levan has notified Mr. Litke that she will be stepping down from her appointment on the Board. He will contact the HDAC president to begin the process to find a replacement.

Mr. Piraino asked to develop a by-law committee to review and update the current Board of Health By-Laws. Ms. Roman and Mrs. Brakey volunteered to be on that committee.

The Board discussed if the O & M committee should continue. After a short discussion, the Board decided that discussion regarding the O & M program will be held in open session.

Old Business

There was no old business.

New Business

a. Contract Amendment

Mr. Litke stated that the contract amendment was to provide staffing where Geauga Public Health had shortcomings including training the new Registrar, assisting Mr. Lark with programs and providing a sanitarian to do camp inspections. It is the same contract as Mr. Lark's just adding the hourly rate. Mr. Piraino stated he was acceptable to the extra help. The Board will revisit this after executive session.

b. Resolution 2022-8

Mrs. Jones moved to adopt resolution 2022-8, appointing Joel Weis as Registrar, effective July 28, 2022. Ms. Roman seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; and Mrs. Brakey, yes.

c. Supplemental Appropriations

Mrs. Jones moved to approve the Supplemental Appropriations as presented. Mrs. Brakey seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; and Mrs. Brakey, yes.

Public Comment Session

Mr. Piraino outlined the process and policies for providing public comment. Those who would like to comment but not attend the meeting are invited to email info@geaugacountyhealth.org and their comments will be forwarded to the Board.

Those who wanted to speak were given 2 minutes each to provide their comment.

Executive Session

Ms. Roman moved to adjourn to executive session at 7:06 pm to discuss pending litigation. Mrs. Brakey seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; and Mrs. Brakey, yes. Meeting reconvened at 8:42 pm

A copy of the contract with Lake County General Health District for Mr. Lark's services was provided to the Board along with the amendment that is being requested. After discussion, **Mrs. Brakey moved to table the amended contract for services provided by Lake County General Health District. Mrs. Jones seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; and Mrs. Brakey, yes.**

Other Business

There was no other business.

Meetings

Regular Board of Health meeting, **Wednesday, August 24, 2022** at 5:00 p.m. at 12611 Ravenwood Dr., Ste. 333, Chardon, Ohio.

Special Board meeting to discuss pending litigation with counsel TBD

Adjourn

With no further business, the meeting was adjourned at 8:56 p.m.

Respectfully submitted,

Adam Litke
Administrator