

Geauga Public Health
Board of Health Meeting Minutes
March 21, 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 5:02 p.m.

A roll call found the following Board members present: Mr. Richard Piraino, President, Mr. David Gragg, Pro-Tem, Dr. Patricia Levan, Lynn Roman and Ashley Jones, Pharm.D.

Staff members present: Adam Litke, Administrator and Alta Wendell, Director of Administration

Others present: There were 8 others present including Company 119 who was live-streaming the meeting to YouTube.

Pledge of Allegiance

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

Approval of Board Minutes

Mr. Gragg moved to approve the minutes from the February 23, 2022 regular meeting of the Board. Ms. Jones seconded the motion. Motion carried with four yes and one abstention by Ms. Roman.

Mr. Gragg moved to approve the minutes from the March 2, 2022 special meeting of the Board. Ms. Jones seconded the motion. Motion carried with a unanimous vote.

Public Comment Session

Mr. Piraino outlined the process and policies for providing public comment. Mr. Litke clarified that comments made during a live stream of the meeting will not be addressed. 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

Mr. Gragg moved to adjourn to executive session at 5:29 pm to discuss pending litigation with counsel and matters related to personnel and compensation. Dr. Levan seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mr. Gragg, yes; Ms. Roman, yes; Dr. Levan, yes; and Mrs. Jones, yes. Meeting reconvened at 6:25 pm.

Information Session

a. Environmental Health Update

Mr. Piraino stated that many complaints received about the Environmental Health division. He went on to say that it is the intent of the Board to review what the options are and how the residents of Geauga County can be better served. Changes to the division will take time. He stated that the Board will be looking how to reorganize and how to approach the Environmental Health Division.

Mr. Litke reported that David Sage is no longer with Geauga Public Health so there is no Environmental Health update.

b. Population Health Update

Mrs. Straniero was not present at the meeting, so there was no Population Health report. Mr. Litke reported that the nursing staff is working on doing audits of some schools as required by ODH.

Covid cases continue to trend downward and in some places there are no cases being reported.

c. Administration Update

Mrs. Wendell reported that the Admin Team has begun preparing for the move to the new county building. New workflows are being tested to make the office more efficient. Part of that will be to implement a check-in kiosk for the new building. Customers will check in and indicate what service they need. The notification will show on the clerk's computer and the clerk will then take care of the customer.

A new software is being tested which is installed on each staff member's phone to record all phone conversations. This will be used for quality control and training purposes. Once we have tested the system, it will be deployed to all phones. Each Director will have the opportunity to review phone calls for their staff.

Senior Leadership and Karolyn Johnson have been registered for the BEAM certificate training presented by the University of Miami. It covers Public Health Administration and Management Topics such as Strategic Problem Definition; Budgeting; Procurement Contracts; Contract Maintenance; and Financial Health

Geauga Public Health received notification from OEPA that we were approved for \$150,000 of funding for the Water Pollution Control Loan Fund (WPCLF). We will begin sending out bid requests to installers and begin the process of qualifying individuals who have been waiting.

Mr. Litke praised Mrs. Wendell for taking the initiative to streamline the processes for EH. He stated that her years of knowledge have been a tremendous help with improving the EH clerical workflow.

1. Finance Report

Mr. Litke explained variations in the revenue and expense items shown on the finance report.

Mr. Gragg moved to approve the March 2022 financial reports. Dr. Levan seconded the motion. Motion carried with a unanimous vote.

d. Administrator/Health Commissioner Update

Mr. Litke provided the 2021 Geauga Public Health Annual Report to the Board. These will also be distributed at the HDAC meeting.

Ms. Roman has been assisting with the organization of the move to the the new building. Mr. Litke stated that he has not gotten a cost as to what our rent will be.

Old Business

a. EH Committee Meetings

There have been no meetings held.

b. Geauga Public Health Levy

Our current levy is .2 mil and ends in 2023. In 2023, we will receive approximately \$632,000.00. Mr. Litke will be working with Auditor Chuck Walder to determine if the levy should be classified or unclassified.

New Business

Mr. Litke stated that the position of Environmental Health Director has posted. He has reached out to other counties to see if services for that position could be shared. The answers he got back were mostly that they could not because of lack of staffing. We have had three individuals apply who qualify.

Mr. Piraino stated that he reached out to Lake County to collaborate with them for the EH Director position. They have agreed to help. Mr. Piraino presented a contract between Geauga Public Health and Lake County General Health District for an Interim Environmental Health Director for a period of 12 months. The base cost is \$8,750.00 per month. Mr. Piraino stated that this will be a cost savings.

Mr. Gragg moved to enter into a contract with Lake County General Health District to provide services of an Interim Environmental Health Director. Ms. Jones seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mr. Gragg, yes; Ms. Roman, yes; Dr. Levan, yes; and Ms. Jones, yes.

One of the inspectors recently resigned to take a position with another health department for more salary. That position has been posted as well.

Other Business

There was no other business.

Meetings

Annual HDAC meeting, **Wednesday, March 23, 2022** at 7:30 p.m. at 470 Center St., Bldg. 8, Chardon, Ohio.

Regular Board of Health meeting, **Wednesday, April 27, 2022** at 5:00 p.m. at 470 Center St., Bldg. 8, Chardon, Ohio.

With no further business, the meeting was adjourned.

Respectfully submitted,

Adam Litke
Administrator

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