

Geauga Public Health  
Board of Health Meeting Minutes  
October 26, 2022, 5:00 p.m.  
12611 Ravenwood Dr., 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, Ashley Jones, Pharm D, Lynn Roman, Carolyn Brakey, Esq., and Dr. Mark Rood.

Staff members present: Dr. J. Jeffrey Cameron, Health Commissioner, Adam Litke, Administrator, Dan Lark, Interim Environmental Health Director, and Carol Straniero, Nursing Director.

Others present: There were four others in attendance.

Pledge of Allegiance

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

Approval of Board Minutes

**Ms. Roman moved to approve the minutes from the September 9, 2022, emergency meeting of the Board as amended. Mrs. Brakey seconded the motion. Motion carried with four ayes and one abstention by Dr. Rood.**

**Mrs. Brakey moved to approve the minutes from the September 26, 2022, regular meeting as amended. Ms. Jones seconded the motion. Motion carried with a unanimous vote.**

**Ms. Jones moved to approve the minutes from the October 6, 2022, emergency meeting of the Board. Ms. Roman seconded the motion. Motion carried with four ayes and one abstention by Dr. Rood.**

Information Session

a. Environmental Health Update

Mr. Lark stated that he is working on the Operation and Maintenance Program (O & M)

b. Population Health Update

Mrs. Straniero provided information regarding the Population Health Division. She stated that a nurse has been hired and is working out very well.

The health educator position has been filled. The candidate is from Stark County. She will begin her employment with Geauga Public Health in a few weeks.

c. Administration Update

Mrs. Wendell provided a report regarding the Administration Division to the Board prior to the meeting. There were no questions.

d. Administrator/Health Commissioner Update

Mr. Litke is working on the 2024 Geauga Public Health budget.

After a discussion with the Deputy Auditor, Mr. Litke found that Then & Now purchase orders under \$3,000.00 do not need Board of Health approval. Most of the Then & Now's that the department has are under \$3,000.00. The Board ultimately approves them when they approve the current expenses and financial reports.

Mr. Litke said that the Board is being asked to approve one in new business this month, but it will most likely be the last one that will need Board approval.

1. Finance Report

Mr. Litke presented the finance report and answered questions from the Board.

**Dr. Rood moved to approve the October 2022 financial reports. Ms. Roman seconded the motion. Motion carried with a unanimous vote.**

Old Business

a. Board of Health Bylaws

Ms. Roman and Mrs. Brakey reviewed the bylaws and provided suggestions of changes to the rest of the Board. Most of the changes were to make the bylaws consistent with how the Board does business and to make the wording consistent throughout the document. They reviewed each section of the bylaws.

The Board will review the bylaws and bring their comments and suggestions to the next meeting.

b. Environmental Health Fees (Second Reading)

**Mrs. Brakey approved the second reading of proposed fees for Food Service Operations, Pools, For Sale of Property, State Camps, County Camps, and Operation and Maintenance permits as presented. Ms. Roman seconded the motion. Motion carried with four ayes and one abstention by Ms. Jones.**

New Business

a. 2023 Healthcare and Dental Rates

**Ms. Roman moved to adopt the 2023 Healthcare and Dental employee contribution rates as presented. Mrs. Brakey seconded the motion. Motion carried with a unanimous vote.**

b. Resolution 2022-10 – Payment of a Then and Now

**Ms. Roman moved to approve the payment of a Then & Now purchase order to Geauga County Clerk of Courts not to exceed \$84.05. Dr. Rood seconded the motion. Motion carried with a unanimous vote.**

c. Authorization of payment of Then & Now purchase orders

The Board tabled this item.

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](mailto:info@geaugacountyhealth.org) and their comments will be forwarded to the Board.

One resident requested to speak and was given 2 minutes to provide their comment.

Executive Session

**Ms. Roman moved to adjourn to executive session at 6:16 pm to discuss matters of personnel and pending litigation with counsel. Ms. Jones seconded the motion. Motion carried with a roll call vote. Mr. Piraino, yes; Mrs. Jones, yes; Ms. Roman, yes; Mrs. Brakey, yes; and Dr. Rood, yes. Meeting reconvened at 8:05 pm**

Other Business

There was no other business

Meetings

Special Board of Health meeting to award the bid for the Parkman Well Project, **Wednesday, November 9, 2022**, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303, Chardon, Ohio

Regular Board of Health meeting, **Wednesday, November 16, 2022**, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303, Chardon, Ohio.

Adjourn

With no further business, the meeting was adjourned at 8:06 pm

Respectfully submitted,

Adam Litke  
Administrator

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