

Geauga Public Health  
Board of Health Meeting Minutes  
December 19, 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 5:00 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 seven others in attendance.

Pledge of Allegiance

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

Approval of Board Minutes

**Dr. Rood moved to approve the minutes for the October 26, 2022, and November 16, 2022 regular meetings of the Board of Health and the November 9, 2022, November 21, 2022, and December 5, 2022, special meetings of the Board of Health with corrections. Ms. Roman seconded the motion. Motion carried with a unanimous vote.** Corrections will be made and re-sent to the Board.

Information Session

a. Environmental Health Update

Mr. Lark stated that the Parkman Well project is moving along. Geauga Public Health was granted an extension from the Ohio Environmental Protection Agency to get the work completed.

b. Population Health Update

Mrs. Straniero provided information regarding the Population Health Division.

There has been an increase in measles cases in Ohio. Most are in central Ohio. Cases of COVID are also increasing. This was expected due to the holiday season. Dr. Cameron explained that this is not the same virus as in 2020.

c. Administration Division 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 said he and Mr. Lark are working to wrap up the work they have in preparation for the January 31 termination date of the contract.

Operation and Maintenance is planned to launch the first quarter. This will fall after the Food License renewals that will be mailed in January.

Mr. Lark is working with the software company to get it operational. The company will be providing training to the staff.

Mrs. Brakey and Ms. Roman met with the staff regarding the recent announcement about the contract termination between Geauga Public Health and Lake County. Mr. Piraino stated that the Board's intention is to do what is best for Geauga County.

The contract with Donomarc Construction to drill the wells in Parkman has been fully executed. As previously mentioned, Geauga Public Health received an extension to the contract with the Ohio Environmental Protection Agency to get the wells drilled and approved.

1. Finance Report

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

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

Old Business

a. Operations Planning

Mrs. Brakey spoke about the meeting she and Ms. Roman had with the staff. The staff was concerned about discussions at the previous Board meeting. The staff had questions and suggestions how to handle the transition. Mrs. Brakey stated that the staff was professional but are upset and anxious of what is to come.

Ms. Roman suggested that the Environmental Health director position be put on hold until the Administrator is hired. The Board agreed with the suggestion.

The Ohio Department of Health has indicated that their office would not comment on the situation. Mr. Litke reached out to Wally Burden who advised the Board to put a proposal together and it would be reviewed.

Mrs. Brakey and Ms. Roman have met with Ron Graham and have received a verbal agreement to extend the termination tentatively by six months. Meetings with Mr. Graham will be held every week to negotiate the extension.

Other health departments will be contacted to determine if there is any interest in a cooperative agreement between Geauga Public Health and their health department. Ms. Roman asked Mr. Litke for contact information for the neighboring health departments.

b. Administrator and Environmental Health Director Positions

Ms. Jones developed a scorecard she and Ms. Roman will be using along with the questions that will be asked of the applicants. Some of the applicants are from outside the state and it still needs to be determined if Geauga Public Health will be paying their travel expenses to the interview.

Ms. Roman reviewed all the Administrator candidates with the Board. Each candidate will be scored to determine if they will be interviewed.

There has been a public records request for all the applicant's resumes. The Board asked Mr. Litke to add wording on future postings that notifies the applicant that their resume may be subject to records requests.

New Business

a. 2023 Meeting Dates

The Board reviewed the regular meeting dates for 2023. After discussion, the dates for November and December was changed to November 15, 2023, and December 20, 2023.

b. Rescind Resolution 2022-11

c. Adopt Resolution 2022-11. a Capital Project Fund

Mr. Litke explained that resolution 2022-11 needed to be rescinded because the auditor needed different wording to be included. The wording was changed along with the increase in the starting funds for the new fund. After some discussion, **Mrs. Brakey moved to table b. Rescind Resolution 2022-11 and c. Adopt Resolution 2022-11. a Capital Project Fund until January 2023. Dr. Rood seconded the motion. Motion carried with a unanimous vote.**

d. EMR for Amish

Currently, our immunization records reside on a software program that is no longer going to be maintained. Ms. Jones suggested working with our community partners to somehow have the Amish vaccination records added to the Electronic Medical Records (EMR) system. Most of the Amish use healthcare providers within Geauga County, but any vaccines that they receive from Geauga Public Health are not recorded in the EMR.

If the health district were to purchase a program, it would increase the cost to the Amish who utilize the immunization clinics. Dr. Rood stated that by the end of 2023, all healthcare facilities in Northeast Ohio will all be on the EPIC system. Most schools are also using this system. He suggested that a grant could be written that would finance the system for Geauga Public Health.

Mr. Litke said that to begin this process, discussions should be held with the hospital about trying to integrate Geauga Public Health into the system. He also said a discussion should be held with the Ohio Department of Health about providing a grant that would help provide services to the Amish community.

e. Levy

The levy will be expiring soon. The Board will need to discuss and determine if the levy is needed. Mr. Litke stated the levy is a large part of the budget. Mr. Piraino and Dr. Rood will be working together on the levy.

Mr. Litke explained the difference between a renewal and a replacement levy. The Board would then need to decide if an additional levy is needed.

f. Zoning for 5 acres or less

Gauga County has a rule that any property being split with 20 or less acres must be septic approved before it can be sold. This causes extra expenses to the property owner selling the property. Mr. Piraino asked for a resolution stating that any property being split that is five acres or less needs to be septic approved.

Mr. Litke will be working with the Planning Commission and prosecutor's office to develop a resolution for this.

#### 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.

There was one person who requested to speak and was given two minutes to provide their comment.

#### Executive Session

**Ms. Jones moved to adjourn to executive session at 6:39 pm to discuss matters of personnel, discipline, and compensation of an employee or official. Dr. Rood 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 8:04 p.m.

Other Business

There was no other business.

Meetings

Special Board of Health meeting, December 28, 2022, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303, Chardon, Ohio.

Special Board of Health meeting, January 4, 2023, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303 Chardon, Ohio.

Special Board of Health meeting, January 11, 2023, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303 Chardon, Ohio.

Special Board of Health meeting, January 18, 2023, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303 Chardon, Ohio.

Regular Board of Health meeting, January 25, 2023, at 5:00 p.m. at 12611 Ravenwood Dr., Ste. B303 Chardon, Ohio.

Adjourn

With no further business, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Adam Litke  
Administrator

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