

**Geauga County Board of Health
Regular Monthly Meeting
470 Center Street, Bldg. 8, Chardon, Ohio
March 21, 2011 - 7:00 p.m.**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Board Minutes, February 22, 2011**
4. **Current Expenses/Financial Report**
5. **Environmental Health Program Update**
 - a. Sewage Rules Update
6. **Administrative Hearings**
 - a. Wayne & Joyce Nix, 18771 Thorpe Rd., Auburn Twp. (FSP)
(Tabled at the November 2010 meeting)
7. **Personal Health Services Update**
 - a. Public Health Emergency Preparedness
 - b. Nursing Services
 - c. WIC
 - d. Health Education
8. **Old Business**
 - a. 2012 Geauga County Health District Final Budget
 - b. Injection Wells
9. **Executive Session** – To discuss pending legal cases
10. **New Business**
 - a. Ohio Voluntary Accreditation Teams Contract and Budget
11. **Other Business**
12. **Meetings**
 - a. **Regular Board of Health Meeting**, Monday, April 18, 2011, 7:00 p.m., in the meeting room at 470 Center St. Bldg. 8, Chardon
13. **Adjourn**

Geauga County General Health District
Board of Health Meeting Minutes
March 21, 2011, 7:00 p.m.
Geauga County Health District Office
470 Center Street, Bldg. 8, Chardon, OH 44024

I. Call to Order

Mr. J. David Benenati, President, called the monthly meeting of the Geauga County Board of Health to order at 7:00 p.m.

Board members present: Mr. J. David Benenati, Ms. Melanie Eppich, Mrs. Christina Livers and Dr. Janet O'Hara. Mr. Timothy Goergen arrived after the approval of the minutes.

Staff members present: Robert Weisdack, Health Commissioner, Daniel Mix, Personal Health Services Director and Michael Tusick, Registered Sanitarian.

Others present: There was one other person present.

II. Pledge of Allegiance

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

III. Approval of Minutes

Ms. Eppich moved to approve the minutes for the February 22, 2011 regular Board of Health meeting. Mrs. Livers seconded the motion. Mrs. Livers provided Mr. Weisdack with a few changes, none of which change the content of the minutes, but are merely grammar and spelling corrections in nature. **Motion carried with a roll call vote. Mr. Benenati, yes; Ms. Eppich, yes; Mrs. Livers, yes; and Dr. O'Hara, yes.**

IV. Current Expenses/ Financial Report

Mrs. Livers moved to approve the Current Expenses February 15, 2011 to March 15, 2011. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Benenati, yes; Mr. Goergen, yes; Ms. Eppich, yes; Mrs. Livers, yes; and Dr. O'Hara, yes.

V. Environmental Health Program Update

Mr. Weisdack provided a report of the number and type of septic permits issued so far for 2011 is 23. This is a decrease from the same time last year.

Mr. Weisdack reported that the State will be increasing their portion of their fees for the swimming pools and private water permits. We do not need to hold public readings for these fee increases because they are mandated directly from the State. This is an attempt to generate more revenue at the State level. There may be more changes to come in the future.

a. Sewage Rules Update

Mr. Weisdack stated that he attended a meeting recently to discuss the proposed rules. The State is now saying that every sewage system in Ohio will need to have a maintenance contract.

This will cause undue financial strain on the residents. A contractor may say that the system has to be replaced and then turn it into the local health department as a nuisance complaint. Mr. Weisdack will be meeting with Senator Grendell and other health commissioners to discuss this as well as other issues.

VI. Administrative Hearings

a. Wayne & Joyce Nix

Mr. & Mrs. Nix were not present. Mr. Tusick was sworn in by Mr. Benenati and stated his experience.

Mr. Tusick stated that this is an alleged code violation to the property owned by Wayne and Joyce Nix located at 18771 Thorpe Rd., Auburn Twp. This case is in regards to section 3701-29-22(A) of the Geauga County Health District Household Sewage Disposal System Regulations that states: "An evaluation of a residential sewage system must be completed prior to the transfer of ownership of any parcel with said system. The evaluation shall be conducted by a member of the Health District and if necessary corrective action(s) required shall be accomplished within the time period(s) directed." Discussion followed.

Mrs. Livers moved that a code violation exists on the property owned by Wayne and Joyce Nix located at 18771 Thorpe Rd., Auburn Twp. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Benenati, yes; Mr. Goergen, yes; Ms. Eppich, yes; Mrs. Livers, yes; and Dr. O'Hara, yes.

Mrs. Livers moved that Wayne and Joyce Nix located at 18771 Thorpe Rd., Auburn Twp be required to make application, pay for, schedule, and complete a For Sale of Property evaluation and/or obtain the necessary permits and install a new sewage disposal system within 30 days of receipt of Board order. Failure to follow these orders will result in referral to the prosecutor's office for legal action. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Benenati, yes; Mr. Goergen, yes; Ms. Eppich, yes; Mrs. Livers, yes; and Dr. O'Hara, yes.

VII. Personal Health Services Update

a. Public Health Emergency Preparedness

The Request for Proposals for the 2012 PHER grant was forwarded from ODH at a funding level of \$106,795.00 which is \$2,650.00 less than 2010-2011. Final funding is still determined by the state 2-year budget which as not been approved.

The H1N1 final report was distributed to the Board.

a. Nursing

Mr. Mix stated that the file export to transfer the DOS-based data to HDIS has been completed. HDIS is now working on importing the records and expects it to be complete this week. Training will begin as soon as we have live data.

CFHS will be releasing a Request for Proposals in the next few weeks. Mr. Mix stated that he is unsure of the funding level for this program.

We currently have two interns at the health district. One undergraduate from Kent State is in a 120-hour program and has been working on preparing vaccination pamphlets at an 8th grade reading level. The other student is in a 40-hour program and will be exposed to all divisions of the health district. Mr. Mix stated he projects having interns working within the health district to be a growing trend. There has been a marked increase in the number of students enrolled in the public health program at Kent State. They will all need between 120 and 240 hours experience at local health departments.

c. WIC

The February caseload was 946 which is a continued decrease over the last 4 months.

d. Health Education

There was no report for Health Education.

e. Community Health Assessments

The statewide health assessment is almost ready to present a draft report. The steering committee has been considering ways to present the information through an online portal. Mr. Mix and the other committee members will meet to review the draft report before it is released to the planning committee for review and comment.

A community assessment meeting was held on March 17, 2011 at the Mental Health Board. Approximately 32 people attended, including the chair of the HDAC. At the meeting, the NACCHO MAPP framework was outlined that will be used to conduct a comprehensive community health assessment in 2011-12. The Hospital Council of NW outlined the community health assessment for youths and adults.

The media also attended the meeting and an article will be published in an upcoming edition of the Maple Leaf. Mr. Mix stated that the partnership with the Maple Leaf staff is very important in advancing public health issues.

No funding decision has been received from Geauga Family First Council regarding their contribution towards the community assessment. United Way has contributed \$5,000.00 and the Centers for Health Affairs will fund 50% of the health assessment. We are also able to put \$12,000.00 of money received from ODH toward this project. Because this is a community health assessment, many individuals and organizations are being included. There have been several agencies offer to help in the planning.

Mr. Weisdack stated that he would be asking the members of the township, villages and city representatives at the HDAC meeting to consider giving some sort of a contribution to the assessment. Mrs. Livers recommended sending letters to each political subdivision as well. She also suggested sending letters to the Rotary, Kiwanis, and Lions clubs.

f. Workforce Development

Mr. Mix reported that he is still waiting for the final workforce development report.

g. Continuous Improvement Project

The Geauga County Health District is one of fourteen local health districts that have been

awarded a \$10,000.00 demonstration grant from the Ohio Voluntary Accreditation Teams (OVAT) 2011 Accreditation Preparation and Quality Improvement Demonstration Sites Project. This is a six month project with several deliverables including participating in conference calls and continuous quality improvement training. A self-assessment must be provided by OVAT and submitted to Wright State. Using the results of the self-assessment we must develop goal statements for improvement areas and identify priority areas that will be addressed. A final report must be presented at the AOHC Fall conference in September 2011. The Board was asked to approve the budget for this project.

VIII. Old Business

a. 2012 Geauga County Health District Final Budget

Ms. Eppich moved 3.11-a to approve the final 2012 Geauga County Health District Budget as presented. Mr. Goergen seconded the motion. Mr. Weisdack stated that there was one change in the budget based on information given by the Auditor's office. Motion carried with a roll call vote. Mr. Benenati, yes; Mr. Goergen, yes; Ms. Eppich, yes; Mrs. Livers, yes; and Dr. O'Hara, yes.

b. Injection Wells

Mr. Weisdack reported that there is an injection well in Hambden and also one in Montville. Any production well can be turned into an injection well with approval from ODNR. The contents of these trucks have never been tested.

Tracey Jemison asked Mr. Weisdack if random samples could be taken around those well sites, five around each location for a total of ten samples. Mr. Weisdack asked the Board's opinion on doing these tests. Mrs. Livers asked that the request be put in writing from the Geauga County Commissioners before a decision is made. The Board tabled making a decision until a letter requesting the sampling is received from the Geauga County Commissioners, but agreed with the idea.

IX. Executive Session

Mrs. Livers moved to adjourn for Executive Session at 8:37 pm to discuss pending legal cases. Mr. Goergen seconded the motion. Motion carried with a roll call vote. Mr. Benenati, yes; Mr. Goergen, yes; Ms. Eppich, yes; Mrs. Livers, yes; and Dr. O'Hara, yes. The meeting reconvened at 9:11 pm. The Board took no action as a result of the discussion during Executive Session.

X. New Business

Mrs. Livers moved 3.11-b to approve the Ohio Voluntary Accreditation Teams Contract and Budget April 1, 2011 to September 1, 2011, in an amount not to exceed \$10,000.00. Ms. Eppich seconded the motion. Motion carried with a roll call vote. Mr. Benenati, yes; Mr. Goergen, yes; Ms. Eppich, yes; Mrs. Livers, yes; and Dr. O'Hara, yes.

XI. Other Business

Mr. Weisdack stated that he will be attending a meeting on April 12, 2011 in which the Director of Health will be in attendance. They will be discussing the budget cuts, regionalization and consolidation as well as other changes.

The Geauga County Health District 2010 Annual Report was distributed to the Board.

Mr. Weisdack gave a brief description of some items contained in SB 5 that will affect the health district employees. The staff will have to pay 15% of their health care coverage and the amount of sick days will be reduced from 15 days per year to 10 days per year. Mr. Weisdack stated he had informed the staff he did not anticipate giving raises again this year.

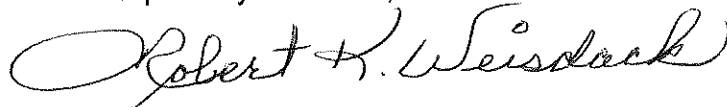
XII. Meetings

The regular meeting of the Board will be held Monday, April 18, 2011 at 7:00 p.m., 470 Center St., Bldg. 8, Chardon.

XIII. Adjournment

As there was no further business to come before the Board, **Mrs. Livers moved to adjourn the meeting at 9:21 p.m. Ms. Eppich seconded the motion. Motion carried with a unanimous vote.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Robert K. Weisdack". The signature is written in black ink and is positioned above the printed name and title.

Robert K. Weisdack, R.S., M.A., M.P.H.
Secretary of the Board

a

CQI Demonstration Award

Budget

April 1, 2011 - September 1, 2011

01-TT5	Salaries	\$	8,276.40
TT5-M	Medicare	\$	120.01
TT5-W	Worker's Comp.	\$	124.15
TT5-P	PERS	\$	1,158.70
TT5-H	Hospitalization	\$	-
02-TT5	Contracts	\$	-
03-TT3	Travel	\$	320.75
03-TT5	Supplies	\$	-
04-TT5	Equipment	\$	-
Total		\$	10,000.00

Geauga County Health District

Feb 15 - March 15

Board of Health Fund

01-E	Salaries		
	02/11/2011		30,382.25 *
	02/25/2011		30,601.04 *
01-E-M	Medicare		
	02/11/2011		435.64 *
	02/25/2011		438.81 *
01-E-H	Hospitalization		
	Anthem - Feb		12,441.77 *
	Delta Dental - Feb		1,021.72 *
	Anthem Life - Feb		141.53 *
01-E-P	PERS		
	For Feb		9,537.67 *
01-E-W	Worker Comp		0.00
02-E	Supplies		
	Sunrise Springs - Water		27.00 *
	Wal-Mart - trash bags, light bulbs, stapler, tape		55.77 *
	Quill - inkjet cartridges, paper for annual report, dividers		302.40 *
	Zee Medical - Supplies for First Aid Cabinet		81.55 *
	Quill - labels, post cards, folders, copy paper, pen, markers, notes,		272.09 *
	Shetler Printing - File, folders		43.12 *
	Sunrise Springs Water Co. - Water		27.00 *
	Dan Mix - Reimburse for Pocket Guides		29.90 *
02A-E	Vaccine		
	Sanofi Pasteur Aventis - Adacel		651.61 *
03-E	Equipment		
	CDW-G - Table		510.00 *
	CHC software - Software for HHDIS - Personal Health Services		2,350.00 *
04-E	Equipment Maintenance		
	Applied laser - Equipment contract for Kyocers/K1820		160.50 *
	Snyder Solutions - Export fro Command data to HDIS		950.00 *
	CHC Software - Maintenance agreement for new HDIS software		1,791.25 *
	Geauga County sheriff - Repairs to Veh #10, 11, 4 15, 18		964.59 *
07-E	Travel & Expenses		
	Chardon Oil - Feb		3,563.72 *
	Western Reserve Farm Co - Feb		415.51 *
	Karen DeWeese - Mileage for Feb		44.88 *
	Helen Reighard - Mileage for 1/20-2/23		43.86 *
	Mary Ann Marsh - Travel for Feb		47.97 *
	Sandy Gerzseny - Mileage for 1/3-2/24		84.15 *
	Jay Becker - Grant adjustment for 3/9		6.00 *
09-E	Advertising & Printing		
	KMI - Business cards for marsh and Pintchuk		86.50 *
12-E	Other Expenses		
	Alltel - Service for Feb		693.88 *
	Windstream - Service for 285-7719		33.04 *
	Alltel - Cell phones		0.00 *
	Stericycle - Medical Waste Pick up		0.00 *

Ohio Division of Real Estate - Burial Permits for Feb	77.50 *
Treasurer of State - Quarterly payment	0.00
Treasurer of State - Birth and Death copies for Jan	1,649.97 *
Clemans, Nelson - Contract Service (tow months)	350.00 *
S. Hamilton - Contract Service	0.00
G. Dennison - Contract Service	0.00
B. Eyring - Contract Service	0.00
Christian Hippley - Contract Service	0.00
Y. Mulacek - Contract Service	0.00
Carolyn Mann - Contract Service	0.00
Quest Diagnostics - Lab work	16.40 *
Newbury Pharmacy - TB Meds	0.00
Star Beacon - 1 year delivery of Star Beacon	195.00 *
Geauga County Maple Leaf - annual Financial report notice	14.35 *
Jay Walkers - Pizza for Budget meeting	17.98 *
Geauga County Sheriff - Repairs to Veh #13	225.48 *
Chardon Postmaster - First Class Stamps for Survey	352.00 *
Geauga County Township Association - Reservations for Quarterly dinner	15.50 *

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Trailer Park Fund

01-EE	Remit/State	
	Permits for Feb	0.00
02-EE	Salary	0.00
02-EE-M	Medicare	0.00
02-EE-P	PERS	0.00
02-EE-W	Workers Comp	0.00
03-EE	Travel	
07-EE	Other	

Food Service Fund

01-G	Salaries	
	02/11/2011	3,416.00 *
	02/25/2011	4,352.80 *
		3,416.00
01-G-M	Medicare	
	02/11/2011	48.75 *
	02/25/2011	48.75 *
01-G-H	Hospitalization	
	Anthem - Feb	1,988.54 *
	Delta Dental - Feb	152.46 *
	Anthem Life - Feb	17.00 *
01-G-P	PERS	
	for Feb	956.48 *
01-G-W	Workers Comp	0.00
02-G	Remittance State	
	Treasurer of State - Permits ODH	0.00 *
	Treasurer of State - ODA	0.00 *
03-G	Travel & Expense	0.00
07-G	Other	
	Cuyahoga County Board of Health - registration for Food Safety	70.00 *

Infectious/Solid Waste Fund

01-IW	Salaries	0.00
01-IW-M	Medicare	0.00
01-IW-H	Hospitalization	
	Anthem -	0.00
	Delta Dental -	0.00
	Anthem Life -	0.00
01-IW-P	PERS	0.00
01-IW-W	Workers Comp	0.00
02-IW	Supplies	0.00
03-IW	Equipment	0.00
04-IW	Travel	
05-IW	other	

Private Water System Fund

01-NN	Remittance to State	
03-NN	Remittance/Lab	
	Water Resources - Lab fee	270.00 *
04-NN	Salaries	0.00
04-NN-M	Medicare	0.00
04-NN-P	PERS	0.00
04-NN-W	Workers Comp	0.00
04-NN-H	Hospitalization	
	Anthem - Feb	904.18 *
	Delta Dental - Feb	76.23 *
	Anthem Life - Feb	8.50 *
09-NN	Travel	
14-NN	Other Expense	

Swimming Pools Fund

01-SP	Salaries	0.00
01-SP-M	Medicare	0.00
01-SP-P	PERS	0.00
01-SP-H	Hospitalization	0.00
01-SP-W	Workers Comp	0.00
04-SP	Remit to State	0.00
05-SP	Other Expense	
	Taylor Technologies - Chlorine Reagent, alkalinity Reagent, ph indicator	46.61 *

Women, Infants & Children Grant

02-TTE	Contract Service		
	Renee Garlak - contract service for 2/8-3/11		2,720.00 *
	Irene Olp - Contract Service for Jan, Feb thru 3/14		1,390.95 *
06-TTE	Alltel - Service for Feb		107.60 *
	Crown Plaza - Dublin - Reservation for OLP and hanw for 3/23 and 24		160.00 *
	Ohio Lactation Consultant - Registration for March 18 Conference		185.00 *
	Renee Garlak - Mileage for 1/18-2/15		31.50 *
	Irene Olp - Mileage for Jan and Feb.		124.20 *
	Healthy children Project - CLC training		662.00 *
	Wal-Mart - file boxes, files, sheet protectors, tape memo pads		109.55 *
	US Postal Service - Postage for meter		1,000.00 *
	KMI - Business cards for Hawn and Olp		115.50 *

Child & Family

04-TTH	Supplies		
	Tamarac Medical - lead testing		20.00 *
	Plak smacker - Tooth brushes and paste		126.64 *
	Pharmed - Towelette		44.16
	American Academy of Pediatrics - Educational Materials		39.60 *
10-TTH	Contract Services		
	Evans Middlefield Medical - Contract Service for Feb		400.00 *
	Barbara Eyring - Contract Service for Feb		80.00 *

Public Health Infrastructure Grant

01-TAL	Other		
	Office Equipment Finance Services - Copier		249.00 *
	Sprint - Blackberries		223.78 *
	Atlanta Marriot Marquis Hotel - Rooms for MRC training		1,304.10 *
	Leslie Sabo - Reimb for Airfare to Atlanta		263.40 *
	NACCHO - Registration for Shubick and Sabo for MRC training		1,030.00 *
	Able Security - Repair to keypad		114.00 *
	Wal-Mart - Phone, headset, supplies and phone card		568.64 *
	Jay Becker - Mileage for 3/9 Regional meeting in Summit County		45.00 *
	Direct TV - Service		5.00 *
	Able Security - Quarterly Monitoring Charge		75.00 *
	Snap on tool - Jumper Box		143.00 *
	Geauga County Sheriff - Repairs to vehicle		80.28 *
02-TAL	Equipment		
	Board of Health - reimburse for Tablet		510.00 *
03-TAL	Contract Service		

Sewage Treatment Program

01-TT3	Salaries		
	02/11/2011		8,568.80 *
	02/25/2011		8,568.80 *
01-TT3-M	Medicare		
	02/11/2011		92.22 *
	02/25/2011		92.22 *
01-TT3-P	PERS for Feb		2,399.26 *
01-TT3-W	Workers Comp		0.00
01-TT3-H	Hospitalization		

	Anthem - Feb	3,359.01 *
	Delta Dental - Feb	255.43 *
	Anthem Life - Feb	34.00 *
02-TT3	Supplies	
	Sunrise Springs - Water	36.00 *
	Applied Laser Tech - Toner	156.60 *
	Quill - index, labels. Post it notes, clips, pencils, post it flags	101.72 *
	Wal-Mart - Tablet cases	32.56 *
03-TT3	Travel	
	Western Reserve Farm Co- OP Fuel	390.38 *
	Chardon Oil Co. - Fuel	0.00
04-TT3	Other	
	Water Resources - Lab testing	40.00 *
	Alltel - Cell phones through 02/15	289.20 *
	Geauga County Clerk of Courts - Court cost for case 10M000821 and 10M000818	252.40 *
	Treasurer of State - Permits for Jan & Feb	400.00 *
05-TT3	Equipment	
06-TT3	Equipment/Maint	
	Geauga County Sheriff - repairs to vehicle #7 and 22	139.55 *
	Ace Imaging Solutions - Copier maintenance for 01/09-02/08	73.56 *

IAP Grant

02-TT5	Contract Service	
	G. Denniston - Contract service for Feb	220.00 *
	C. Hippley - contract Service for Feb	195.00 *
	Yvonne Mulacek - Contract Service for Feb	510.00 *
	B. Eyring - contract Service for Feb	70.00 *
	C. Mann - contract service for Feb	200.00 *
	Shirley Hamilton - contract service for Feb	205.00 *
03-TT5	Other	

Total Expenses 155,532.81

All Salaries & Fringes for Grants are now being paid by BOH and then reimbursed quarterly

Robert K. Weisdack

Approved for Payment Robert Weisdack, Health Commissioner

[Signature]

[Signature]

Melanie Eppich

Christina Lewis

Janet K. Allen

[Signature]