

**Summit County Combined General Health District
Board of Health Meeting
Thursday, March 9, 2023 – 5 p.m.
Summit Auditorium – Building A**

Public Conference: 330 926 5796; ID#74883



MINUTES

New Portal Project for Water Quality

Stephen Gronow, BS, REHS

Informatics Supervisor

A. Welcome of Persons Present:

B. Call to Order – Mr. Cugini called the meeting to order at 5:14 p.m.

C. Board Member Roll Call:

Patricia Billow	01/01/2022 -12/31/2025	Present
Todd Burdette	03/21/2022-03/20/2027	Present
Dr. Catherine Cook	01/01/2023-12/31/2026	Present
Dominic Cugini	04/01/2023-03/31/2027	Present
Dr. Roberta DePompei	01/01/2020-12/31/2023	Present
Barry Ganoe	05/12/2022-03/31/2024	Present
Dr. Kristine Gill	01/01/2022-12/31/2025	Present
Krisi Gindlesperger	01/01/2023-12/31/2026	Excused Absence
Mary Jo Goss	01/01/2023-12/31/2026	Present
Dan Karant	01/01/2021-12/31/2025	Present
Janel Koellner	02/09/2023-03/31/2025	Present
Dr. Gayleen Kolazcewski	01/01/2020-12/31/2023	Present
Dr. Aleksandra Mamonis	01/01/2020-12/31/2023	Present
Jeffrey Snell	04/01/2022-03/31/2026	Present
Marco Sommerville	01/01/2023-12/31/2026	Absent
Karen Talbott	01/01/2023-12/31/2026	Present
Dr. Kenneth Varian	04/28/2022-12/31/2024	Virtual
Sheila Williams	01/01/2022-12/31/2025	Present

Others Present: Tonia Burford, Angela Burgess, Joanne Emery, Stephen Gronow, Clay Knapp, Eddie Mink, Brenda Pickle, Ali Rogalski, Dr. Erika Sobolewski, Shaleeta Smith and Donna Skoda.

D. Approval of the Minutes of the Regular Board Meeting

Motion by Dr. DePompei, seconded by Mr. Karant to approve the Board of Health meeting minutes from February 9, 2023.

Approved by voice vote.

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E. Public and Staff Comments *(three minute maximum.)* Mr. Karant recommended a comprehensive social media policy for the Board that governs the use of all platforms. Mr. Cugini thanked Mr. Karant for the recommendation.

F. Reading of Schedule E – Late Filings

Motion by Mr. Ganoë, seconded by Mr. Karant to accept Schedule E – Late Filings:

SCHEDULE A – PERSONNEL

- 1. Approve the termination of Brianna White, Environmental Health Specialist in Training, full-time, effective February 15, 2023** *(Brianna joined SCPH in August 2018.)*
- 2. Approve the change of status for Megan Sutherland, Family Health Coordinator, \$36.45 per hour, full-time to part-time, with no change in pay, effective February 27, 2023.**
- 3. Approve the retirement of Jackie Pollard, Family Health Manager, full-time, effective March 24, 2023** *(Jackie joined SCPH in October 2016. Jackie will be retiring after 17 years of service.)*

SCHEDULE D – FINANCE

1. Authorizing Payment of Non-Routine Expenses.

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Keeper Security, Inc.	\$2,872.80	Password Manager Software

Approved by voice vote.

G. Motion by Mr. Karant, seconded by Mr. Ganoë, to adopt Resolution No. 008-23, entitled “Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda.”

Schedule A	Personnel
Schedule B	Employee Training and Travel Expenses
Schedule C	Contracts
Schedule D	Finance
Schedule E	Late Filings

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Approved by voice vote.

H. Health Commissioner's Report

1. Election of Board of Health President and President Pro Tempore:

- a) Motion by Mr. Karant, seconded by Mr. Snell, to appoint Dominic Cugini as Board President for a one-year term (04/01/2023 – 03/31/2024.)**

Approved by voice vote; Mr. Cugini abstained.

- b) Motion by Mr. Karant, seconded by Mr. Snell, to appoint Dr. Aleksandra Mamonis as President Pro Tempore for a one-year term (04/01/2023 – 03/31/2024.)**

Approved by voice vote; Dr. Mamonis abstained.

2. 103rd District Advisory Council (DAC) Meeting – Monday, March 6, 2023.

3. General Health District Board of Health Term Reappointments:

Dominic Cugini/Richfield Village (04/01/2023 – 03/31/2027)

Barry Ganoe /Springfield Township (05/12/2022 – 03/31/2024)

Janal Koellner/Copley Township (02/09/2023 – 03/31/2025)

4. Elected Officers of the District Advisory Council include:

Chairman: Mayor Paul Adamson, City of New Franklin

Secretary: Mayor William Judge, City of Barberton

Executive Committee: Mayor Bill Goncy, Village of Boston Heights

Amy Anderson, Trustee Chairman, Boston Township

Ilene Shapiro is a member of the Executive Committee by virtue of office as County Executive.

5. 2022 Annual Report (See Enclosure.)

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6. **National Minority Health Month – April 2023** – Ms. Smith reported National Minority Health Month was passed by Congress in 2002. SCPH will conduct Health & Wellness Fairs on April 10 from 11 a.m. – 2 p.m. at the Student Union, University of Akron and on April 26 from 10 a.m. – 2 p.m. at Metro Transit Center (See Enclosure.) Great sponsorship with the University of Akron. They are donating the space and providing lunch for vendors.
7. **The Human Resources Committee will meet immediately after the March 9, 2023 Board of Health Meeting.**
8. **The Community Health & Wellness Committee will meet immediately after the April 13, 2023 Board of Health Meeting.**

I. Fiscal Report

1. **Motion by Mr. Karant, seconded by Mr. Snell to support the 2024 General Revenue Budget (See Enclosure.)**

Approved by voice vote.

2. **2024 Budget – The Budget Commission has scheduled the 2024 Health District Budget Hearing for Thursday, April 20, 2023 at 10:00 a.m. at the Summit County Fiscal Office, 175 S. Main Street, Room 210, Akron, OH, 44308. Board members are invited to attend in person or virtually. A Microsoft Teams link will be sent to board members closer to the meeting date.**
3. **COVID-19 Rolling Expense Report (See Enclosure.)**
4. **Monthly Reports Update.**
5. **Policy and Legislation – No Report.**

J. Environmental Report

1. **Motion by Ms. Talbott, seconded by Mr. Ganoe, to adopt Resolution No. 009-23 approving and granting the issuance of a variance for Jeffrey Shiplett at 1244 West Park Way, Springfield Township, Parcel I.D. 51-05267, Summit County, Ohio, 44319 for the installation of a new sewage treatment system (See Enclosure.)**

Approved by voice vote.

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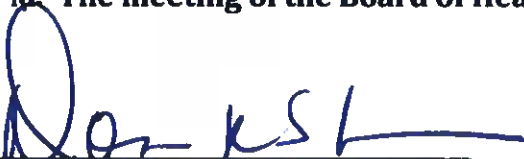
K. Clinical Health/Medical Director's Report

1. Communicable Disease Report (See Enclosure.) – Dr. Sobolewski reported today is the three-year to the date of the first Ohio COVID case. The Ohio Board of Pharmacy announced a new law effective April 6, 2023 allowing an individual who is not authorized to administer drugs to administer an overdose reversal drug. This authority may be exercised by any individual who is in a position to assist another individual who is apparently experiencing an opioid-related overdose. The CDC has announced a HAN alert due to an estimated 20,000 people possibly exposed to measles at a Kentucky religious event at Asbury University. Dr. Sobolewski stated she is proud of the Public Health community partner relationships improved during the pandemic. Mr. Cugini recommended sharing with staff. Ms. Skoda recommended a story in the staff newsletter.

2. Influenza Surveillance Report (See Enclosure.)

L. Miscellaneous Business – Mr. Snell advised absences at the District Advisory Council among villages and townships. Mr. Snell recommended correspondence to villages and townships with a summary of the At-Large Board of Health members a few times a year.

M. The meeting of the Board of Health adjourned at 5:49 p.m.


Secretary


President

**The next meeting of the Board of Health is scheduled Thursday, April 13, 2023
at 5:00 p.m. - Building A Boardroom**

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SCHEDULE E - LATE FILINGS

SCHEDULE A - PERSONNEL

- 1. Approve the termination of Brianna White, Environmental Health Specialist in Training, full-time, effective February 15, 2023** *(Brianna joined SCPH in August 2018.)*
- 2. Approve the change of status for Megan Sutherland, Family Health Coordinator, \$36.45 per hour, full-time to part-time, with no change in pay, effective February 27, 2023.**
- 3. Approve the retirement of Jackie Pollard, Family Health Manager, full-time, effective March 24, 2023** *(Jackie joined SCPH in October 2016. Jackie will be retiring after 17 years of service.)*

SCHEDULE D - FINANCE

- 1. Motion by _____, seconded by _____ to adopt Resolution No. 010-23, entitled "Resolution Authorizing Payment of Non-Routine Expenses."**

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Keeper Security, Inc.	\$2,872.80	Password Manager Software

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SCHEDULE A - PERSONNEL

- 1. Approve the appointment of Deven Crosby, Certified Medical Assistant, \$19.28 per hour, full-time, effective March 13, 2023** *(She will be working in the clinic.)*
- 2. Approve the rescission of the appointment of Kristina Miller, Registered Environmental Health Specialist** *(Due to personal circumstances, Kristina is no longer able to relocate to Summit County.)*
- 3. Approve the reclassification of David Shinn, Help Desk Technician, full-time, from HD-3 (3010) to HD-5 (5050) with no change in pay, effective March 13, 2023** *(The Help Desk Technician job title is being reclassified to the HD-5 salary class to maintain average local industry wages.)*
- 4. Approve the resignation of Danielle Atkinson, Help Desk Technician, \$22.18 per hour, full-time, effective March 3, 2023** *(Danielle joined SCPH in April 2021 and worked in the IT department.)*
- 5. Approve the retirement of Janice Hunter, Public Health Nurse, effective March 31, 2023** *(Janice joined Akron Heath Department in March of 2008 and SCPH in September of 2010. Janice will be retiring after 15 years in public health.)*

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SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL

MARCH TRAINING AND TRAVEL REPORT 2023

TRAVEL OVERVIEW

Employee Name(s)	Katelyn Manda
Employee Number(s)	4176
Date Attending	03/06/2023
Date Returning	03/06/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant
Name of Conference	Introspective Ethics: Developing a Plan to Avoid Ethical Violations
Name of Sponsor	Direction Home
Address	virtual
City	
State	

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA
Parking &/or Tolls	\$0		# of meals: NA
Registration	\$50.00	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 0 \$ Amount: \$0		
Total Cost of Expenses: \$50.00			

TRAVEL OVERVIEW

Employee Name(s)	Sara Russo & Jessica Wingert
Employee Number(s)	4434 & 3259
Date Attending	07/09/2023
Date Returning	07/11/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Ohio Tobacco Kick off meeting Request
Name of Sponsor	ODH
Address	246 N High St
City	Columbus
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$500.00
Shuttle/Rideshare	\$0	Meals	Date: 7/9,7/10,7/11.. # of meals: 1x2,3x2,2x2. Total \$ amount for day: \$38, \$80 , \$42
Parking &/or Tolls	\$200.00		
Registration	\$0	Total Cost of Meals	\$160.00
Mileage \$.655/mile	Miles traveled: 320 \$ Amount: \$209.60		
Total Cost of Expenses: \$1,069.60			

TRAVEL OVERVIEW

Employee Name(s)	Sara Cochrane
Employee Number(s)	4044
Date Attending	03/22/2023
Date Returning	03/22/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Pesticide Exam
Name of Sponsor	OSU Extension- Geauga County
Address	1426g Claridon-Troy Rd
City	Burton
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA
Parking &/or Tolls	\$0		# of meals: NA
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 54 \$ Amount: \$35.37 Will be starting at home due to exam time and being close to home		
Total Cost of Expenses: \$35.37			

TRAVEL OVERVIEW

Employee Name(s)	Julie Hansel, Eric Wyant
Employee Number(s)	2237, 4258
Date Attending	03/23/2023
Date Returning	03/23/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Water Management Summit
Name of Sponsor	Solid Blend Water Management Solutions
Address	7790 Service Center Drive
City	West Chester
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total \$ amount for day: NA
Parking &/or Tolls	\$0		
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 0 \$ Amount: \$0		

Total Cost of Expenses: \$0 cost to attend. We will supply one agency vehicle for the two employees to take.

TRAVEL OVERVIEW

Employee Name(s)	Rachel Flossie/ TBD/ TBD
Employee Number(s)	4115/TBD/TBD
Date Attending	04/26/2023
Date Returning	04/26/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	ODH HMG Home Visiting Conference
Name of Sponsor	ODH
Address	175 Hutchinson Ave
City	Columbus
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: 4/26/23 # of meals: 6 Total \$ amount for day: \$63
Parking &/or Tolls	\$0		
Registration	\$50 x 3	Total Cost of Meals	\$63.00
Mileage \$.655/mile	Miles traveled: 236 or agency car \$ Amount: \$154.58		

Total Cost of Expenses: \$367.58

TRAVEL OVERVIEW

Employee Name(s)	Brianna Olexa
Employee Number(s)	4050
Date Attending	04/13/2023
Date Returning	04/13/2023
Multiple Meetings?	Yes/No: no Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Ohio Environmental Health Association Annual Educational Conference
Name of Sponsor	Ohio Environmental Health Association
Address	Dublin Marriott Northwest - 5605 Paul Blazer Parkway
City	Dublin
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total\$ amount for day: NA
Parking &/or Tolls	\$0		
Registration	140.00 (includes lunch)	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 0 \$ Amount: \$0		
Total Cost of Expenses: \$140.00			

TRAVEL OVERVIEW

Employee Name(s)	Jessie Wingert
Employee Number(s)	3259
Date Attending	04/24/2023
Date Returning	04/27/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Ohio Public Health Combined Conference
Name of Sponsor	Ohio Public Health Partnership & ODH
Address	100 Green Meadows Dr S
City	Lewis Center
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$330 (\$165 night x2)
Shuttle/Rideshare	\$0	Meals	Date: NA
Parking &/or Tolls	\$0		# of meals: NA
Registration	\$0 (on planning committee)	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 195 \$ Amount: \$127.73		
Total Cost of Expenses: \$525.00			

TRAVEL OVERVIEW

Employee Name(s)	Mike Boronka, Andrew Deiken, Erika Fickey
Employee Number(s)	2253, 2098, 4204
Date Attending	04/27/2023
Date Returning	04/27/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Public Health Lead Investigation Meeting
Name of Sponsor	Ohio Department of Health
Address	274 E 1st Ave
City	Columbus
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA
Parking &/or Tolls	\$0		# of meals: NA
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 0 \$ Amount: \$0		
Total Cost of Expenses: \$0			

Multiple Meetings

TRAVEL OVERVIEW

Employee Name(s)	Nate King, Andrew Deikun
Employee Number(s)	2238, 2098
Date Attending	04/16/2023
Date Returning	04/19/2023
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 2
Grant or General Fund?	Grant

Name of Conference	2023 OLCHH Program Manager School (NHPC23)
Name of Sponsor	HUD- Office of Lead Hazard Control and Healthy Homes
Address	808 Howell Street
City	Seattle
State	WA

COST(S)

Airfare & Luggage	\$2,500.00	Lodging	\$1,700.00
Shuttle/Rideshare	\$50.00	Meals	Date: 4/16/23-4/ 19/23. # of meals:: 6,6,6,6. Total \$ amount for day: \$120,\$120,\$120,\$120
Parking &/or Tolls	\$150.00		
Registration	\$1,690.00	Total Cost of Meals	\$480.00
Mileage \$.655/mile	Miles traveled: 0 \$ Amount: \$0		
Total Cost of Expenses: \$6,570.00			

TRAVEL OVERVIEW

Employee Name(s)	Shelby Mills
Employee Number(s)	64089
Date Attending	04/20/2023
Date Returning	
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 2
Grant or General Fund?	Grant

Name of Conference	CHC Mandatory All Project Training in Columbus (04/20/2023 & 10/19/2023)
Name of Sponsor	Ohio Department of Health
Address	274 E 1st Ave
City	Columbus
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total\$ amount for day: NA
Parking &/or Tolls	\$40.00		
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 560 \$ Amount: \$366.80		
Total Cost of Expenses: \$406.80			

TRAVEL OVERVIEW

Employee Name(s)	All Staff
Employee Number(s)	1119
Date Attending	04/19/2023
Date Returning	05/05/2023
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 5
Grant or General Fund?	Grant

Name of Conference	University of Akron Onsite LEAN Training
Name of Sponsor	University of Akron
Address	1867 W. Market St.
City	Akron
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total\$ amount for day: NA
Parking &/or Tolls	\$0		
Registration	\$24,000.00	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 0 \$ Amount: \$0		
Total Cost of Expenses: \$24,000.00			

TRAVEL OVERVIEW

Employee Name(s)	Ben Cochran, Brianna Elston, Luke Pritchard, Nicholas Speight, Gregory Stallings, Nana Sugden, Tom Campensa, Laura Smart-Wright, Ryan Pruett
Employee Number(s)	4395, 4332, 4418, 4427, 4428, 4429, 2192, 2212, 2073
Date Attending	03/27/2023
Date Returning	03/30/2023
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 2
Grant or General Fund?	General Fund

Name of Conference	Midwest Workshop
Name of Sponsor	Ohio Department of Health
Address	9200 Worthington Road, Suite 400
City	Columbus
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	3 rooms at the Fairfield Inn at \$160/room for night starting March 27 and ending March 28- \$480.00
Shuttle/Rideshare	\$0	Meals	Date: 3/27/23.-3/30/23 # of meals: 12,12,0,0. Total \$ amount for day: \$186.00,\$126.00,\$0,\$0.
Parking &/or Tolls	\$0		
Registration	First Meeting-\$240.00 Second Meeting-\$120.00 Totaling - \$360.00	Total Cost of Meals	\$312.00
Mileage \$.655/mile	Miles traveled: 0 taking agency Vehicles \$ Amount: \$0		

Total Cost of Expenses: \$1,152.00

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SCHEDULE C - CONTRACTS

A. Family Health

- 1. Adopt Contract No.141292 authorizing an agreement between Summit County Department of Job and Family Services and Summit County Combined General Health District (SCCGHD) to provide pregnancy and postpartum-related resources, engagement, and supplies to TANF eligible families in Summit County (pending Prosecutor approval for the period of March 1, 2023 to September 30, 2023 in an amount not to exceed \$50,000.00 payable to SCCGHD.)**

B. Office of the Health Commissioner

- 1. Adopt Contract No. 141345 authorizing an agreement between MPG Architects and the Summit County Combined General Health District for Architecture, Engineering and Design services for a new storage garage construction project (pending Prosecutor approval for the period March 10, 2023 through March 9, 2024 in an amount not to exceed \$47,500.00 payable to MPG Architects.)**

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SCHEDULE D - FINANCE

No cash statement and executive summary available this month.