

**Summit County Combined General Health District
Board of Health Meeting
Thursday, December 14, 2023 – 5 p.m.
Boardroom – Building A**



Public Conference: 330 926 5796; ID#74883

MINUTES

1. **Welcome of Persons Present** – *Mr. Cuigini called the meeting to order at 5:02 p.m.*
2. **Call to Order**
3. **Board Member Roll Call**

Patricia Billow	<i>01/01/2022 -12/31/2025</i>	<i>Present</i>
Dr. Patrick Blakeslee	<i>05/11/2023-12/31/2025</i>	<i>Arrived After Roll Call</i>
Todd Burdette	<i>03/21/2022-03/20/2027</i>	<i>Present</i>
Dr. Catherine Cook	<i>01/01/2023-12/31/2026</i>	<i>Present</i>
Dominic Cugini	<i>04/01/2023-03/31/2027</i>	<i>Present</i>
Dr. Roberta DePompei	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Barry Ganoe	<i>05/12/2022-03/31/2024</i>	<i>Present</i>
Krisi Gindlesperger	<i>01/01/2023-12/31/2026</i>	<i>Virtually</i>
Mary Jo Goss	<i>01/01/2023-12/31/2026</i>	<i>Present</i>
Dan Karant	<i>01/01/2021-12/31/2025</i>	<i>Present</i>
Janel Koellner	<i>02/09/2023-03/31/2025</i>	<i>Present</i>
Dr. Gayleen Kolazcewski	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Dr. Aleksandra Mamonis	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Jeffrey Snell	<i>04/01/2022-03/31/2026</i>	<i>Present</i>
Marco Sommerville	<i>01/01/2023-12/31/2026</i>	<i>Absent</i>
Karen Talbott	<i>01/01/2023-12/31/2026</i>	<i>Present</i>
Dr. Kenneth Varian	<i>04/28/2022-12/31/2024</i>	<i>Present</i>
Sheila Williams	<i>01/01/2022-12/31/2025</i>	<i>Present</i>

Others present: Christopher Barker, Tonia Burford, Angela Burgess, Clay Knapp, Sarah McKee, Brenda Pickle, Dave Shinn, Dr. Erika Sobolewski, Shaleeta Smith, and Donna Skoda.

4. Approval of the Minutes of the Regular Board Meeting

Motion by Mr. Karant, seconded by Mr. Ganoe to approve the Board of Health meeting minutes from November 9, 2023.

Approved by voice vote; Mr. Cugini abstained.

**Summit County Combined General Health District
Board of Health Meeting
Thursday, December 14, 2023 – 5 p.m.
Boardroom – Building A**



Public Conference: 330 926 5796; ID#74883

MINUTES

5. Public and Staff Comments (three minute maximum.) – Mr. Karant thanked Ms. Skoda for her presentation at the Norton Kiwanis and Norton City Council on what to expect on April 8 Total Eclipse. Mr. Karant reported that in the Policy and Procedure Section 4, Paragraph 9 Standing Committees states there will be a solicitation by the President annually for committee membership appointments. Every two years 50 percent of the committees will move. Some members weren't here at the beginning of 2023. In January, approval of the organizational matters resolution. President and President Pro Tempore nominations.

6. Reading of Schedule E – Late Filings – None.

Motion by _____, seconded by _____ to accept Schedule E – Late Filings:

7. Motion by Ms. Talbott, seconded by Mr. Karant to adopt Resolution No. 039-23, 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

Approved by voice vote.

8. Health Commissioner’s Report

1. Presentation of 2024 Budget (See Enclosure.)

2. Motion by Dr. Cook, seconded by Ms. Billow, to adopt Resolution No. 041-23 entitled, “Annual Appropriation Resolution for District Health 2024” (See Enclosure.)

Approved by voice vote.

**Summit County Combined General Health District
Board of Health Meeting
Thursday, December 14, 2023 – 5 p.m.
Boardroom – Building A**



Public Conference: 330 926 5796; ID#74883

MINUTES

- 3. Motion by Mr. Karant, seconded by Mr. Ganoë, to adopt Resolution No. 040-23 entitled, "Salary Increase Resolution" (5% percent for all non-bargaining employees subject to the maximum pay levels identified for each pay range effective December 18, 2023, according to the Board of Health Salary Classification Schedule tabling the longevity bonus; lifting the six month waiting period for use of sick/vacation time earned and maintaining the 2023 compensation package [See Enclosure].)**

Discussion around pay scales; longevity bonuses, bonus tiers and employee salary caps. Ms. Skoda reported the county doesn't allow new hires to schedule vacation for six months.. Ms. Skoda recommends allowing use of sick and vacation during the first six months of employment never to exceed time earned. Cakes and coffee will continue in 2024 with review of salary classifications and longevity bonuses.

Approved by voice vote; Ms. Talbott, Ms. Williams and Mr. Snell abstained.

- 4. Motion by Mr. Karant, seconded by Dr. DePompei, to approve the Observance of Legal Holidays for the Year 2024 (See Enclosure.)**

Approved by voice vote.

- 5. Dr. Gayleen Kolaczewski Board of Health Retirement (01/09/1992 – 12/31/2023.)**

Dr. Kolaczewski was presented a plaque as appreciation for her 32 years on the Board of Health as the representative for Munroe Falls.

- 6. The Human Resources Committee will meet immediately after the December 14, 2023 Board Meeting in the Boardroom.**

I. Fiscal Report

- 1. Motion by Ms. Talbott, seconded by Dr. DePompei, to adopt Resolution No. 042-23 entitled, "Resolution Authorizing Routine Expenses for 2024."**

Approved by voice vote.

- 2. Monthly Reports Update.**

- 3. Final COVID-19 Rolling Expense Report (See Enclosure.)**

**Summit County Combined General Health District
Board of Health Meeting
Thursday, December 14, 2023 – 5 p.m.
Boardroom – Building A**



Public Conference: 330 926 5796; ID#74883

MINUTES

J. Environmental Report – *Ms. Burford reported the Licensing Council met on December 6, 2023. No issues with calculations.*

- 1. Motion by Mr. Ganoe, seconded by Mr. Karant, to adopt Resolution No. 043-23 entitled, “Resolution Amending Chapter 101, “Fees” under Title One of the Environmental Health Code of the Summit County Combined General Health District, Repealing Resolutions Inconsistent Therewith and Declaring it an Emergency effective January 1, 2024” (See Enclosure.)**

Approved by voice vote.

K. Clinical Health/Medical Director’s Report

- 1. Second Reading of Resolution No. __-23 entitled, “Resolution Adopting the Clinical Health Fee Schedule for the Year 2024 of the Summit County Combined General Health District, Repealing Resolutions Inconsistent Therewith and Declaring an Emergency effective January 15, 2024 (See Enclosure.)**
- 2. Medical Director’s Report (See Enclosure.)**
- 3. Communicable Disease Report (See Enclosure.)**
- 4. Influenza Surveillance Report (See Enclosure.)**

L. Miscellaneous Business

- 1. Motion by Ms. Koellner, seconded by Ms. Goss, to adjourn into Executive Session at 6:03 p.m.:**
 - a) To conference with an attorney for the Board of Health concerning a dispute involving the Board that is the subject of imminent court action pursuant to ORC 121.22(G)(3); and**
 - b) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee pursuant to ORC 121.22(G) (1).**

**Summit County Combined General Health District
Board of Health Meeting
Thursday, December 14, 2023 - 5 p.m.
Boardroom - Building A**



Public Conference: 330 926 5796; ID#74883

MINUTES

Roll Call Vote:

Patricia Billow (Aye), Dr. Patrick Blakeslee (Aye), Todd Burdette (Aye), Dr. Catherine Cook (Aye), Dominic Cugini (Aye), Dr. Roberta DePompei (Aye), Barry Ganoe (Aye), Krisi Gindlesperger (Aye), Mary Jo Goss (Aye), Dan Karant (Aye), Janel Koellner (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Karen Talbott (Aye), Dr. Kenneth Varian (Aye) and Sheila Williams (Aye.)

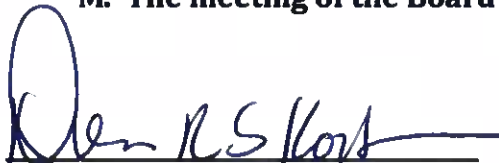
Motion carried.

Motion by Mr. Karant, seconded by Ms. Williams to reconvene from Executive Session at 6:15 p.m.

Patricia Billow (Aye), Dr. Patrick Blakeslee (Aye), Todd Burdette (Aye), Dr. Catherine Cook (Aye), Dominic Cugini (Aye), Dr. Roberta DePompei (Aye), Barry Ganoe (Aye), Krisi Gindlesperger (Aye), Mary Jo Goss (Aye), Dan Karant (Aye), Janel Koellner (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Karen Talbott (Aye), Dr. Kenneth Varian (Aye) and Sheila Williams (Aye.)

Motion carried.

M. The meeting of the Board of Health adjourned at 6:17 p.m.


Secretary


President

The next meeting of the Board of Health is scheduled Thursday, January 11, 2024 at 5:00 p.m. in the Boardroom- Building A.