

**Summit County Combined General Health District
Board of Health Meeting
Thursday, June 8, 2023 – 5 p.m.
Summit Auditorium – Building A**

Public Conference: 330 926 5796; ID#74883



MINUTES

**Role of SCPH in Relation to Private Water Systems, Septic Systems,
Semipublic Septic Systems and Public Utilities**

Julie Reis, REHS

Water Quality Supervisor (See Enclosure)

- A. Welcome of Persons Present – Mr. Cugini called the meeting to order at 5:21 p.m.**
- B. Call to Order**
- C. 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>Present</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 Gano	<i>05/12/2022-03/31/2024</i>	<i>Present</i>
Krisi Gindlesperger	<i>01/01/2023-12/31/2026</i>	<i>Excused Absence</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>Virtual Attendance</i>
Sheila Williams	<i>01/01/2022-12/31/2025</i>	<i>Present</i>

Others present: Tonia Burford, Angela Burgess, Joanne Emery, Clay Knapp, Eddie Mink, Brenda Pickle, Julie Reis, Ali Rogalski, Dr. Erika Sobolewski, Dave Shinn, Shaleeta Smith, Donna Skoda and Irv Sugarman.

- D. Approval of the Minutes of the Regular Board Meeting**

Motion by Mr. Gano, seconded by Mr. Karant to approve the Board of Health meeting

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minutes from May 11, 2023.

Approved by voice vote.

E. Public and Staff Comments *(three minute maximum.)*

F. Reading of Schedule E - Late Filings - None

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

G. Motion by Mr. Karant, seconded by Dr. DePompei to adopt Resolution No. 017-23, 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.

H. Health Commissioner's Report - *Ms. Skoda advised the Boardroom is tight. Reminderville will add an additional Board member. Ms. Skoda asked if the Board wished to move back to the Auditorium. The room could be reconfigured or microphones added. The Board expressed desire to continue in the Boardroom due to better interaction. Dr. DePompei liked the randomization of nameplates at each meeting. Ms. Skoda will investigate table options and advise.*

1. Community Health Worker Day - June 6.

Motion by Ms. Talbott, seconded by Ms. Billow, to adopt Resolution No. 018-23, entitled, "Recognition of Community Health Worker Day on June 6 of each year." (See Enclosure.)

Approved by voice vote.

2. COVID-19 Weekly Report Discontinuance -- *Ms. Skoda advised not all COVID data is being collected. Covid hospitalizations and deaths will be reported.*

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3. **Educational Opportunities for Staff** -- *Ms. Skoda reported an unusual year to promote workforce development at the state. The student loan forgiveness program has been in existence. If you work ten years in the public system you get the rest of loans forgiven. This year, Case Western received some HR health and human services money. We are able to enroll individuals in a Master's in Public Health through Case Western. It's completely paid tuition for a two-year program. The Association of Ohio Health Commissioners was able to secure \$3 million of the workforce development money. July 2021 through December of 2023, whether you were working at a local health department or not; if you're working now you can qualify for \$5,000 for tuition or certification that helps you become employed in public health. You must stay at a local health department for two years.*
4. **The Governance Committee will meet immediately after the June 8, 2023 Board of Health Meeting in the Boardroom.**
5. **The Human Resources Committee will meet immediately after the June 8, 2023 Board of Health Meeting in the EOC.**
6. **The Strategic Planning Committee will meet immediately after the July 13, 2023 Board of Health Meeting in the Boardroom.**

I. Fiscal Report

1. **2024 Budget Commission Meeting – Thursday, May 18, 2023** – *Mr. Knapp advised the meeting was smooth and quick. Ms. Skoda thanked Board members in attendance.*
2. **COVID-19 Rolling Expense Report** *(See Enclosure.)*
3. **Grant Expense Report** *(See Enclosure.)*
4. **Monthly Reports Update** *(See Enclosure.)* *Mr. Knapp awaiting state approval. The COVID vaccine grant is ending June 30, 2023.*

- J. **Environmental Report** – *Ms. Burford advised Tai Gourmet has not been able to meet the requirements set forth and has not reopened to date.*

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1. **Motion by Mr. Snell, seconded by Mr. Karant, to adopt Resolution No. 019-23 approving and granting the issuance of a variance for Jason Spargo at 244 E. Comet Road, Green, Parcel I.D. 28-13198, Summit County, Ohio, 44216 for the installation of a sewage treatment system with the amendment to record Resolution No. 019-23 on the property deed and on the deed of the home directly east.**

Approved by voice vote.

2. **Motion by Ms. Talbott, seconded by Dr. DePompei, to adopt Resolution No. 020-23 approving and granting the issuance of a variance for Ronald and Michelle Shannon at 900 Wallwood Drive, Copley, Township, Parcel I.D. 15-02214, Summit County, Ohio, 44321 for the installation of a sewage treatment system.**

Approved by voice vote.

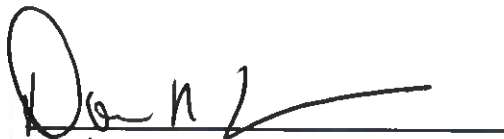
K. Clinical Health/Medical Director's Report

1. **Communicable Disease Report** (*See Enclosure.*)
2. **Influenza Surveillance Report – FINAL REPORT** (*See Enclosure.*)

L. Miscellaneous Business

- M. **The meeting of the Board of Health adjourned at 6:10 p.m.**

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


Secretary


President

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SCHEDULE A – PERSONNEL

- 1. Approve the change of status of Joseph Wesner, Environmental Health Specialist in Training, full-time, to Registered Environmental Health Specialist, full-time, with no change in pay effective June 19, 2023** *(Joe recently met all the requirements from NEHA and ODH for advancement and works in the Food Safety Program.)*
- 2. Approve the change in start date of Anna Gruska, Environmental Health Specialist in Training, full-time, \$26.82 per hour from June 5, 2023 to July 3, 2023** *(Anna earned her Bachelor's degree in Zoology and Ecology from The Ohio State University. Anna will work in the Water Quality Programs.)*
- 3. Approve the resignation of Deven Crosby, Certified Medical Assistant, \$19.28 per hour, full-time, effective May 30, 2023** *(Deven joined SCPH in March 2023 and worked in the Clinic.)*
- 4. Approve the resignation of Anna Parr, Public Health Nurse, \$29.30 per hour, full-time, effective June 16, 2023** *(Anna joined SCPH in September 2021 and worked in the Family Health Division.)*

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SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL

TRAVEL OVERVIEW

Employee Name(s)	Brian Cameron
Employee Number(s)	4459
Date Attending	06/12/2023
Date Returning	06/16/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	TSI (Training Services International)- Building Inspector/Management Planner training course
Name of Sponsor	TSI
Address	33150 Lakeland Blvd.
City	Eastlake
State	Ohio

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	\$849.00	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: NA \$ Amount: NA		

Total Cost of Expenses: \$849.00

TRAVEL OVERVIEW

Employee Name(s)	Brian Cameron
Employee Number(s)	4459
Date Attending	06/26/2023
Date Returning	06/30/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Training Services International (TSI) - Asbestos Contractor Supervisor Training
Name of Sponsor	TSI
Address	33150 Lakeland Blvd.
City	Eastlake
State	Ohio

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	\$749.00	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: NA \$ Amount: NA		

Total Cost of Expenses: \$749.00

TRAVEL OVERVIEW

Employee Name(s)	Bei Lin
Employee Number(s)	4436
Date Attending	07/20/2023
Date Returning	07/20/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Bridges out of Poverty
Name of Sponsor	United Way
Address	United Way of Summit & Medina's office, 37 N High St
City	Akron
State	Ohio

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	\$25.00	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 26 \$ Amount: \$17.03		

Total Cost of Expenses: \$42.03

TRAVEL OVERVIEW

Employee Name(s)	Connor Moroney
Employee Number(s)	4259
Date Attending	07/19/2023
Date Returning	07/19/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	32nd Annual Environmental Permitting in Ohio Conference
Name of Sponsor	
Address	6500 Doubletree Ave
City	Columbus
State	Ohio

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 No registration cost	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: NA, Will use Agency Car \$ Amount: NA		

Total Cost of Expenses: \$0

TRAVEL OVERVIEW

Employee Name(s)	Pooja Patel, S.K. Smith, Nicholas Speight, Greg Stallings, Ryan Sturgeon, Nana Sugden, Cory Tibbits, Brian Cameron and Anna Gruska
Employee Number(s)	4444, 4341, 4427, 4428, 4438, 4429, 4437, 4459 and 4462
Date Attending	09/21/2023
Date Returning	11/16/2023 (Workshop classes are September 21 and November 16. Some of the Employees are attending the September 21 Workshop and the remaining employees are attending the November 16 Workshop)
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Bridges Out of Poverty
Name of Sponsor	United Way
Address	United Way of Summit and Medina's office, 37 N. High St.
City	Akron
State	Ohio

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	\$25 per person (PO being submitted)	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 26 x 9 staff = 234 miles \$ Amount: \$153.27 (If no fleet cars are available)		
Total Cost of Expenses: \$378.27 (If no SCPH fleet cars are available)			

MULTIPLE MEETINGS

TRAVEL OVERVIEW

Employee Name(s)	Sam Rubens, Julie Brown, Nicole Bradley, Lee Ann Hinkle, Dawn Meyers, Tyson Cramer, Yanwei Li, Laura Miracle, Sean Vadas, Kelly Kanoza, Connor Moroney, Mingxian Ma, Tonia Burford, Ousman Leigh, Aaron Moore, Ryan Sturgeon, Brianna Olexa, Brian Cameron
Employee Number(s)	2211, 2190, 2159, 2198, 2205, 3275, 4385, 2206, 2216, 2221, 4259, 4301, 2191, 4412, 4049, 4438, 4050
Date Attending	01/01/2023
Date Returning	12/31/2023
Multiple Meetings?	Yes/No: Yes Total # of Meetings: travel throughout year
Grant or General Fund?	Grant

Name of Conference	Regional travel across the Air Quality regulatory region of Summit, Portage and Medina counties for the calendar year
Name of Sponsor	Summit County Public Health
Address	various addresses across Summit, Portage and Medina counties
City	Various Cities
State	Ohio

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total\$ amount for day: NA
Parking &/or Tolls	\$100.00		
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 1,800 if no air car avail. \$ Amount: \$1,179.00		
Total Cost of Expenses: \$1,279.00			

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SCHEDULE C - CONTRACTS

A. Environmental Health

- 1. Adopt Contract No. 141381 authorizing an amended agreement between the Ohio Environmental Protection Agency and Summit County Combined General Health District to increase the contract dollar amount of the Akron Regional Air Quality Management District Services Agreement (pending Prosecutor approval for the period of October 1, 2021 to September 31, 2023 in an amount not to exceed \$2,801,553.00 payable to SCCGHD.)**
- 2. Adopt Contract No. 141393 authorizing an agreement between City of Barberton and Summit County Combined General Health District to coordinate lead hazard abatement work in homes in Barberton (pending Prosecutor approval for the period of October 1, 2023 to December 31, 2024 in an amount not to exceed \$130,000.00 payable to SCCGHD.)**

B. Office of the Health Commissioner

- 1. Adopt Contract No. 141395 authorizing an agreement between MPG Architects and the Summit County Combined General Health District for Architecture, Engineering, and Design services for the purposes of parking lot pavement, constructing a shelter, and additional lanes for the drive-up testing/vaccination clinics at SCPH Fairway Center (pending Prosecutor approval for the period June 12, 2023 through June 11, 2025 in an amount not to exceed \$100,000.00 payable to MPG Architects.)**

C. Operations and General Supportive Services

- 1. Renew Contract No. 141113 authorizing an agreement between Akron Children's Hospital and the Summit County Combined General Health District for EPIC electronic health record system implementation and support (pending Prosecutor approval for the period June 10, 2023 through June 9, 2024 in an amount not to exceed \$96,523.46 payable to Akron Children's Hospital.)**

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SCHEDULE C - CONTRACTS

D. Family Health

- 1. Adopt Contract No. 141382 authorizing an amended agreement between Smile Minded Smartworks, LLC and Summit County Combined General Health District to increase the contract dollar amount of the OHIZ External Facilitator Agreement (pending Prosecutor approval for the period of October 1, 2022, to November 1, 2023, in an amount not to exceed \$80,000.00 payable to Smile Minded Smartworks, LLC.)**
- 2. Adopt Contract No. 141388 authorizing an agreement between the Ohio State University and Summit County Combined General Health District (SCCGHD) for the purpose of establishing an Alzheimer's Disease and Related Dementias (ADRD) Caregiver Resource center and recommending and developing cognitive screening and assessment tools and ADRD curriculum, (pending Prosecutor approval for the period of February 1, 2023 through December 31, 2023, in an amount not to exceed \$73,623.00 payable to SCCGHD.)**
- 3. Adopt Contract No. 141390 authorizing an amended agreement between United Way of Summit and Medina and Summit County Combined General Health District and to increase the contract dollar amount of the expansion of the Homeless Hotline agreement (pending Prosecutor approval for the period of October 17, 2022 to September 30, 2023 in an amount not to exceed \$72,000.00 payable to United Way of Summit and Medina.)**
- 4. Adopt Contract No. 141392 authorizing an amended agreement between Gus Johnson Community Foundation Inc. and Summit County Combined General Health District to increase the contract dollar amount of the Healthy Moms and Babies Agreement (pending Prosecutor approval for the period of July 1, 2022 to June 30, 2024 in an amount not to exceed \$85,000.00 payable to Gus Johnson Community Foundation Inc.)**

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SCHEDULE D - FINANCE



SUMMIT COUNTY PUBLIC HEALTH

Cash Statement
As of May 2023

Cash Receipts	General Fund	Special Revenue	Total
Environmental Health Fees	\$1,370,810	\$3,500	\$1,374,310
Federal Funds Reimbursement	\$3,125	\$3,330,640	\$3,333,765
Local Contracts (Including Akron)	\$1,388,006	\$110,134	\$1,498,140
Local Taxation	\$1,615,338	\$0	\$1,615,338
Miscellaneous Receipts	\$183,519	\$0	\$183,273
Personal Health Services	\$198,836	\$3,440	\$201,428
Rental of Property	\$39,677	\$0	\$39,677
State Fees	\$368,728	\$0	\$368,728
State Subsidy	\$312,095	\$0	\$312,095
Vital Statistics	\$190,112	\$0	\$190,112
Total Cash Receipts	\$5,670,246	\$3,447,715	\$9,117,960
Cash Disbursements	General Fund	Special Revenue	Total
Salaries	\$2,235,840	\$2,182,097	\$4,417,937
PERS/Workers Comp/Medicare	\$337,066	\$335,165	\$672,230
Health Benefits	\$403,486	\$375,164	\$778,650
Travel	\$29,592	\$70,220	\$99,811
Supplies	\$160,908	\$336,225	\$497,133
Contracts Services/Repairs	\$580,815	\$1,702,667	\$2,283,481
Building Rental	\$12,675	\$45,633	\$58,308
Advertising and Printing	\$8,876	\$70,518	\$79,394
Other Expenses	\$10,030	\$32,262	\$42,292
Equipment	\$81,656	\$285,208	\$366,864
Remittance to State	\$341,875	\$0	\$341,875
Total Cash Disbursements	\$4,202,818	\$5,435,158	\$9,637,976
Receipts Less Disbursements	\$1,467,428	(\$1,987,443)	(\$520,015)
Reserve for Encumbrances	\$17,243,413	\$4,113,430	\$21,356,843
FUND BALANCE	\$18,710,841	\$2,125,987	\$20,836,828



Summit County Public Health

General Fund Executive Summary

May 2023 Financial Report

	<u>2022 YTD</u> <u>Actual</u>	<u>2023 YTD</u> <u>Actual</u>	<u>2022 vs 2023</u> <u>YTD Variance</u>
CASH RECEIPTS			
Local Contracts (Including Akron)	1,390,783	1,388,006	(2,777)
Federal Funds Reimbursement	10,254	3,125	(7,129)
Local Taxation	1,615,338	1,615,338	0
Personal Health Services	196,655	198,836	2,182
State Subsidy	786,152	312,095	(474,056)
Vital Statistics	236,983	190,112	(46,871)
Environmental Health Fees	1,294,230	1,370,810	76,580
Miscellaneous Receipts	85,402	183,519	98,118
Rental of Property	44,100	39,677	(4,423)
State Fees	468,273	368,728	(99,545)
TOTAL CASH RECEIPTS	6,128,169	5,670,246	(457,923)
CASH DISBURSEMENTS			
Other Expenses	4,530	10,030	5,500
Remittance to State	517,550	341,875	(175,674)
Supplies	124,332	160,908	36,576
PERS/Workers Comp/Medicare	319,537	337,066	17,529
Building Rental	10,596	12,675	2,079
Salaries	2,148,952	2,235,840	86,888
Travel	25,104	29,592	4,487
Advertising and Printing	14,996	8,876	(6,120)
Contracts Services/Repairs	710,932	580,815	(130,117)
Equipment	152,025	81,656	(70,369)
Health Benefits	394,343	403,486	9,143
TOTAL CASH DISBURSEMENTS	4,422,897	4,202,818	(220,078)
Receipts Less Disbursements	1,705,272	1,467,428	(237,844)
Transfers/Advances-In	0	0	0
Transfers/Advances-Out	0	0	0
Reserve for Encumbrances	14,317,177	17,243,413	2,926,236
FUND BALANCE	16,022,449	18,710,841	2,688,392