

**Summit County Combined General Health District
Board of Health Meeting
Thursday, March 10, 2022 – 5 p.m.
Summit Auditorium – Building A**



MINUTES

Public Conference: 330 926 5796; ID#74883

- A. Welcome of Persons Present – Sandy Waino, Public Health Nurse**
- B. Call to Order – Dr. DePompei called the meeting to order at 5:03 p.m.**
- C. Board Member Roll Call:**

Patricia Billow	<i>01/01/2022 -12/31/2025</i>	<i>Present</i>
Dr. James Boex	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Todd Burdette	<i>03/21/2022-03/20/2027</i>	<i>Absent</i>
Dr. Kimberly Cook	<i>04/01/2021-03/31/2025</i>	<i>Present</i>
Dominic Cugini	<i>04/01/2019-03/31/2023</i>	<i>Present</i>
Lynn Clark	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Dr. Roberta DePompei	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Dr. Kristine Gill	<i>01/01/2022-12/31/2025</i>	<i>Present</i>
Mary Jo Goss	<i>01/01/2019-12/31/2022</i>	<i>Absent</i>
Dan Karant	<i>01/01/2021-12/31/2025</i>	<i>Present</i>
Dr. Gayleen Kolazcewski	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Michelle Krysinski	<i>06/10/2021-12/31/2024</i>	<i>Resigned 03/10/2022</i>
Dr. Aleksandra Mamonis	<i>01/01/2020-12/31/2023</i>	<i>Arrived After Roll Call</i>
Jeffrey Snell	<i>04/01/2022-03/31/2026</i>	<i>Arrived After Roll Call</i>
Marco Sommerville	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Karen Talbott	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Sheila Williams	<i>01/01/2022-12/31/2025</i>	<i>Present</i>

Others present: Donna Skoda, Tonia Burford, Angela Burgess, Clay Knapp, Joanne Emery, Eddie Mink, Brenda Pickle, Dr. Erika Sobolewski, Shaleeta Smith, Irv Sugerman and Sandy Waino.

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D. Approval of the Minutes of the Regular Board Meeting

Motion by Mr. Karant, seconded by Ms. Clark to approve the Board of Health meeting minutes from February 10, 2022.

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 Ms. Talbott, seconded by Ms. Williams, to adopt Resolution No. 011-22, 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

1. Board of Health Term Reappointments (January 1, 2022 through December 31, 2025):

Patricia Billow, City of Tallmadge

Dr. Kristine Gill, City of Cuyahoga Falls

Dan Karant, City of Norton

Sheila Williams, City of Twinsburg

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2. 102nd Annual Meeting of the District Advisory Council – Monday March 7, 2022.

- a) Appointment of Jeffrey Snell, General Health District – April 1, 2022 through March 31, 2026.
- b) Appointment of Todd Burdette, Licensing Council – March 21, 2022 through March 20, 2027.
- c) 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, Boston Township

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

- 2. **Mask Policy (See Enclosure.)** – *Donna Skoda reported a mask policy was in place by the Board of Health to mask in public buildings. The CDC has changed their guidance. You no longer need to wear a mask in a public building. Seventy percent of the United States no longer requires a mask in a public building. Ms. Skoda recommended SCPH conform to the CDC policy. There is very little tolerance in the world to continue masking. You can wear a mask by choice. We need to agree as a Board to rescind the order. Communication to staff and the County of Summit will be sent. Clinical Health will continue to mask. Staff may mask if they wish. Ms. Skoda will contact the County Executive and send communication to SCPH staff. The Board agreed to rescind the public building mask order.*
- 3. **2021 Annual Report (See Enclosure.)**
- 4. **Health Commissioner Evaluation (packets distributed.)** *Dr. DePompei advised evaluations need completed and forwarded by March 24, 2022. The following members will serve as the Health Commissioner Ad Hoc Evaluation Committee: Karen Talbott, Chairman, Dr. James Boex, Dominic Cugini, Dr. Roberta DePompei and Sheila Williams. Brenda Pickle will forward sealed evaluations to Jeffrey Snell for summarization. Mr. Snell will forward the evaluation summary to Karen Talbott to share with the committee.*

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5. **Board of Health Continuing Education Videos** – *videos posted to the Board of Health website for viewing and 2021 CEU credit; two hours of continuing education required by each member per calendar year. Please complete and forward Continuing Education Presentation Record form to bpickle@scph.org.*
6. **The Environmental Health Committee will meet immediately after the April 14, 2022 Board Meeting.**
7. **The Finance & Personnel Committee will meet immediately after the May 12, 2022 Board Meeting.**

Fiscal Report

- a) **Motion by Dr. DePompei, seconded by Ms. Talbott to support the 2023 General Revenue Budget (See Enclosure.)**

Approved by voice vote.

Mr. Snell asked for a review of changes. Mr. Knapp, Ms. Skoda and Ms. Burgess provided explanations.

- b) **2023 Budget** – **The Budget Commission has scheduled the 2023 Health District Budget Hearing for Thursday, April 21, 2022 at 8:30 a.m. Board members are invited to attend. The meeting will be virtual. Meeting link will be emailed to all board members closer to the date.**
- c) **Motion by Dr. DePompei, seconded by Ms. Billows to adopt Resolution No. 012-22, entitled "Resolution Authorizing Paid Calamity Days" (See Enclosure.)**

Approved by voice vote.

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

8. Policy and Legislation – No Report

I. Environmental Report – No Report.

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J. Clinical Health/Medical Director's Report

- 1. Communicable Disease Report** *(See Enclosure.)*
- 2. Influenza Surveillance Report** *(See Enclosure.)*
- 3. COVID-19 Report** *(See Enclosure.)* – Dr. Sobolewski advised Summit County is in the green community level which is low. CDC has changed to a community level of red, yellow and green. Positive cases have been dropping down the last week and a half. In January, we had 18,407 cases; in February only 1,561 cases. Omicron is still the dominant variant. Summit County has no traces of the BA.2 or stealth Omicron variant in our County. We are continuing vaccination efforts. We are working on power weeks in April, May and June; going out in the community trying to hit those at risk populations that haven't been vaccinated or boosted. We are also polling the nursing homes to see if they would like us to help with their booster efforts. Ms. Clark questioned an after action plan. Dr. Sobolewski advised SCPH has been working on that. What we did well; what we didn't do well; what we need to be more prepared in the future. Ms. Skoda advised the B-Team is a state group that makes recommendations to the Ohio Department of Health. Ms. Skoda co-chairs. We are trying to get the State of Ohio to agree to an after action with the state. We need to point out some of the technological difficulties. We're also pushing at the county level through emergency management for a county-wide after action. Christopher Barker is working on an after action report for SCPH.

K. Miscellaneous Business – Ms. Williams complimented the District Advisory Council Meeting held March 7, 2022.

- 1. Motion by Ms. Clark, seconded by Mr. Karant, to adjourn into Executive Session at 5:32 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).**

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Roll Call Vote:

Patricia Billow (Aye), Dr. Kimberly Cook (Aye); Lynn Clark (Aye), Dominic Cugini (Aye), Dr. Roberta DePompei (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville (Aye), Karen Talbott (Aye), and Sheila Williams (Aye).

Motion carried.

Motion by Ms. Snell, seconded by Dr. Boex, to reconvene from Executive Session at 6:08 p.m.

Roll Call Vote:

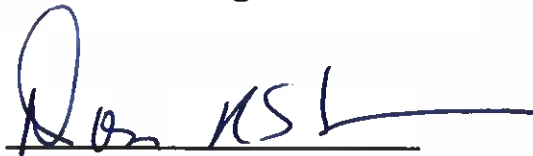
Patricia Billow (Aye), Dr. Kimberly Cook (Aye); Lynn Clark (Aye), Dominic Cugini (Aye), Dr. Roberta DePompei (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville (Aye), Karen Talbott (Aye), and Sheila Williams (Aye).

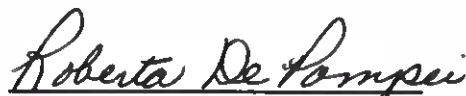
Motion carried.

Motion by Mr. Snell, seconded by Mr. Karant to eliminate Board of Health mileage reimbursement effective immediately and remove the clause from the Board of Health Bylaws.

Motion carried.

L. The meeting of the Board of Health adjourned at 6:10 p.m.


Secretary


President

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SCHEDULE A – PERSONNEL

- 1. Approve the appointment of Rudra Dhungana, Environmental Health Specialist in Training, full-time, \$26.82 per hour, effective March 28, 2022** *(Rudra graduated from The Ohio State University with a degree in Environmental Public Health and will be working in the food safety program.)*
- 2. Approve the appointment of David McCartney, Program Coordinator, full-time, \$31.77 per hour, effective March 28, 2022** *(David graduated from University of Akron with a Master's degree in Public Health and will work in Epidemiology.)*
- 3. Approve the appointment of Stephanie Roy, Program Coordinator, full-time, \$31.77 per hour, effective March 28, 2022** *(Stephanie graduated from Kent State University with a Master's degree in Public Health and will work in the Health Equity Program.)*
- 4. Approve the retirement of Debbie Wallen, Registered Environmental Health Specialist, effective July 29, 2022** *(Debbie joined SCPH in 2011 as part of the Akron consolidation and has worked in mosquito control, nuisance, food safety, and air quality. She has a total of 20 years in public health.)*
- 5. Approve the resignation of Joseph Kollar, Registered Environmental Health Specialist, effective March 4, 2022** *(Joseph has been with SCPH since January of 2019 and most recently worked in the food safety and recreation programs.)*
- 6. Approve the resignation of Zachary Songer, Air Quality Engineer, effective March 11, 2022** *(Zach joined SCPH in October 2019. He has a total of 2.5 years in public health.)*
- 7. Approve the resignation of Elizabeth Foster, Epidemiology Manager, effective March 4, 2022** *(Elizabeth joined SCPH in April of 2013.)*

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SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL

MARCH TRAINING AND TRAVEL REPORT 2022

TRAVEL OVERVIEW

Employee Name(s)	Tonia Burford, Sue Cummings
Employee Number(s)	2091, 3234
Date Attending	03/23/2022
Date Returning	03/23/2022
Multiple Meetings?	Yes/No: no Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Clarke Pesticide Workshop
Name of Sponsor	Clarke
Address	6001 Rockside Rd
City	Independence
State	Ohio

COST(S)

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	0	Total Cost of Meals	0
Mileage \$.5/mile	Miles traveled: \$ Amount: \$0.00		
Total Cost of Expenses: \$0.00			

MULTIPLE MEETINGS

TRAVEL OVERVIEW

Employee Name(s)	Julie Brown
Employee Number(s)	2190
Date Attending	03/11/2022
Date Returning	03/25/2022
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 3 (3/11, 3/18, 3/25)
Grant or General Fund?	General Fund

Name of Conference	2022 Annual C&DD Operators Training Event (Virtual)
Name of Sponsor	Seneca Engineering, LLC
Address	585 White Pond Drive, Suite E
City	Akron
State	OH

COST(S)

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$25.00	Total Cost of Meals	Total \$ amount for day::
Mileage \$.585/mile	Miles traveled:		
	\$ Amount:		
Total Cost of Expenses: \$25.00			

TRAVEL OVERVIEW

Employee Name(s)	Chris Barker (1115), Jen Smith (2150), Justin Fry (4378), Colin Nolte (4379)
Employee Number(s)	1115, 2150, 4378, 4379
Date Attending	07/11/2022
Date Returning	07/15/2022
Multiple Meetings?	Yes/No: Yes Total # of Meetings: Multiple / Day
Grant or General Fund?	Grant

Name of Conference	National Homeland Security Conference
Name of Sponsor	National Homeland Security Association
Address	300 Lakeside Ave E (Huntington Convention Center)
City	Cleveland
State	Ohio

COST(S)

Airfare & Luggage	0	Lodging	0
Shuttle/Rideshare	0	Meals	Date: # of meals: Total \$ amount for day:
Parking &/or Tolls	\$300 - Parking (two vehicles) Jen to drive separately from residence / Chris, Colin, and Justin together from Work		
Registration	\$675 / Attendee x4 = \$2,700.00	Total Cost of Meals	0
Mileage \$.585/mile	Miles traveled: 325 \$ Amount: \$200		
Total Cost of Expenses: \$3,200.00			

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SCHEDULE C - CONTRACTS

A. Office of the Health Commissioner

- 1. Adopt Contract No. 141113 authorizing an amended 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, 2021 through June 9, 2023 in an amount not to exceed \$350,000.00 payable to Akron Children's Hospital; fourth amendment includes a provision for MyChart help desk support. No change to the not to exceed amount or term.)*
- 2. Adopt Contract No. 141111 authorizing a Lease Agreement between Rosanne M. DiLauro, M.D., LLC and the Summit County Combined General Health District for space at 739 Graham Road, Cuyahoga Falls** *(pending Prosecutor approval for the period March 31, 2022 through March 31, 2027 in an amount not to exceed \$236,313.00 payable to Rosanne M. DiLauro, M.D., LLC.)*

B. Operations and General Support Services

- 1. Adopt Contract No. 141110 authorizing an amended agreement between Knox Marketing, Inc. and Summit County Combined General Health District for marketing services** *(pending Prosecutor approval for the period February 17, 2020 through September 30, 2022 in an amount not to exceed \$1,150,000.00 payable to Knox Marketing, Inc.)*

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SCHEDULE D - FINANCE



SUMMIT COUNTY PUBLIC HEALTH

Cash Statement
As of February 2022

<u>Cash Receipts</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Environmental Health Fees	\$558,712	\$4,438	\$563,150
Vital Statistics	\$100,746	\$0	\$100,746
Personal Health Services	\$58,927	\$2,513	\$61,440
Miscellaneous Receipts	\$24,490	\$20	\$24,510
Federal Funds Reimbursement	\$10,254	\$2,242,638	\$2,252,892
Local Contracts (Including Akron)	\$696,519	\$26,874	\$723,393
State Fees	\$200,353	\$0	\$200,353
Rental of Property	\$17,515	\$0	\$17,515
TOTAL CASH RECEIPTS	\$1,667,516	\$2,276,483	\$3,943,999
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Salaries	\$717,889	\$804,959	\$1,522,848
PERS/Workers Comp/Medicare	\$109,719	\$123,684	\$233,403
Health Benefits	\$135,942	\$147,452	\$283,394
Travel	\$10,868	\$1,319	\$12,187
Supplies	\$63,683	\$102,798	\$166,481
Contracts Services/Repairs	\$300,631	\$895,805	\$1,196,436
Building Rental	\$4,247	\$22,773	\$27,020
Advertising and Printing	\$2,782	\$7,393	\$10,175
Other Expenses	\$2,958	\$3,451	\$6,409
Equipment	\$80,064	\$65,059	\$145,123
Remittance to State	\$202,197	\$0	\$202,197
TOTAL CASH DISBURSEMENTS	\$1,630,980	\$2,174,693	\$3,805,673
RECEIPTS LESS DISBURSEMENTS	\$36,536	\$101,790	\$138,326
Transfers/Advances-In	\$0	(\$350,205)	(\$350,205)
Transfers/Advances-Out	\$0	\$350,205	\$350,205
Reserve for Encumbrances	\$14,317,177	\$5,180,549	\$19,497,726
FUND BALANCE	\$14,353,713	\$5,282,339	\$19,636,052



Summit County Public Health

General Fund Executive Summary

February 2022 Financial Report

	<u>2021 YTD</u> <u>Actual</u>	<u>2022 YTD</u> <u>Actual</u>	<u>2021 vs 2022</u> <u>YTD Variance</u>
Cash Receipts			
Environmental Health Fees	716,656	558,712	(157,944)
Vital Statistics	92,215	100,746	8,531
Personal Health Services	113,310	58,927	(54,383)
Miscellaneous Receipts	18,831	24,490	5,659
Federal Funds Reimbursement	0	10,254	10,254
Local Contracts (Including Akron)	602	696,519	695,917
State Fees	178,952	200,353	21,401
Rental of Property	17,458	17,515	57
TOTAL CASH RECEIPTS	1,138,024	1,667,516	529,492
Cash Disbursements			
Salaries	551,093	717,889	166,796
PERS/Workers Comp/Medicare	84,016	109,719	25,702
Health Benefits	109,191	135,942	26,751
Travel	15,721	10,868	(4,853)
Supplies	50,039	63,683	13,643
Contracts Services/Repairs	215,454	300,631	85,178
Building Rental	5,050	4,247	(803)
Advertising and Printing	3,232	2,782	(450)
Other Expenses	1,923	2,958	1,035
Equipment	24,211	80,064	55,853
Remittance to State	189,211	202,197	12,986
TOTAL CASH DISBURSEMENTS	1,249,141	1,630,980	381,838
RECEIPTS LESS DISBURSEMENTS	(111,117)	36,537	147,654
Transfers/Advances-In (Receipts)	0	0	0
Transfers/Advances-Out (Disbursements)	0	0	0
Reserve for Encumbrances	9,765,322	14,317,177	4,551,855
FUND BALANCE	9,654,205	14,353,714	4,699,510