

**Summit County Combined General Health District
Board of Health Meeting
Thursday, September 8, 2022 – 5 p.m.
Summit Auditorium – Building A**



MINUTES

Public Conference: 330 926 5796; ID#74883

A. Welcome of Persons Present –None

B. Call to Order – Mr. Cugini called the meeting to order at 5:01 p.m.

C. Board Member Roll Call:

Patricia Billow	<i>01/01/2022 -12/31/2025</i>	<i>In Person</i>
Dr. James Boex	<i>01/01/2019-12/31/2022</i>	<i>In Person</i>
Todd Burdette	<i>03/21/2022-03/20/2027</i>	<i>In Person</i>
Lynn Clark	<i>01/01/2019-12/31/2022</i>	<i>In Person</i>
Dr. Kimberly Cook	<i>04/01/2021-03/31/2025</i>	<i>In Person</i>
Dominic Cugini	<i>04/01/2019-03/31/2023</i>	<i>In Person</i>
Dr. Roberta DePompei	<i>01/01/2020-12/31/2023</i>	<i>Web Conference</i>
Barry Ganoë	<i>05/12/2022-03/31/2024</i>	<i>In Person</i>
Dr. Kristine Gill	<i>01/01/2022-12/31/2025</i>	<i>In Person</i>
Mary Jo Goss	<i>01/01/2019-12/31/2022</i>	<i>In Person</i>
Dan Karant	<i>01/01/2021-12/31/2025</i>	<i>Web Conference</i>
Dr. Gayleen Kolazcewski	<i>01/01/2020-12/31/2023</i>	<i>In Person</i>
Dr. Aleksandra Mamonis	<i>01/01/2020-12/31/2023</i>	<i>In Person After Roll Call</i>
Jeffrey Snell	<i>04/01/2022-03/31/2026</i>	<i>In Person</i>
Marco Sommerville	<i>01/01/2019-12/31/2022</i>	<i>In Person</i>
Karen Talbott	<i>01/01/2019-12/31/2022</i>	<i>In Person</i>
Dr. Kenneth Varian	<i>04/28/2022-12/31/2024</i>	<i>In Person</i>
Sheila Williams	<i>01/01/2022-12/31/2025</i>	<i>Absent</i>

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

D. Approval of the Minutes of the Regular Board Meeting

Motion by Ms. Talbott, seconded by Dr. Boex to approve the Board of Health meeting minutes from August 11, 2022.

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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. Snell, seconded by Ms. Clark to adopt Resolution No. 030-22, entitled "Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda".

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

Approved by voice vote.

Motion by Dr. Gill, seconded by Ms. Clark to give a resolution of appreciation to Sandy Waino, Public Health Nurse for 31 years of public health service.

Approved by voice vote.

H. Health Commissioner's Report

- 1. Overdose Awareness Day - Wednesday, August 31, 2022** - *Summit County declared Wednesday, August 31, 2022 as Overdose Awareness Day. There was a human chain across the Y Bridge. It was a well-attended event that brought awareness to an ever growing problem. September is Recovery Month in Summit County.*
- 2. Staff Picnic - Wednesday, August 24, 2022** - *Ms. Skoda reported the staff picnic was a lot of fun and staff advised they appreciated the picnic and liked the picnic better than the Holiday Party.*

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3. **Retreat Planning (Friday, October 7, 2022, Akron Zoo, 9 a.m. – 2 p.m.) – Dr. Kimberly Cook** – *Ms. Cook met with Toby Weber, Facilitator. Dan Karant and Dr. James Boex will be interviewed and possibly other Board members. Bylaws, Policies and Procedures will be discussed as well as Strategic Plan preparation.*
4. **Bylaws Update – Dan Karant** – *Mr. Karant thanked the Bylaws Committee members for their hard work the past six months. Revisions could not have been made without Dr. Boex and his expertise. Mr. Karant expressed his gratitude for Dr. Boex being on the Board and the Bylaws Committee. Bylaws and Policy and Procedures will be reviewed in depth at the October 7 Board of Health Retreat. Dr. Boex expressed his thankfulness for the hard work from the committee members.*
5. **The Environmental Health Committee will meet immediately after the October 13, 2022 Board Meeting.**
6. **The Finance & Personnel Committee will meet immediately after the November 10, 2022 Board Meeting.**
7. **Fiscal Report**
 - a) **COVID-19 Rolling Expense Report** (*See Enclosure.*)
 - b) *Ms. Skoda reported on two grants: CF23 and LV23. Basically, congregate living facilities (jails, Oriana House, community corrections.) We were advised we would apply for these grants on behalf of a partner identified at the state level which is Oriana House. The intent is to do COVID mitigation strategies in these facilities. \$1.2 million is the grant with \$110,000 to SCPH for administration. They will purchase scanners and equipment for COVID-19 mitigation so when someone comes into the facilities they don't have to touch them. This is happening all over the state. They are using disposable alcohol machines, cleaning and N95 masks.*
 - c) **County Accounting/ERP Software Update – Transition from Banner to Munis effective January 1, 2023** – *Mr. Knapp reported program codes, timekeeping, reports, HR/PeopleAdmin and payroll will look different. Awaiting answer if the budget appropriation for Board approval will happen in December.*
8. **Policy and Legislation – No Report.**

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I. Environmental Report -- No Report.

J. Clinical Health/Medical Director's Report

- 1. Motion by Ms. Talbott , seconded by Dr. Boex to amend Resolution No. 004-22 entitled, "Resolution Adopting a Clinical Fee Schedule for the year 2022 of the Summit County Combined General Health District and Declaring an Emergency" effective September 12, 2022. Dr. Sobolewski advised the monkeypox vaccine and testing was added to the fee schedule.**

Approved by voice vote.

Ms. Clark questioned if there is a good response to people getting the vaccine? Dr. Sobolewski advised we are limited. In part, it's by the number of cases in the county. We have a wait list. We have done two large vaccine clinics and reserved vaccine for high-risk contacts and healthcare contacts. Good so far.

2. Communicable Disease Report (See Enclosure.)

- 3. COVID-19 Report (See Enclosure.) – Mr. Cugini questioned if the virus is starting to weaken. Dr. Sobolewski advised because of mutations, COVID has been more transmittable but less dangerous and the hope the vaccines have helped with the severe complications and hospitalization rates. Which has brought out the bivalent booster. We've done two clinics. We did 300 yesterday and 386 today. That's the attempt to morphs into a flu-like vaccine that would change each year. It keeps part of the ancestral strain and also the circulating strain.**

4. Vector Borne Disease Report (See Enclosure.)

K. Miscellaneous Business

- 1. Motion by Mr. Ganoe, seconded by Mr. Burdette , to adjourn into Executive Session at 5:24 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**

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- 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).**

Roll Call Vote:

Patricia Billow (Aye), Dr. James Boex (Aye), Todd Burdette (Aye), Dr. Kimberly Cook (Aye); Lynn Clark (Aye), Dominic Cugini (Aye), Barry Ganoe (Aye), Dr. Kristine Gill (Aye), Mary Jo Goss (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville (Aye), Karen Talbott (Aye), and Dr. Kenneth Varian (Aye.)

Motion by Ms. Talbott, seconded by Dr. DePompei, to reconvene from Executive Session at 6:05 p.m.

Roll Call Vote:

Patricia Billow (Aye), Dr. James Boex (Aye), Todd Burdette (Aye), Dr. Kimberly Cook (Aye); Lynn Clark (Aye), Dominic Cugini (Aye), Barry Ganoe (Aye), Dr. Kristine Gill (Aye), Mary Jo Goss (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville (Aye), Karen Talbott (Aye), and Dr. Kenneth Varian (Aye.)

Approved by voice vote.

Motion by Ms. Talbott, seconded by Mr. Ganoe to extend the contract between Donna Skoda and the Summit County Combined General Health District Board of Health effective September 1, 2022 through November 1, 2024.

Approved by voice vote.

Motion by Ms. Clark, seconded by Dr. Boex to accept the voluntary resignation of Joseph Weisand, Environmental Health Specialist In-Training effective August 29, 2022.

Approved by voice vote.

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L. The meeting of the Board of health adjourned at 6:07 p.m.


Secretary


President

**The next meeting of the Board of Health is scheduled Thursday, October 13, 2022
at 5:00 p.m. - Building A Summit Auditorium**

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SCHEDULE A – PERSONNEL

- 1. Approve the appointment of Nathaniel Kelly, Help Desk Technician, full-time, \$20.50 per hour effective September 12, 2022** *(Nathaniel previously served in the Ohio National Guard and holds multiple industry certifications in Information Technology. Nathaniel will be working in the IT Department.)*
- 2. Approve the appointment of Maggie Urban-Waala, Project Specialist, full-time, \$26.82 per hour effective September 26, 2022** *(Maggie will be working in Family Health with the department of labor project focusing on increasing business/workforce awareness around naloxone and providing resources.)*
- 3. Approve the appointment of Alayna Harstine, Dietitian, full-time, \$26.82 per hour, effective September 26, 2022** *(Alayna is a graduate of the University of Akron and will be working within the Division of Family Health in the WIC program.)*
- 4. Approve the change of status for Joan Hall, Epidemiology Coordinator, full-time, to Epidemiology Coordinator, part-time, with no change in pay effective August 29, 2022** *(Joan has been employed since July, 2016.)*
- 5. Approve the change of status of Shawn Miller, Seasonal Mosquito, part-time, \$13.50 per hour, to Environmental Health Specialist in Training, full time, \$26.82 per hour effective August 29, 2022** *(Shawn has worked in the Mosquito program for the past two seasons and is a recent graduate of Kent State University. Shawn will work in the Water Quality programs.)*
- 6. Approve the change of status of Nevin Nettey, Environmental Health Specialist-In Training, full-time, \$28.45 per hour to Environmental Health Specialist, full-time, with no change in pay effective September 12, 2022** *(Nevin works in the Food Safety & Recreation programs and recently met the requirements to advance to a Registered Environmental Health Specialist in the state of Ohio.)*
- 7. Approve the termination of Amy Hernandez, Medical Assistant, effective August 10, 2022** *(Amy joined SCPH in April of 2022 and worked in the Clinic. Separation of employment was during the probationary period.)*

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SCHEDULE A - PERSONNEL

8. **Approve the resignation of Isaiah Fipps, Environmental Health Specialist in Training, effective August 26, 2022** *(Isaiah joined SCPH in May of 2022 and worked in the Healthy Homes programs.)*
9. **Approve the resignation of Evan Kern, IT Intern, part time, effective August 22, 2022** *(Evan joined SCPH in February of 2022 and worked in the IT department.)*
10. **Approve the resignation of Anna Hall, Public Health Aide, effective August 24, 2022** *(Anna joined SCPH in June of 2010 and worked in the WIC program.)*
11. **Approve the resignation of Josh Herold, Registered Environmental Health Specialist, effective September 2, 2022** *(Josh joined SCPH in May of 2019 and worked in the Mosquito and Water Quality programs.)*
12. **Approve the retirement of Sandra Waino, Public Health Nurse, effective October 31, 2022** *(Sandra joined SCPH in September of 1991 and will be retiring after 31 years in public health.)*

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SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL

SEPTEMBER TRAINING AND TRAVEL REPORT 2022

TRAVEL OVERVIEW

Employee Name(s)	Donna Skoda, Erica Sobolewski, Tonia Burford, Joanne Emery
Employee Number(s)	1087
Date Attending	09/14/2022
Date Returning	09/16/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	AOHC Fall Conference
Name of Sponsor	Association of Ohio Health Commissioners
Address	110 A Northwoods Blvd
City	Columbus
State	Ohio

COST(S)

Airfare & Luggage	\$0	Lodging	\$800.00
Shuttle/Rideshare	\$0	Meals	Date: 9/14/22, 9/15/22, 9/16/22, # of meals: 2, 2, 1, Total \$ amount for day: \$84.00, \$84.00, and \$48.00
Parking &/or Tolls	\$0		
Registration	\$400.00	Total Cost of Meals	\$216.00
Mileage \$.625/mile	Miles traveled: 513 \$ Amount: \$300.00		
Total Cost of Expenses: \$1,716.00			

TRAVEL OVERVIEW

Employee Name(s)	Eric Flint
Employee Number(s)	4384
Date Attending	09/16/2022
Date Returning	09/16/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Ohio Public Employer Labor Relations Association (OHPELRA) Human Resource Conference - Better Together
Name of Sponsor	OHPELRA
Address	951 Liberty Drive
City	Lancaster
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: # of meals: Total \$ amount for day:
Parking &/or Tolls	\$0		
Registration	\$175.00	Total Cost of Meals	\$0
Mileage \$.625/mile	Miles traveled: 304 \$ Amount: \$190.00		
Total Cost of Expenses: \$365.00			

TRAVEL OVERVIEW

Employee Name(s)	Christine Bradley, Sara Cochrane, Tory Coyle, Craig Davis, Brianna Elston, Erika Fickey, Julie Hansel, Andrew Harris, Sanimma Ouedraogo, Matthew Schutte, Steven Smith, Eric Wyant, Nicholas Sams
Employee Number(s)	2159, 2192, 4044, 4257, 4090, 4332, 4204, 2237, 2135, 4351, 4256, 4341, 4258, 4292
Date Attending	10/11/2022
Date Returning	10/12/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Northeast District Ohio Environmental Health Association (OEHA)
Name of Sponsor	OEHA
Address	8971 Wilcox Dr
City	Twinsburg
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date:
Parking &/or Tolls	\$0		# of meals:
Registration	\$1,570.00	Total Cost of Meals	\$0
Mileage \$.625/mile	Miles traveled: \$ Amount:		
Total Cost of Expenses: \$1,570.00			

TRAVEL OVERVIEW

Employee Name(s)	Anya Parr, Janice Hunter, Tasha Wilson
Employee Number(s)	4377; 3249; 4296
Date Attending	09/20/2022
Date Returning	09/22/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Nurse Family Partnership (NFP) Symposium
Name of Sponsor	ODH - NFP
Address	Virtual
City	
State	

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: # of meals: Total \$ amount for day: 0,0,0,,
Parking &/or Tolls	\$0		
Registration	\$660.00	Total Cost of Meals	0
Mileage \$.625/mile	Miles traveled: 0 \$ Amount: \$0		
Total Cost of Expenses: \$660.00			

TRAVEL OVERVIEW

Employee Name(s)	Donna Barrett
Employee Number(s)	4071
Date Attending	09/12/2022
Date Returning	09/12/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Leadership Development Across the Lifespan
Name of Sponsor	The Ohio Association of County Boards of DD
Address	1375 N Cassidy Ave
City	Columbus
State	Ohio 44219

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date:
Parking &/or Tolls	\$20.00		# of meals:
Registration	\$0	Total Cost of Meals	Total \$ amount for day:
Mileage \$.625/mile	Miles traveled: 250 \$ Amount: \$156.25		
Total Cost of Expenses: \$176.25			

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SCHEDULE C - CONTRACTS

A. Family Health

- 1. Adopt Contract No. 141243 amending an agreement between Direction Home Akron Canton Area Agency on Aging and Disabilities and Summit County Combined General Health District to provide direct services to persons with Alzheimer's and Related Dementias** (*pending prosecutor approval for the period of December 1, 2020-through September 29, 2023, in an amount not to exceed, \$65,000.00 payable to Direction Home Akron Canton Area Agency on Aging and Disabilities.*)
- 2. Adopt Contract No. 141244 authorizing an amended agreement between Alzheimer's Association and Summit County Combined General Health District to provide direct services for client with Alzheimer's disease or related dementia** (*pending Prosecutor approval for the period of June 1, 2022 through September 29, 2023, in an amount not to exceed \$60,000.00 payable to the Alzheimer's Association.*)
- 3. Adopt Contract No. 141245 authorizing an agreement between Summit County Department of Jobs and Family Services and Summit County Combined General Health District (SCCGHD) to provide pregnancy and health-related services and programs to women and children in Summit County** (*pending Prosecutor approval for the period October 1, 2022 through September 30, 2023 in an amount not to exceed \$120,000.00 payable to SCCGHD.*)
- 4. Adopt Contract No. 141252 authorizing an agreement between United Way Summit & Medina County and Summit County Combined General Health District for the use of Day 1 Family Funds to support additional costs associated with the Healthy Beginning at Home Project** (*pending Prosecutor approval not to exceed \$155,940.00 from September 1, 2022 to September 30, 2025 payable to United Way of Summit and Medina County.*)

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SCHEDULE D - FINANCE



SUMMIT COUNTY PUBLIC HEALTH

Cash Statement
As of August 2022

<u>Cash Receipts</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Local Taxation	\$3,230,675	\$0	\$3,230,675
State Subsidy	\$786,152	\$0	\$786,152
Environmental Health Fees	\$1,650,237	\$155,694	\$1,805,931
Vital Statistics	\$367,577	\$0	\$367,577
Personal Health Services	\$327,734	\$7,328	\$335,062
Miscellaneous Receipts	\$98,821	\$11,020	\$109,841
Federal Funds Reimbursement	\$18,953	\$7,590,768	\$7,609,721
Local Contracts (Including Akron)	\$2,758,781	\$223,837	\$2,982,618
State Fees	\$676,741	\$0	\$676,741
Rental of Property	\$67,176	\$0	\$67,176
TOTAL CASH RECEIPTS	\$9,982,847	\$7,988,647	\$17,971,494
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Salaries	\$3,396,067	\$3,055,140	\$6,451,207
PERS/Workers Comp/Medicare	\$506,509	\$469,325	\$975,834
Health Benefits	\$616,670	\$546,862	\$1,163,532
Travel	\$41,662	\$29,419	\$71,081
Supplies	\$235,818	\$554,844	\$790,662
Contracts Services/Repairs	\$973,392	\$2,429,512	\$3,402,904
Building Rental	\$16,951	\$115,501	\$132,452
Advertising and Printing	\$16,820	\$132,680	\$149,500
Other Expenses	\$99,759	\$525,650	\$625,409
Equipment	\$186,342	\$269,312	\$455,654
Remittance to State	\$532,963	\$0	\$532,963
TOTAL CASH DISBURSEMENTS	\$6,622,953	\$8,128,245	\$14,751,198
RECEIPTS LESS DISBURSEMENTS	\$3,359,894	(\$139,598)	\$3,220,296
Transfers/Advances-In	\$0	(\$383,947)	(\$383,947)
Transfers/Advances-Out	\$0	\$383,947	\$383,947
Reserve for Encumbrances	\$14,317,177	\$5,838,948	\$20,156,125
FUND BALANCE	\$17,677,071	\$5,699,350	\$23,376,421



Summit County Public Health

General Fund Executive Summary

August 2022 Financial Report

	<u>2021 YTD</u>	<u>2022 YTD</u>	<u>2021 vs 2022</u>
	<u>Actual</u>	<u>Actual</u>	<u>YTD Variance</u>
<u>Cash Receipts</u>			
Local Taxation	1,615,338	3,230,675	1,615,338
State Subsidy	204,339	786,152	581,812
Environmental Health Fees	1,996,630	1,650,237	(346,393)
Vital Statistics	382,790	367,577	(15,212)
Personal Health Services	390,234	327,734	(62,500)
Miscellaneous Receipts	578,244	98,821	(479,423)
Federal Funds Reimbursement	9,404	18,953	9,549
Local Contracts (Including Akron)	2,745,114	2,758,781	13,667
State Fees	699,629	676,741	(22,888)
Rental of Property	70,329	67,176	(3,153)
TOTAL CASH RECEIPTS	8,692,050	9,982,847	1,290,797
<u>Cash Disbursements</u>			
Salaries	2,468,936	3,396,067	927,131
PERS/Workers Comp/Medicare	370,534	506,509	135,975
Health Benefits	478,599	616,670	138,072
Travel	54,956	41,662	(13,294)
Supplies	288,475	235,818	(52,657)
Contracts Services/Repairs	972,204	973,392	1,188
Building Rental	20,201	16,951	(3,250)
Advertising and Printing	16,611	16,820	208
Other Expenses	11,788	99,759	87,972
Equipment	162,013	186,342	24,329
Remittance to State	728,461	532,963	(195,498)
Nuisance Abatement Expense	1,540	0	(1,540)
TOTAL CASH DISBURSEMENTS	5,574,317	6,622,953	1,048,636
RECEIPTS LESS DISBURSEMENTS	3,117,734	3,359,894	242,160
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	12,883,056	17,677,072	4,794,016