

Portage County Combined General Health District
Board Meeting Minutes
August 17, 2021
6:00 PM



I. CALL THE MEETING TO ORDER

The Portage County Combined General Health District Board of Health met on Thursday, August 17, 2021, 705 Oakwood Street, Ravenna, Ohio 44266. The meeting was called to order at 6:01pm by Board President Howard.

Board Members in Attendance: Robert Howard, President
 Evelyn Cutlip, Vice President
 Lucy Ribelin, Member
 James Bierlair, Member
 Linda Grimm, Member
 Charles Delaney, Member

Board Members Absent: Amy Everett, Member
 Dr. Howard Minott, Member

Staff in Attendance: Joseph Diorio, Health Commissioner
 Sarah Meduri, Personnel Officer

Staff in Attendance Virtually: Mark Arredondo, Medical Director
 Rosemary Ferraro, Director of Nursing
 Mary Helen Smith, Director of Environmental Health
 Becky Lehman, Director of Health Education and
 Promotion, Accreditation Coordinator
 Amy Cooper, WIC Director
 Justin Rechichar, Environmental Supervisor
 Amos Sarfo, Environmental Supervisor

Advisory Council: Bruce Lange, Charlestown Township

Others: None

Media Present: None

II. APPROVAL OF MINUTES:

Board of Health Meeting: July 20, 2021 – Board Member Ribelin presented a motion to Accept the Board Meeting Minutes of the July 20, 2021, seconded by Board Member Cutlip. An “aye” vote was cast by all, motion carried.

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

III. PORTAGE COUNTY TOWNSHIP ASSOCIATION (Advisory Council)

Bruce Lange, Charlestown Township Trustee and Chairman of the District Advisory Council stated Charlestown Township is holding a special meeting to approve going after opioid lawsuit money. From what he understands, ninety five percent (95%) of all communities in the state of Ohio must be on board or the amount gets lessened. He is unsure of the amount at this time.

IV. ACTION ITEMS

A. Expenditure Ratifications

Invoice Batch No. 2798	\$ 43,575.88
Invoice Batch No. 2834	\$ 20,126.31
Invoice Batch No. 2836	\$ 13,733.75
Invoice Batch No. 2907	\$ 32,815.29
Invoice Batch No. 2994	\$ 833.25
Invoice Batch No. 2952	\$ 6,142.40
Invoice Batch No. 2998	\$ 17,732.34
Invoice Batch No. 2999	\$ 10,645.79
Invoice Batch No. 3094	\$ 5,651.09
Invoice Batch No. 3133	\$ 10,050.41
Total Invoice Batch	\$ 161,306.51

Board Member Bierlair presented a motion to accept the above Expenditures and Ratify these expenses, seconded by Board Member Delaney.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

B. Travel

Board Member Ribelin presented a motion to approve the travel as stated above, seconded by Board Member Cutlip.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

C. Resolution #21-89 Amendment to the 2021 Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified.

Board Member Ribelin presented a motion to Adopt Resolution #21-89 as stated above, seconded by Board Member Delaney.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

D. Resolution #21-90 A Journal Entry Reversal/Expense Corrections for Portage County Combined General Health District

Board Member Cutlip presented a motion to Adopt Resolution #21-90 as stated above, seconded by Board Member Bierlair.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

E. Resolution #21-91 The Portage County Combined General Health District to enter into contract with PAG's EXCAVATING, INC. for 2021 WPCLF Contract #202101.

F. Resolution #21-92 The Portage County Combined General Health District to enter into contract with PAG's EXCAVATING, INC. for 2021 WPCLF Contract #202102.

G. Resolution #21-93 The Portage County Combined General Health District to enter into contract with PAG's EXCAVATING, INC. for 2021 WPCLF Contract #202103.

H. Resolution #21-95 The Portage County Combined General Health District to enter into contract with PAG's EXCAVATING, INC. for 2021 WPCLF Contract #202105.

Mr. Sarfo stated the Health District has incumbered approximately fifty percent (50%) of the 2021 WPCLF Program of the \$150,000 allocated to the Health District by OEPA for the improvement of household sewage treatment systems. The Health District is also applying for the 2022 grant for an additional \$150,000 to help low to moderate income homeowners.

Five WPCLF contracts were awarded to two contractors who submitted winning bids. The contracts include four septic replacements awarded to PAG's Excavating, Inc. and one septic system abandonment and connection to sanitary sewer awarded to Werab Enterprises LLC.

Board Member Cutlip presented a motion to Adopt Resolution #21-91, 21-92, 21-93 and 21-95 as stated above, seconded by Board Member Bierlair.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

I. Resolution #21-94 The Portage County Combined General Health District to enter into contract with Werab Enterprises, LLC for 2021 WPCLF Contract #202104.

Board Member Cutlip presented a motion to Adopt Resolution #21-94 as stated above, seconded by Board Member Ribelin.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

J. Resolution #21-96 Declaring a Public Health Nuisance at 3332 Mogadore Rd in Brimfield Township.

Ms. Smith stated that due to timeline of board packet information submitted to be included, Resolution 21-96 was put into the packet. Since the submission of the Resolution, the property was sold, and the Auditors website has updated the information regarding the sale of the property. Ms. Smith asked that Resolution 21-96 be tabled to look into the matter further.

A motion was made by Board Member Ribelin to table Resolution 21-96, seconded by Board Member Grimm. An "aye" vote was cast by all, Resolution 21-96 tabled.

K. Resolution #21-97 The Portage County Combined General Health District to enter into contract with Lamar Advertising to Advertise on Billboards for Storm Water Management Program.

Ms. Smith stated Ms. Plough works in the Stormwater Education Program. Part of the funding requires outreach education. The Health District was unable to solidify billboards in 2021 as they were already taken to advertise for job openings, but Ms. Plough wanted to get a head start on the campaign for 2022. The goal is to have three different seasonal campaigns targeting season specific education with examples including the use of salt safely in the winter and safe car washes in the spring and summer.

Board Member Bierlair presented a motion to Adopt Resolution #21-97 as stated above, seconded by Board Member Ribelin.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

L. Resolution #21-98 The Portage County Combined General Health District to enter into contract with TjohnE Productions THINKFAST Interactive Program.

Ms. Lehman stated the contract with TjohnE Productions for the THINKFAST Interactive Program is for the Safe Communities Program and Grant that Ms. Blasiman works in. The grant is funded by State Farm Insurance and provides education for high school students.

Board Member Ribelin presented a motion to Adopt Resolution #21-98 as stated above, seconded by Board Member Grimm.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

M. Resolution #21-99 Agreement between the Kent City Health Department and Portage County Combined General Health District for Coronavirus Response Supplemental Grant.

Ms. Lehman stated the Agreement with Kent City Health Department is an addendum to the Coronavirus Response Supplemental Grant for additional funding provided by the Ohio Department of Health.

Board Member Ribelin presented a motion to Adopt Resolution #21-99 as stated above, seconded by Board Member Cutlip.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Abstain

V. DISCUSSION REPORTS

A. Administration and Personnel:

Ms. Meduri updated the Board on the status of the available job postings. The Health District conducted second interviews for the Accreditation Coordinator position. Ms. Lehman plans to update the writing sample and work with Ms. Meduri to revise the job description in hopes to get more candidates. The Environmental Supervisor position will be posted this week. The Administrative Clerk position was posted, and candidates started applying. However, the Health District just learned of an additional funding opportunity through the Public Health Workforce Grant which would allow this position to go from part-time to full-time and assist the finance division as well.

The Health District applied for the Public Health Workforce Grant which is provided by CDC to the Ohio Department of Health and passed down to local health departments. The funding is for public health agencies to use to recruit, hire, and train personnel to address Covid-19 response needs and build capacity to address public health priorities deriving from Covid-19. The funding is from September 1, 2021, through June 30, 2023. The funding can be used to provide emergency response and other essential public health services by hiring or contracting new personnel and providing training and professional development for existing and new personnel. Each of the 113 local health departments (LHD) will receive an allocation comprised of base funding plus a tiered, population-based allocation but 50% of the population-based funds must be allocated to hiring or contracting of new staff. Each LHD that acts as fiscal agent for another LHD will receive \$5,000 in administrative funds for the project period. PCHD is the fiscal agent for Kent City Health Department (KCHD). PCHD will receive an additional \$5,000 for fiscal agent support. PCHD will receive \$300,000 in grant funding and KCHD will receive \$180,000 in grant funding. Ms. Miley submitted the notice of intent to apply for funding to ODH. Ms. Meduri worked with Ms. Miley, Ms. Stall and Mr. Diorio to submit the survey that included the hiring projections and budgets related to these funds. The three positions identified to be created and use the Public Health Workforce Grant funding are full-time Administrative and Account Clerk, Data Informatician and part time Marketing, Website and Communications Specialist. Twenty percent (20%) of Ms. Meduri's salary will also be covered under the Public Health Workforce Grant. The Health District expects the Notice of Award (NOA) in early September.

B. Fiscal and Accounting:

Ms. Stall was absent for the August Board Meeting but did provide the Cash Basis Report and notes stating the Health District is fiscally looking very well.

C. Nursing:

Ms. Ferraro stated Ms. Scheufler, Portage County Health District's newest Public Health Nurse is doing very well. She is adapting to public health nursing and learning very quickly. Ms. Scheufler came from Summa Health and is enjoying the change to the public health setting.

The Nursing Division is ramping up with back-to-school clinics. They are offering Covid vaccine with immunizations and have reached out to all Portage County schools to try to promote and provide immunizations.

Ms. Ferraro stated that she applied for a grant to start a home visiting program. She commented that it is a great opportunity to begin a home visiting maternal, child health program. The grant is in the amount of seventy thousand dollars (\$70,000) from the Healthcomp Foundation.

D. Environmental:

The environmental staff are working hard in their regular programs. The wastewater team is incredibly busy meeting the needs of the contractors. Staff are reorganizing to cover for Ms. Cianciolo's upcoming maternity leave.

Mr. Rechichar and Mr. Bull applied for several grants concerning the National Retail Food Regulatory Program. This standard applies to industry and community outreach activities used by a retail food regulatory program to solicit a broad spectrum of input about a retail food regulatory program's previous, current, and future activity, communicate sound public health food safety principles, and foster and recognize community initiatives focused on the reduction of foodborne illness risk factors. Ms. Smith asked for participation from the Board Members to serve on the Advisory Board. Ms. Smith also asked Ms. Ferraro to assign a nurse for training on foodborne illness response. The meetings will aim to reduce outbreaks of foodborne illness and seek advice from the committee to implement recommendations. Ms. Cutlip volunteered to serve on the committee. Ms. Smith thanked Ms. Cutlip and stated any other Board Members interested are also encouraged to participate.

E. Health Education and Promotion & Accreditation:

Ms. Lehman commended Ms. Plough on her work creating a Covid-19 response timeline for the staff Appreciation Day that will also be used at the Randolph Fair. The timeline captures PCHD covid response activities over the last eighteen months.

Health Education and Promotion staff are very busy in preparation of the upcoming fair. They are eager to get outside and interact with the community.

Ms. Lehman submitted section 2 of the PHAB yearly report successfully. The focus will continue to be on performance management which the Health District has not been able to implement due to Covid-19 response efforts but did continue to use other tracking mechanisms.

F. Women, Infants and Children (WIC):

Ms. Cooper stated WIC participation has increased due to back-to-school preparation. Both WIC clinics participated in farmers markets and all vouchers have been distributed. Staff are looking forward to participating at the Randolph Fair alongside Health District staff for the first time. WIC will continue curbside services through November.

G. Health Commissioner:

Mr. Diorio updated the Board on Covid-19, stating the cases continue to trend upwards. The Health District never stopped with Covid-19 response efforts and receives positive cases and are required to complete contact tracing. PCG is still assisting the Health District with contact tracing. The seven-day average of Covid-19 cases is 28 cases per day which has significantly increased over the last four weeks from 19 cases per day. Last year at this time, Portage County was averaging only four cases per day. About fifty percent (50%) of the population is currently vaccinated. The number of individuals vaccinated continues to climb slightly with back to school. Only 30 percent (30%) of children 12-18 years old have been vaccinated. Mr. Diorio emphasized the importance of safety measures in schools and advocated for children to get vaccinated. The Health District staff meets with all Portage County school Superintendents every Wednesday to go over guidance and assist with best safety practices. Mr. Diorio commented that Dr. Arredondo has been instrumental with working with the schools regarding isolation and quarantine.

Mr. Howard was contacted by an Aurora resident John Kennedy, to encourage the Aurora school system to make broader use of masks and mandate them in the schools. He stated that Kent, Biomed and Maplewood have all modified their expectations of wearing masks in school and requested the Board of Health to consider and create a flyer that summarizes Covid-19 information. Mr. Howard referred to a two-page document Geauga County Health Department created and distributed and asked for something similar to be created. Mr. Diorio stated he has provided a twenty-page document with information from the Ohio Department of Health but will work with Ms. Lehman to reduce and simplify the information. Mr. Diorio further commented that he has recently completed a press release with updated information on August 2, 2021, and will schedule another press release to reflect updated data as well as recommendations for vaccinated and unvaccinated individuals. The information will also be sent out to the JIC and all schools. The Board was in agreement of the response efforts to be completed by the Health District.

Mr. Diorio updated the Board regarding current Senate Bills and House Bills. He stated Senate Bill 22 was passed several months ago. The Bill went to the Governor, and he vetoed it, but it was overridden. Senate Bill 22 took away the health order mandates.

House Bill 248 regarding vaccine choice and Anti-discrimination Act will have a limited hearing on August 24th, regarding Covid-19 vaccine choice and discrimination. AOHC is involved to represent local health departments views.

House Bill 269 was proposed which aims to repeal Senate Bill 22 with Health Orders. It is a new movement to remove or update Senate Bill 22. Senate Bill 209 is a new Bill regarding mask mandates.

Senate Bill 169 is proposed to prohibit mandatory vaccine and vaccine proof. FDA is seeking to move all three vaccines from emergency use to full FDA approval. Many hospitals, universities and private companies are looking to use the approval to mandate vaccine.

Mr. Howard stated that he read about twenty percent (20%) of ICUs in the country are approaching max capacity above ninety percent (90%) utilized. Mr. Delaney asked if the Health District has any information regarding breakthrough cases. Mr. Howard commented that there is no national collection of breakthrough data yet. Mr. Diorio confirmed it is very hard to gather that data. Vaccinated individuals would have to test positive and be hospitalized or die to test as a breakthrough case.

Ms. Ribelin asked Mr. Diorio for an update regarding the potential purchase of the building located at 999 East Main Street, Ravenna, Ohio. Mr. Diorio stated he spoke to the broker of the building and learned that there is a federal requirement for banks to market to other financial institutions for sixty days before posting for sale. He hopes to reconnect with the broker in early October to discuss the purchase of the building.

VI. OLD BUSINESS

N. Amended Resolution #21- 37A Declaring a Public Health Nuisance at 7146 Red Brush Road, Ravenna, Ohio 44266

Ms. Smith stated Resolution 20-37A was amended per guidance from Allison Manayan, Assistant Prosecuting Attorney for Portage County. Ms. Manayan asked for the Resolution to name both the husband and wife and the property address as the owners are currently living in Princeton, New Jersey, and travel out of the country regularly. The property is currently being used as a rental property.

Board Member Bierlair presented a motion to Adopt Resolution #21-37A as stated above, seconded by Board Member Cutlip.

*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Absent
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Delaney	Yes
Board Member Bierlair	Yes	Board Member Grimm	Yes

VII. NEW BUSINESS

- a. Permission to Post, Advertise and Hire one full-time Data Informatician
- b. Permission to Post, Advertise and Hire one part-time Website and Communications Specialist
- c. Permission to Post, Advertise and Hire one full-time Administrative and Account Clerk

Mr. Diorio stated all three positions are contingent on the Notice of Award for the Workforce Development Grant. The grant is an Ohio Department of Health grant with funding from CDC to ODH to local health districts. The Portage County Health District was awarded \$305,000 of which \$5,000 is for fiscal agent support. The Health District identified needs based on the last eighteen months of Covid-19 response efforts and concluded the three specific positions would help aid relief in areas of need. The Health District identified early on the need to have website assistance to update and provide information in real time. The individual will be responsible for managing the website and assisting with internal and external communications, press releases and marketing. The Data Informatician will assist Ms. Paxton, Epidemiologist and provide current and accurate data for the Health District and all its programs. Last month, the Board approved a part-time clerk to assist with administrative functions of the Health District. Mr. Diorio stated the Health District would like to expand that position to full-time to also assist with fiscal functions including grant management and accounting. Mr. Diorio and Ms. Meduri will work to create job descriptions and salary ranges for the positions.

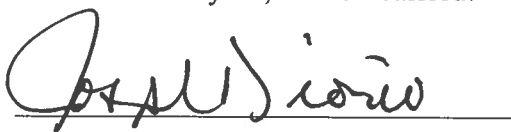
Board Member Bierlair presented a motion to grant permission to post, advertise and hire one full-time Data Informatician, one part-time Website and Communications Specialist and one full-time Administrative and Account Clerk, as stated above, seconded by Board Member Cutlip. An “aye” vote was cast by all, motion carried.

VIII. BOARD ISSUES AND DISCUSSION: None

IX. PUBLIC COMMENTS: None

X. EXECUTIVE SESSION:

Adjournment: The August 17, 2021 Board meeting was adjourned at 7:19 pm. An “aye” vote was cast by all, motion carried.



Joseph J. Diorio, MPH, MS, RS
Health Commissioner