

**Summit County Combined General Health District  
Board of Health Meeting  
Thursday, August 12, 2021 – 5 p.m.  
Summit Auditorium – Building A**



*MINUTES*

**Public Conference: 330 926 5796; ID#74883**

**A. Welcome of Persons Present – Sandy Waino, RN, BSN, Public Health Nurse**

**B. Call to Order – Dr. DePompei called the meeting to order at 5:00 p.m.**

**C. Board Member Roll Call:**

<b>Patricia Billow</b>	<i>01/01/2018-12/31/2021</i>	<i>Present</i>
<b>Dr. James Boex</b>	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
<b>Todd Burdette</b>	<i>03/21/2017-03/20/2022</i>	<i>Present</i>
<b>Dr. Kimberly Cook</b>	<i>04/01/2021-03/31/2025</i>	<i>Present</i>
<b>Dominic Cugini</b>	<i>04/01/2019-03/31/2023</i>	<i>Present</i>
<b>Lynn Clark</b>	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
<b>Dr. Roberta DePompei</b>	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
<b>Dr. Kristine Gill</b>	<i>01/01/2018-12/31/2021</i>	<i>Present</i>
<b>Dan Karant</b>	<i>01/01/2018-12/31/2021</i>	<i>Present</i>
<b>Dr. Gayleen Kolazcewski</b>	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
<b>Michelle Krysinski</b>	<i>06/10/2021-12/31/2024</i>	<i>Present</i>
<b>Dr. Aleksandra Mamonis</b>	<i>01/01/2020-12/31/2023</i>	<i>Present (Arrived after roll call)</i>
<b>Leon Ricks</b>	<i>01/01/2019-12/31/2022</i>	<i>Absent</i>
<b>Jeffrey Snell</b>	<i>04/01/2018-03/31/2022</i>	<i>Present</i>
<b>Marco Sommerville</b>	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
<b>Karen Talbott</b>	<i>01/01/2019-12/31/2022</i>	<i>Present (Arrived after roll call)</i>
<b>Sheila Williams</b>	<i>01/01/2018-12/31/2021</i>	<i>Present</i>

*Others Present: Donna Skoda, Tonya Block, Tonia Burford, Angela Burgess, Vincent Cybulski, Joanne Emery, Brenda Pickle, Alison Rogalski, Dr. Erika Sobolewski and Sandy Waino.*

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

**Motion by Ms. Williams, seconded by Mr. Karant to approve the Board of Health meeting minutes from July 8, 2021.**

*Approved by voice vote.*

**E. Public and Staff Comments (three minute maximum.) – None.**

**F. Reading of Schedule E – Late Filings – None.**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept Schedule E – Late Filings:**

**G. Motion by Dr. Boex, seconded by Mr. Karant to adopt Resolution No. 019-21, entitled “Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda”**

<b>Schedule A</b>	<b>Personnel</b>
<b>Schedule B</b>	<b>Employee Training and Travel Expenses</b>
<b>Schedule C</b>	<b>Contracts</b>
<b>Schedule D</b>	<b>Finance</b>
<b>Schedule E</b>	<b>Late Filings</b>

*Approved by voice vote.*

**H. Health Commissioner’s Report**

- 1. Mask Advisory/CDC** – Ms. Skoda reported as of Tuesday, July 27, 2021 the Centers for Disease Control and Prevention (CDC) recommended everyone, including fully vaccinated individuals, wear a mask in public indoor settings in areas with high COVID transmission. The Delta variant is the predominant COVID-19 strain circulating in Summit County and is infecting both vaccinated and unvaccinated individuals.
- 2. Mask Policy** – Ms. Skoda reported everyone must mask in our building again with Covid rates high. Hospitals anticipating cases skyrocketing in those younger and unvaccinated and needing more aggressive treatment. Ms. Skoda advised her concern with the WIC program due to the youth that are unable to be vaccinated. The state has continued the virtual telehealth through November.

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3. **Building Updates** – *Discussion at tonight's Finance & Personnel Committee Meeting. Working with the County regarding construction, proposals and what it may look like and what we are doing. Infrastructure money has to be spent by 2026.*
4. **Board of Health Educational Program** – *Ms. Skoda anticipating perhaps a virtual educational program on Thursday, November 11 2021 from 3:00 p.m. – 5:00 p.m. in the Summit Auditorium. November 11 is Veteran's Day. We have met on this holiday in the past. Discussion at tonight's Finance & Personnel Committee meeting. The Educational Program will be videotaped for members unable to attend.*
5. **The Finance & Personnel Committee will meet immediately after the August 12, 2021 Board meeting in the Boardroom.**
6. **The Environmental Health Committee will meet immediately after the October 14, 2021 Board meeting in the Boardroom.**
7. **Fiscal Report**
  - a) **COVID-19 Rolling Expense Report** (*See Enclosure.*)
  - b) **Update on additional COVID Funding** – *Ms. Burgess advised an additional \$505,000 received from ODH specifically for COVID response. Funding reduced our shortage in our response estimated costs as long as we don't have to respond with a full staff again. In addition, we requested \$150,000 from ODH to be used for gift card incentives for first-time vaccinations.*
  - c) **2020 Certified Independent Auditor's Report** (*Enclosure.*) *Ms. Burgess reported no findings.*

*Ms. Clark asked the minutes reflect the Board of Health's appreciation, gratitude and amazement. Ms. Clark stated it reflects well on the professionalism of the staff.*
8. **Policy and Legislation** – *No Report.*

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**I. Environmental Report**

- 1. Motion by Ms. Clark, seconded by Mr. Karant, to adopt Resolution No. 020-21 approving and granting the issuance of a variance for James and Janelle Hejduk at 3585 Mong Avenue, Coventry Township, Parcel I.D. 19-06249, Summit County, Ohio, 44319 for the installation of a new sewage treatment system.**

*Approved by voice vote.*

- 2. Motion by Mr. Cugini, seconded by Dr. Gill, to adopt Resolution No. 021-21 approving and granting the issuance of a variance for Kevin and Gina Stanton at 986 Tritt Road, Springfield Township, Parcel I.D. 51-03054, Summit County, Ohio, 44319 for the installation of a new sewage treatment system.**

*Approved by voice vote.*

**J. Clinical Health/Medical Director's Report**

- 1. Motion by Ms. Clark, seconded by Dr. Gill to amend Resolution 003-21 entitled, "Resolution Adopting a Clinical Fee Schedule for the year 2021 of the Summit County Combined General Health District and Declaring an Emergency" effective September 1, 2021 (See Enclosure.)**

*Approved by voice vote.*

- 2. Communicable Disease Report (See Enclosure.)** – *Dr. Sobolewski highlighted the syphilis cases. Year to date we've had 141 cases. Last year, only 52 cases. In July alone there were 27 cases. We were awarded a grant that will start in January, 2022 to help fund a Disease Intervention Specialist and innovative programs to help focus our efforts. At the end of June, we were involved in a multi-state tuberculosis outbreak. Significant effort with contact investigation and involvement with CDC and ODH. Also, involved with two health facilities with Legionella outbreaks. Significant time spent for education interventions and coordinating remediation.*

- 3. Vector Borne Disease Report (See Enclosure.)**

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**4. COVID Update** - *Dr. Sobolewski reported a substantial increase and well on the road to high any day now. In July, we had 582 positive cases. From August 1 through August 11, 2021, there have been 753 positive cases. Increased outbreaks just this week in long-term care facilities, health care facilities, correctional facilities, and school athletics.*

**K. Miscellaneous Business** – *Mr. Burdette reported four Covid infections in my department. Three of the four have been vaccinated. Are there statistics on breakthrough cases in Summit County or nationally. Ms. Skoda referred to Portage County Health Department due to KSU location. The state and CDC only tracks hospitalizations and deaths simply because it would be greatly underreported. We only know in an interview if it is a breakthrough infection. Data is riddled with error.*

*Mr. Cugini advised an email will be forwarded to the Board communicating in January, 2022 committees would start fresh. Recommendations were previously emailed. Bylaws will include committee revisions. Goal is to bring new talent to the committees and enable diverse perspectives by rotating two committee members every two years notwithstanding if the Board president determines at any given year that the process would not be the best interest of that particular committee. Language and proposed committees forthcoming.*

**1. Motion by Mr. Snell, seconded by Ms. Clark to adjourn into Executive Session at 5:54 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).**

**Roll Call Vote:**

**Patricia Billow (Aye), Todd Burdette (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), Michelle Krynski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville (Aye), Karen Talbott (Aye), and Sheila Williams (Aye).**

*Approved by voice vote.*

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**Motion by Mr. Snell, seconded by Ms. Clark, to reconvene from Executive Session at 6:20 p.m.**


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

*Approved by voice vote.*

*No action taken.*

**L. The meeting of the Board of Health adjourned at 6:21 p.m.**

  
**Secretary**

  
**President**

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## *SCHEDULE A – PERSONNEL*

- 1. Approve the change of status of Joseph Kollar, Sanitarian-in-Training to Registered Environmental Health Specialist with no change in pay effective August 16, 2021** *(Joe 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.)*
- 2. Approve the change of status of Bridget Haag, Sanitarian-in-Training to Registered Environmental Health Specialist with no change in pay effective August 16, 2021** *(Bridget works in the Water Quality program and recently met the requirements to advance to a Registered Environmental Health Specialist in the state of Ohio.)*
- 3. Approve the promotion of Treva Stetson, Environmental Health Supervisor, \$37.86 per hour effective August 16, 2021** *(Treva is a Registered Environmental Health Specialist and will supervise administrative and fiscal functions in Environmental Health.)*
- 4. Approve the promotion of Lillian Kuzmik, Dietitian Supervisor, \$36.77 per hour effective August 16, 2021** *(Lillian is a Registered Dietitian and will work in WIC as a Dietitian Supervisor.)*
- 5. Approve the promotion of Adam Hocevar, Registered Environmental Health Specialist in Training, \$26.82 per hour effective August 30, 2021** *(Adam is a current seasonal mosquito employee and a graduate of Ohio University with a degree in Environmental Health. Adam will work in the Water Quality programs.)*
- 6. Approve the promotion of Ellie Miller, Registered Environmental Health Specialist in Training, \$26.82 per hour effective August 30, 2021** *(Ellie is a current seasonal mosquito employee and a recent graduate of Kent State University with a degree in Biology. Ellie will work in the Water Quality programs.)*
- 7. Approve the appointment of Shelby Mills, Disease Prevention Specialist, \$26.82 per hour effective August 30, 2021** *(Shelby is a certified Health Education Specialist and will work in the Creating Healthy Communities grant.)*

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*SCHEDULE A – PERSONNEL*

- 8. Approve the resignation of Maya Zvavitch, Student/Temporary Help, effective August 2, 2021** *(Maya has been with SCPH working in the Mosquito Control program since May 24, 2021 for a total of 3 months.)*
- 9. Approve the resignation of Daniel Trolli, Student/Temporary Help, effective August 5, 2020** *(Daniel has been with SCPH working in the Mosquito Control program since May 24, 2021 for a total of 3 months.)*
- 10. Approve the resignation of Makenzie McElwain, Student/Temporary Help, effective August 12, 2021** *(Makenzie has been with SCPH working in the Mosquito Control program since May 24, 2021 for a total of 3 months.)*
- 11. Approve the resignation of Shawn Miller, Student/Temporary Help, effective August 12, 2020** *(Shawn has been with SCPH working in the Mosquito Control program since May 24, 2021 for a total of 3 months.)*
- 12. Approve the resignation of Olivia Robbins, Student/Temporary Help, effective August 12, 2020** *(Olivia has been with SCPH working in the Mosquito Control program since May 24, 2021 for a total of 3 months.)*
- 13. Approve the resignation of Grace Habeck, Student/Temporary Help, effective August 12, 2020** *(Grace has been with SCPH working in the Mosquito Control program since May 24, 2021 for a total of 3 months.)*
- 14. Approve the resignation of Alia Baig, Student/Temporary Help, effective August 19, 2020** *(Alia has been with SCPH working in the Mosquito Control program since June 21, 2021 for a total of 2 months.)*
- 15. Approve the resignation of Adoracion Walker, Accountant, effective August 20, 2021** *(Adoracion has been with SCPH working in the Fiscal department since March 29, 2021.)*



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**SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL**

# AUGUST TRAINING AND TRAVEL REPORT 2021

## **TRAVEL OVERVIEW**

Employee Name(s)	Tawanda Weems, Marisa LaPointe, and Ann Vitale
Employee Number(s)	1142, 4306, and 1141
Date Attending	08/19/2021
Date Returning	08/19/2021
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Notary Public Online Class and Notary Public Exam
Name of Sponsor	Ohio Secretary of State
Address	22 N. Forth Street
City	Columbus
State	OH

## **COST(S)**

Airfare & Luggage	0	Lodging	0
Shuttle/Rideshare	0	Meals	Date::
Parking &/or Tolls	0		# of meals::
Registration	3 new class applicants @ \$130.00 each (\$330.00) - Marisa LaPointe, Ann Vitale, Tawanda Weems; 1 renewal class applicant @	Total Cost of Meals	Total \$ amount for day::

	\$45.00 each - Annamarie Caruso		
Mileage \$.56/mile	Miles traveled: \$ Amount:		
<b>Total Cost of Expenses: \$435.00</b>			

**TRAVEL OVERVIEW**

Employee Name(s)	Tasha Wilson and Janice Hunter
Employee Number(s)	4296 and 3249
Date Attending	09/01/2021
Date Returning	09/01/2021
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Dance Training
Name of Sponsor	Nurse Family Partnership
Address	
City	
State	

**COST(S)**

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$70 X 2 = \$140 - \$67 credit = \$73.00	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled: \$ Amount:		
<b>Total Cost of Expenses: \$73.00</b>			

## MULTIPLE MEETINGS

### **TRAVEL OVERVIEW**

Employee Name(s)	Tasha Wilson, Janice Hunter, and Leah Webb
Employee Number(s)	4296, 3249, and 4340
Date Attending	09/27/2021
Date Returning	09/30/2021
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 3
Grant or General Fund?	Grant

Name of Conference	RE: Connect 2021
Name of Sponsor	Nurse Family Partnership
Address	
City	
State	

### **COST(S)**

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$150 ticket + \$50 invoice fee x 3 = \$600.00	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled: \$ Amount:		
<b>Total Cost of Expenses: \$600.00</b>			

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*SCHEDULE C – CONTRACTS*

**A. Clinical Health**

- 1. Adopt Contract No. 141016 authorizing an agreement between County of Summit Alcohol, Drug Addiction and Mental Health Services and Summit County Combined General Health District to support Project DAWN naloxone distribution services** *(pending Prosecutor approval for the period July 1, 2021 through June 30, 2022 in an amount not to exceed \$42,990.00 payable to SCCGHD.)*
- 2. Adopt Contract No. 141012 authorizing an agreement between ARC Recovery Services and Summit County Combined General Health District for one peer recovery coach** *(pending Prosecutor approval for the period July 1, 2021 through February 28, 2022 in an amount not to exceed \$44,454.84 payable to ARC Recovery Services.)*

**B. Environmental Health**

- 1. Adopt Contract No. 140016 authorizing an agreement between Akron Metropolitan Housing Authority and the Summit County Combined General Health District to pilot an asthma health program** *(pending Prosecutor approval for the period August 1, 2021 through July 31, 2022 in an amount not to exceed \$55,000.00 payable to SCCGHD.)*

**C. Operations and General Supportive Services**

- 1. Adopt Contract No. 141021 authorizing an agreement between Public Entities Pool of Ohio (PEP) and Summit County Combined General Health District for property and liability coverage** *(pending Prosecutor approval for the period September 17, 2021 through September 17, 2022 in an amount not to exceed \$100,000.00 payable to Public Entities Pool of Ohio.)*

**Summit County Combined General Health  
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**Keck Board Room, Building A**



*SCHEDULE D - FINANCE*



# SUMMIT COUNTY PUBLIC HEALTH

## Monthly Cash Statement As of July 2021

<u>Cash Receipts</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Local Taxation	\$1,615,338	\$0	\$1,615,338
State Subsidy	\$204,339	\$0	\$204,339
Environmental Health Fees	\$1,898,736	\$68,556	\$1,967,292
Vital Statistics	\$337,084	\$0	\$337,084
Personal Health Services	\$352,358	\$1,898	\$354,256
Miscellaneous Receipts	\$577,961	\$0	\$577,961
Federal Funds Reimbursement	\$0	\$9,308,421	\$9,308,421
Local Contracts (Including Akron)	\$2,053,445	\$779,447	\$2,832,892
State Fees	\$623,426	\$0	\$623,426
Rental of Property	\$61,345	\$0	\$61,345
<b>TOTAL CASH RECEIPTS</b>	<b>\$7,724,032</b>	<b>\$10,158,322</b>	<b>\$17,882,354</b>
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Salaries	\$2,082,871	\$3,561,969	\$5,644,840
PERS/Workers Comp/Medicare	\$311,209	\$543,751	\$854,960
Health Benefits	\$409,971	\$610,639	\$1,020,610
Travel	\$47,845	\$8,658	\$56,503
Supplies	\$192,475	\$383,013	\$575,488
Contracts Services/Repairs	\$770,425	\$2,794,146	\$3,564,571
Building Rental	\$17,676	\$85,156	\$102,832
Advertising and Printing	\$16,611	\$90,857	\$107,468
Other Expenses	\$10,102	\$392,232	\$402,334
Equipment	\$152,873	\$134,492	\$287,365
Remittance to State	\$724,472	\$0	\$724,472
Client Services	\$0	\$22,933	\$22,933
<b>TOTAL CASH DISBURSEMENTS</b>	<b>\$4,736,530</b>	<b>\$8,627,846</b>	<b>\$13,364,376</b>
<b>RECEIPTS LESS DISBURSEMENTS</b>	<b>\$2,987,502</b>	<b>\$1,530,476</b>	<b>\$4,517,978</b>
Transfers/Advances-In	\$0	(\$898,468)	(\$898,468)
Transfers/Advances-Out	\$0	\$898,468	\$898,468
Reserve for Encumbrances	<b>\$9,765,322</b>	<b>\$5,099,746</b>	<b>\$14,865,068</b>
<b>FUND BALANCE</b>	<b>\$12,752,824</b>	<b>\$6,630,222</b>	<b>\$19,383,046</b>





# Summit County Public Health

## General Fund Executive Summary

### July 2021 Financial Report

	<u>2020 YTD</u> <u>Actual</u>	<u>2021 YTD</u> <u>Actual</u>	<u>2020 vs 2021</u> <u>YTD Variance</u>
<u>Cash Receipts</u>			
Local Taxation	1,615,338	1,615,338	0
State Subsidy	260,523	204,339	(56,184)
Environmental Health Fees	2,007,074	1,898,736	(108,338)
Vital Statistics	438,497	337,084	(101,413)
Personal Health Services	424,934	352,358	(72,577)
Miscellaneous Receipts	155,464	577,961	422,497
Federal Funds Reimbursement	15,210	0	(15,210)
Local Contracts (Including Akron)	2,052,782	2,053,445	663
State Fees	715,608	623,426	(92,183)
Rental of Property	57,798	61,345	3,547
<b>TOTAL CASH RECEIPTS</b>	<b>7,743,228</b>	<b>7,724,032</b>	<b>(19,196)</b>
<u>Cash Disbursements</u>			
Salaries	2,974,265	2,082,871	(891,393)
PERS/Workers Comp/Medicare	542,014	311,209	(230,804)
Health Benefits	610,138	409,971	(200,167)
Travel	57,509	47,845	(9,665)
Supplies	254,374	192,475	(61,899)
Contracts Services/Repairs	1,836,251	770,425	(1,065,825)
Building Rental	17,676	17,676	0
Advertising and Printing	7,854	16,611	8,757
Other Expenses	15,019	10,102	(4,917)
Equipment	80,281	152,873	72,593
Remittance to State	831,609	724,472	(107,138)
Nuisance Abatement Expense	850	0	(850)
Debt Service-Building	100,261	0	(100,261)
Client Services	379	0	(379)
<b>TOTAL CASH DISBURSEMENTS</b>	<b>7,328,479</b>	<b>4,736,530</b>	<b>(2,591,949)</b>
<b>RECEIPTS LESS DISBURSEMENTS</b>	<b>414,750</b>	<b>2,987,501</b>	<b>2,572,752</b>
Transfers/Advances-In (Receipts)	(706,624)	(898,468)	(191,844)
Transfers/Advances-Out (Disbursements)	706,624	898,468	191,844
Reserve for Encumbrances	7,601,986	9,765,322	2,163,336
<b>FUND BALANCE</b>	<b>8,016,736</b>	<b>12,752,823</b>	<b>4,736,087</b>