A. Welcome of Persons Present – Ms. Billow welcomed Wendy Brolly, RN, BSN, Public Health Nurse

B. Call to Order – Ms. Billow called the meeting to order at 5:03 p.m.

C. Board Member Roll Call: Patricia Billow, Dr. James Boex, Todd Burdette, Lynn Clark, Dr. Roberta DePompei, Dan Karant, Dr. Gayleen Kolazcnewski, Leon Ricks, Jeffrey Snell, Dr. Richard Stephens, and Karen Talbott. Dr. Kristine Gill, Dr. Alexandra Mamonis and Sheila Williams arrived after roll call. Absent: Dominic Cugini, Dr. Robert Denton, Jacqui Knettel, and Marco Sommerville. Others present: Donna Skoda, Leanne Beavers, Tonya Block, Donna Barrett, Wendy Brolly, Tonia Burford, Angela Burgess, Bob Hasenyager, Cory Kendrick, Brenda Pickle, Heather Pierce, Eric Seachrist, Dr. Erika Sobolewski, and Tabitha Stearns.

D. Approval of the Minutes of the Regular Board Meeting

Motion by Dr. Stephens, seconded by Ms. Talbott, approve the Board of Health meeting minutes from December 13, 2018.

Approved by voice vote.

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

F. Reading of Schedule E – Late Filings

Motion by Ms. Clark, seconded by Mr. Karant, to approve Schedule E – Late Filings.

Approved by voice vote.

G. Motion by Mr. Karant, seconded by Dr. DePompei, to adopt Resolution No. 001-19, 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.
AGENDA

H. Health Commissioner’s Report

1. Nominating Committee Selection – for the purpose of making recommendations for candidates for the election of the Board of Health President and President Pro Tempore (Term: 04/01/2019 – 03/31/2020.) Nominating Committee: Lynn Clark, Dr. Kristine Gill and Sheila Williams.


3. Strategic Plan Quarterly Report - Bob Hasenyager provided an update on the 2017-2019 Strategic Plan priorities (See Enclosure.)

4. Fourth Quarter, 2018 Non-Board Contract Report (See Enclosure.)

5. Fourth Quarter, 2018 Full-Time Equivalency Report (See Enclosure.)

6. 99th District Advisory Council Meeting – Monday, March 4, 2019, Summit Auditorium. Lunch served at 12:00 noon.

7. Media Topic of the Month (New Year’s Resolutions): www.scph.org/media

8. Fourth Annual State of the County’s Health Shareholders’ Breakfast – Thursday, March 7, 2019, 8:30 a.m. – 10:30 a.m., Quaker Station, 135 S. Broadway, Akron, OH, 44308. RESCHEDULED: Tuesday, April 9, 2019 from 7:30 a.m. – 10:00 a.m. at Quaker Station. Breakfast served.


10. The Finance and Personnel Committee will meet immediately after the February 14, 2019 Board Meeting.

I. Administration/Fiscal Report

1. Effective January 1, 2019, the rate for mileage will increase from $0.545 to $0.58 per mile (Per Resolution No. 343-15 entitled, “Resolution authorizing approval to amend the employee mileage allowance annually to conform to the Internal Revenue Service mileage rate for business use of personal vehicles”.)
2. Motion by Ms. Clark, seconded by Mr. Karant, adopting Fourth Quarter, 2018 Policy and Procedure Manual updates/revisions (See Enclosures.)

Approved by voice vote.


L. Clinical/Medical Director’s Report

1. Motion by Mr. Karant, seconded by Ms. Clark, to adopt Resolution No. 002-19 entitled, “Resolution Adopting a Clinical Fee Schedule for the Year 2019” (See Enclosure.)

Approved by voice vote.

2. Communicable Disease Report (See Enclosure.)

3. Influenza Report (See Enclosure.)


Summit County Council Tobacco 21 Presentation – Monday, January 14, 2019, Council Chambers, Ohio Building, 175 S. Main Street, Floor 7, Akron, OH, 44308 at 4:30 p.m.

N. Miscellaneous Business

1. Motion by Mr. Karant, seconded by Ms. Clark, to adjourn into Executive Session at 5:22 p.m. for the sale of property at competitive bidding if premature disclosure of information would give an unfair competitive or bargaining edge to a person whose personal private interest is adverse to the general public:

Roll Call Vote:

Patricia Billow (Aye), Dr. James Boex (Aye), Todd Burdette (Aye), Lynn Clark (Aye), Dr. Roberta DePompeii (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazewski (Aye), Dr. Aleksandra Mamonis (Aye), Leon Ricks (Aye), Jeffrey Snell (Aye), Dr. Richard Stephens (Aye), Karen Talbott (Aye), and Sheila Williams (Aye).
Motion approved.

Motion by Mr. Snell, seconded by Mr. Karant, to reconvene from Executive Session at 5:45 p.m.

Patricia Billow (Aye), Dr. James Boex (Aye), Todd Burdette (Aye), Lynn Clark (Aye), Dr. Roberta DePompei (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Alexsandra Mamonis (Aye), Leon Ricks (Aye), Jeffrey Snell (Aye), Dr. Richard Stephens (Aye), Karen Talbott (Aye), and Sheila Williams (Aye).

Motion carried.

Motion by Mr. Snell, seconded by Mr. Karant, to adopt Resolution No. 003-19 authorizing a Purchase Agreement between Mr. Jim Pulk and or his assigns and the Summit County Combined General Health District for purchase of property known as 1100 Graham Road Circle, Stow, Ohio, 44224 (PP 02-01384, 0203675, 0203677) (pending Prosecutor approval effective January 10, 2019 in an amount not to exceed $1,500,000.00 payable to Summit County Combined General Health District.)

Motion carried.

Motion by Ms. Clark, seconded by Dr. Boex to notate staff contributions in performance evaluations.

Motion carried.

O. The meeting of the Board of Health adjourned at 5:48 p.m.

[Signatures: Secretary and President]
SCHEDULE A - PERSONNEL

1. Approve the change of status for Sarah Swirsky from Student Temporary to Student Help, Part-Time Permanent, effective January 21, 2019. Rate of pay remains the same at $12.01 per hour. (Change to accommodate work related to the Syringe Exchange program with funding from United Way of Summit County.)

SCHEDULE D - FINANCE (See Attachment)
1. Approve the change of status for Tyson Cramer from Sanitarian-in-Training, full-time, to Sanitarian, full-time, with a pay increase from $30.48 to $31.39 per hour effective January 21, 2019 (Tyson recently met all of the qualifications and advanced to Registered Sanitarian by the Sanitarian Advisory Board. Tyson currently works in the Food Safety Program in Environmental Health.)

2. Approve the appointment of Toni Code-Jones, full-time, Peer Recovery Coach, $15.44 per hour effective January 22, 2019 (Toni has an Associate Degree from Akron Institute of Herzing University. She is a Certified Peer Recovery Coach. She previously worked for Ohio Guidestone and South Street Ministries.)

3. Approve the resignation of Toray Green, Account Clerk 2, effective January 11, 2019 (Toray has been with the Fiscal Office since January 23, 2017.)
Summit County Combined General Health District
Board of Health Meeting -- Thursday, January 10, 2019
5:00 p.m.
Keck Boardroom – Building A

**SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL**
**JANUARY TRAVEL REPORT 2019**

Name of Conference/Training: Medworks  
Sponsor: Medworks  
Date Attending: 1/15/2019  
Date Returning: 1/15/2019  
City: Lyndhurst  
State: OH  
Staff Attending: Donna Skoda, Heather Pierce, Joanne Tate, Sandy Knezevich  
Grant or General Fund: General Fund

<table>
<thead>
<tr>
<th>Airfare:</th>
<th>Shuttle:</th>
<th>Parking:</th>
<th>Lodging:</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Meals:  
Registration:  
Mileage: $42  
Total Cost of Expenses: $42

Name of Conference/Training: IHI SCALE CHILA 4  
Sponsor: Institute for Healthcare Improvement  
Date Attending: 1/22/2019  
Date Returning: 1/26/2019  
City: Dorado, 00646  
State: Puerto Rico  
Staff Attending: Elizabeth Foster, Cory Kendrick  
Grant or General Fund: Grant

<table>
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<tr>
<th>Airfare: $973.60</th>
<th>Shuttle: $300</th>
<th>Parking:</th>
<th>Lodging: $2115.36</th>
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<tbody>
<tr>
<td>Meals: $600.00</td>
<td>Registration:</td>
<td>Mileage:</td>
<td>Total Cost of Expenses: $3988.96</td>
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</table>

Name of Conference/Training: NFP Neighbor Site Visit - Cleveland  
Sponsor:  
Date Attending: 1/22/2019  
Date Returning: 1/22/2019  
City: Cleveland  
State: Ohio  
Staff Attending: Patrice Sirmons, Brittany Lamantia, Pamela Keen, Stevie Diehl, Shawna Graubner  
Grant or General Fund: General Fund

<table>
<thead>
<tr>
<th>Airfare:</th>
<th>Shuttle:</th>
<th>Parking: $12.00</th>
<th>Lodging:</th>
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<tbody>
<tr>
<td>Meals:</td>
<td>Registration:</td>
<td>Mileage:</td>
<td>Total Cost of Expenses: $12</td>
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</table>

1
<table>
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<tr>
<th>Name of Conference/Training: Eastern Region Quarterly Meeting</th>
<th>Sponsor: ODH</th>
<th>Date Attending: 1/24/2019</th>
<th>Date Returning: 1/24/2019</th>
<th>City: Medina</th>
<th>State: Ohio</th>
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<tbody>
<tr>
<td>Staff Attending: Rachel Flossie</td>
<td>Grant or General Fund: Grant</td>
<td></td>
<td></td>
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<tr>
<td>Airfare:</td>
<td>Shuttle:</td>
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<tr>
<td>Meals:</td>
<td>Registration:</td>
<td>Mileage: $8.18</td>
<td>Total Cost of Expenses: $8.18</td>
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<tr>
<th>Name of Conference/Training: Ohio Healthy Program Train the Trainer Conference</th>
<th>Sponsor: Ohio Center for Occupational Safety and Health</th>
<th>Date Attending: 1/24/2019</th>
<th>Date Returning: 1/25/2019</th>
<th>City: Pickerington</th>
<th>State: Ohio</th>
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<tbody>
<tr>
<td>Staff Attending: Megan Sutherland</td>
<td>Grant or General Fund: Grant</td>
<td></td>
<td></td>
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<tr>
<td>Airfare:</td>
<td>Shuttle:</td>
<td>Parking:</td>
<td>Lodging: $150.00</td>
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<tr>
<td>Meals: $80.00</td>
<td>Registration:</td>
<td>Mileage: $204.37</td>
<td>Total Cost of Expenses: $434.37</td>
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</table>

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<thead>
<tr>
<th>Name of Conference/Training: NACAA winter board meeting</th>
<th>Sponsor: NACAA</th>
<th>Date Attending: 1/28/2019</th>
<th>Date Returning: 1/30/2019</th>
<th>City: Washington DC</th>
<th>State: DC</th>
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<tbody>
<tr>
<td>Staff Attending: Sam Rubens</td>
<td>Grant or General Fund: Grant</td>
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<tr>
<td>Airfare: $210</td>
<td>Shuttle: $40</td>
<td>Parking: $60</td>
<td>Lodging: $416.12</td>
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<tr>
<td>Meals: $78.00</td>
<td>Registration: $160.00</td>
<td>Mileage: $37.06</td>
<td>Total Cost of Expenses: $1001.18</td>
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<table>
<thead>
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</thead>
<tbody>
<tr>
<td>Staff Attending: Patrice Sirmons</td>
<td>Grant or General Fund: General Fund</td>
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</tr>
<tr>
<td>Airfare: $300</td>
<td>Shuttle: $70</td>
<td>Parking:</td>
<td>Lodging: $727.00</td>
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<tr>
<td>Meals: $222.00</td>
<td>Registration: $1,200</td>
<td>Mileage:</td>
<td>Total Cost of Expenses: $2,519</td>
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</table>
### MULTIPLE MEETINGS

**Name of Conference/Training:** OPEN  
**Sponsor:** OSU, Univ. of Cincinnati, Case Western Reserve and Nationwide Children's  
**Date Attending:** 1/25/2019  
**Date Returning:** 3/29/2019  
**City:** Columbus  
**State:** OH  
**Number of Multiple Meetings:** 3

- **Staff Attending:** Shaleeta Smith, Megan Sutherland  
- **Grant or General Fund:** Grant

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Parking</td>
<td>$40</td>
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<tr>
<td>Mileage</td>
<td>$654</td>
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<tr>
<td>Total Cost of Expenses</td>
<td>$694</td>
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</table>

**Name of Conference/Training:** NEOMED Institutional Biosafety Committee Meetings  
**Sponsor:** NEOMED  
**Date Attending:** 1/1/2019  
**Date Returning:** 12/31/2019  
**City:** Rootstown  
**State:** OH  
**Number of Multiple Meetings:** 6

- **Staff Attending:** Aixa Bakuhn  
- **Grant or General Fund:** General Fund

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Parking</td>
<td>$150</td>
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<tr>
<td>Mileage</td>
<td>$150</td>
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<tr>
<td>Total Cost of Expenses</td>
<td>$150</td>
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### REGIONAL TRAVEL

**Name of Conference/Training:** Food License Inspections, Tobacco 21 Inspections  
**Sponsor:**  
**Date Attending:** 1/1/2019  
**Date Returning:** 12/31/2019  
**City:** Mogadore  
**State:** OH  
**Regional Travel**

- **Staff Attending:** All EH Staff and Tobacco Program Staff  
- **Grant or General Fund:** General Fund

<table>
<thead>
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<th>Expense</th>
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<tr>
<td>Parking</td>
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<td>Mileage</td>
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<td>Total Cost of Expenses</td>
<td>$750</td>
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</table>
SCHEDULE C - CONTRACTS

A. Environmental Health

1. Adopt Contract No. 138435 authorizing an amended agreement between the City of Barberton and the Summit County Combined General Health District for Storm Water Services. (pending Prosecutor approval for the period January 1, 2014 through December 31, 2019 in an amount not to exceed $26,028.14 payable to SCPH.)

2. Adopt Contract No. 138440 authorizing an amended agreement between the City of Green and the Summit County Combined General Health District for Storm Water Services (pending Prosecutor approval for the period January 1, 2014 through December 31, 2019 in an amount not to exceed $57,101.04 payable to SCPH.)

3. Adopt Contract No. 138441 authorizing an amended agreement between the City of New Franklin and the Summit County Combined General Health District for Storm Water Services (pending Prosecutor approval for the period January 1, 2014 through December 31, 2019 in an amount not to exceed $55,788.37 payable to SCPH.)

4. Adopt Contract No. 138442 authorizing an amended agreement between the City of Norton and the Summit County Combined General Health District for Storm Water Services (pending Prosecutor approval for the period January 1, 2014 through December 31, 2019 in an amount not to exceed $41,365.11 payable to SCPH.)

5. Adopt Contract No. 138444 authorizing an amended agreement between the City of Tallmadge and the Summit County Combined General Health District for Storm Water Services (pending Prosecutor approval for the period January 1, 2014 through December 31, 2019 in an amount not to exceed $27,601.41 payable to SCPH.)

6. Adopt Contract No. 138439 authorizing an amended agreement between Copley Township and the Summit County Combined General Health District for Storm Water Services (pending Prosecutor approval for the period January 1, 2014 through December 31, 2019 in an amount not to exceed $34,521.87 payable to SCPH.)

7. Adopt Contract No. 138443 authorizing an amended agreement between Springfield Township and the Summit County Combined General Health District for Storm Water Services (pending Prosecutor approval for the period January 1, 2014 through December 31, 2019 in an amount not to exceed $41,127.03 payable to SCPH.)
SCHEDULE C - CONTRACTS

8. Adopt Contract No. 138465 authorizing an agreement between the County of Summit and the Summit County Combined General Health District to provide services associated with the DUMP program (pending Prosecutor approval for the period February 1, 2019 through January 31, 2024 in an amount not to exceed $72,000.00 payable to the County of Summit.)

B. Population Health

1. Adopt Contract No. 138445 authorizing an agreement between the Summit County Department of Jobs and Family Services and the Summit County Combined General Health District for the Summit 2020 Quality of Life project. (pending Prosecutor approval for the period January 1, 2019 through December 31, 2020 in an amount not to exceed $260,000.00 payable to SCPH.)
Summit County Combined General Health District Board of Health Meeting Thursday, January 10, 2019 5:00 p.m. Keck Board Room, Building A

SCHEDULE D - FINANCE
### December 2018 Preliminary Financial Report

<table>
<thead>
<tr>
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<th>2017 YTD</th>
<th>2018 YTD</th>
<th>2017 vs 2018 YTD Variance</th>
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<tr>
<td><strong>Cash Receipts</strong></td>
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<tr>
<td>Total Cash Receipts</td>
<td>13,650,571</td>
<td>13,262,558</td>
<td>(388,013)</td>
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<tr>
<td><strong>Cash Disbursements</strong></td>
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<tr>
<td>Total Cash Disbursements</td>
<td>12,555,082</td>
<td>12,420,921</td>
<td>(134,161)</td>
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<tr>
<td>RECEIPTS LESS DISBURSEMENTS</td>
<td>1,095,489</td>
<td>987,241</td>
<td>(108,248)</td>
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<tr>
<td>FUND BALANCE</td>
<td>6,215,916</td>
<td>6,310,704</td>
<td>94,788</td>
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