

**Summit County Combined General Health District  
Board of Health Meeting  
Thursday, July 8, 2021 – 5 p.m.  
Keck Boardroom – 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 5:06 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>In Person</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 Krysiniski</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</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>Arrived After Roll Call</i>
<b>Karen Talbott</b>	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
<b>Sheila Williams</b>	<i>01/01/2018-12/31/2021</i>	<i>In Person</i>

*Others Present: Donna Skoda, Tonya Block, Tonia Burford, Angela Burgess, Alison Rogalski, Joanne Emery, Ingrid Matusz, Brenda Pickle, Patti Riley 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 June 10, 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. Gill, seconded by Mr. Karant to adopt Resolution No. 017-21, 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. Recovery Act Update – Ms. Skoda reported meeting with architects next week. Presentation to Finance & Personnel Committee in August.**
- 2. Staff Appreciation Picnic – Ms. Skoda advised the Events Committee will coordinate the event.**
- 3. Strategic Plan Quarterly Report (See Enclosure.)**
- 4. Second Quarter 2021 Full-Time Equivalency Reports (See Enclosures.)**
- 5. Second Quarter 2021 Non-Board Contract Report (See Enclosure.)**

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**6. The Finance & Personnel Committee will meet immediately after the August 12, 2021 Board meeting in the Boardroom.**

**7. Fiscal Report.**

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

*Ms. Burgess advised the preliminary audit report was received with no findings.*

**8. Policy and Legislation – No Report.**

*Ms. Skoda reported H.B. 248 probably won't get any hearings until fall. It was replaced with H.B. 244 which was voted and passed and states an emergency use authorized vaccine cannot be required by public schools or universities.*

*Ms. Skoda reported one comment received in response to the Board of Health BEACON Letter to the Editor. The Editor was questioned if we are able to keep healthcare from wearing masks. Ms. Skoda replied you can't treat two groups differently.*

*Mr. Snell asked if there is another COVID outbreak, does the Board of Health have authority to do anything about it and does it expire? Ms. Skoda replied no local Boards of Health authority. The governor has the ability to push an order for 30 days.*

**I. Environmental Report**

**1. Statewide changes to the RS/SIT credential** – *Ms. Burford reported there was a change in the credential for sanitarians. It was approved by the Ohio Environmental Health Association and endorsed by the National Environmental Health Association (NEHA) to be called Environmental Health Specialists. New recruits take the NEHA test. It aligns us with national credentials. The credential has changed from Registered Sanitarian (R.S.) to Registered Environmental Health Specialist (R.E.H.S.) and if in training to Registered Environmental Health Specialist in Training (R.E.H.S./I.T.) Also, a change in CEUs from 18 per year to 24 every 2 years. Fee reduced in half.*

**2. Motion by Ms. Clark, seconded by Mr. Karant, to adopt Resolution No. 018-21 approving and granting the issuance of a variance for Mark E. and Ellen R. Fryer at 3861 Bay Path Drive, Coventry Township, Parcel I.D. 19-06079, Summit County, Ohio, 44319 for the installation of a sewage treatment system (See Enclosure.)**

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*Approved by voice vote.*

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

- 1. Motion by Ms. Clark, seconded by Ms. Williams, to amend Resolution 003-21 entitled, "Resolution Adopting a Clinical Health Fee Schedule for the Year 2021 of the Summit County Combined General Health District and Declaring an Emergency" effective August 2, 2021 (See Enclosure.)**

*Approved by voice vote.*

- 2. Vaccine Site Visit** – *Ms. Skoda reported the State of Ohio conducted a COVID vaccine site visit; no issues; one recommendation to remove the lid from vaccine box.*
- 3. Mask Requirement for Vaccinated Staff** -- *Ms. Skoda reported it's time to lift the mask requirement for vaccinated staff.*

**Motion by Dr. Boex, seconded by Mr. Karant to amend the mask mandate within our buildings and follow CDC guidelines.**

*Approved by voice vote.*

*Ms. Skoda advised if WIC opens and children are not eligible for vaccines, we may have to reinstate the mask requirement. SCPH will monitor closely.*

- 4. Communicable Disease Report (See Enclosure.)**
- 5. Vector Borne Disease Report (See Enclosure.)**

**K. Miscellaneous Business** – *Ms. Skoda thanked the Board for the generous candy gift for staff.*

- ~~1. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn into Executive Session at \_\_\_\_\_ 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).~~

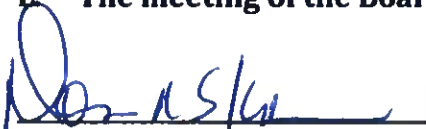
**Roll-Call Vote:**

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

~~Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to reconvene from Executive Session at \_\_\_\_\_ p.m.~~

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

**L The meeting of the Board of Health adjourned at 5:40 p.m.**

  
Secretary

  
President

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**SCHEDULE A - PERSONNEL**

- 1. Rescind the appointment of Shelby McGhee, Program Coordinator, \$31.77 per hour effective June 21, 2021** *(Shelby rescinded the offer of employment.)*
- 2. Approve the change of status of Josh Herold, Sanitarian-in-Training to Registered Environmental Health Specialist with no change in pay effective July 19, 2021.** *(Josh 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 change of status of Nicholas Sams, Sanitarian-in-Training to Registered Environmental Health Specialist with no change in pay effective July 19, 2021.** *(Nick works in the Water Quality Program and recently met the requirements to advance to a Registered Environmental Health Specialist in the State of Ohio.)*
- 4. Approve the appointment of Vanessa Willaman, Program Coordinator, \$31.77 per hour effective July 6, 2021** *(Vanessa will work on the Homeless Youth Program in Clinical Health.)*
- 5. Approve the appointment of Mara Dougherty, Registered Environmental Health Specialist, \$26.82 per hour effective July 19, 2021.** *(Mara is an REHS transferring her registration from Pennsylvania and will work in the Healthy Homes Program.)*
- 6. Approve the appointment of Alison Collingsworth, Clerical Specialist, \$15.44 per hour effective July 19, 2021** *(Alison will be working in the Fiscal and Vital Statistics Programs.)*
- 7. Approve the appointment of Christina Woodside, Peer Recovery Coach, \$16.67 per hour effective August 2, 2021** *(Christina will be working in the Harm Reduction Program.)*
- 8. Approve the resignation of John Gussey, IT Intern/Temporary Help, effective July 1, 2021** *(John has been with SCPH in IT since March 29, 2021.)*
- 9. Approve the resignation of Brittany Lamantia, Clinical Supervisor, effective July 2, 2021** *(Brittany has been with SCPH in Clinical Health since August 20, 2018.)*
- 10. Approve the resignation of Meghan Johnson, WIC Supervisor, effective August 31, 2021** *(Meghan has been with SCPH in WIC since January 1, 2011 and hired by the Akron Health Department on December 26, 2007.)*

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**SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL**

# JULY TRAINING AND TRAVEL REPORT 2021

## **TRAVEL OVERVIEW**

Employee Name(s)	Katelyn Manda
Employee Number(s)	4176
Date Attending	07/12/2021
Date Returning	07/12/2021
Multiple Meetings?	Yes/No: no Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	The Ethics of Counseling Diverse Populations
Name of Sponsor	Direction Home
Address	online zoom
City	
State	

## **COST(S)**

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	45	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled:		
	\$ Amount: 0		
<b>Total Cost of Expenses: 45</b>			



## Multiple Meetings

### **TRAVEL OVERVIEW**

Employee Name(s)	12 SCPH employees (CPR Recertification)
Employee Number(s)	4264
Date Attending	08/24/2021
Date Returning	08/24/2021
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 2
Grant or General Fund?	General Fund

Name of Conference	CPR Recertification for 12 SCPH employees
Name of Sponsor	David Grant
Address	1867 West Market Street
City	Akron
State	OH

### **COST(S)**

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$420	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled:		
	\$ Amount:		
<b>Total Cost of Expenses: \$420</b>			

**TRAVEL OVERVIEW**

Employee Name(s)	Shaleeta Smith
Employee Number(s)	4122
Date Attending	08/11/2021
Date Returning	06/08/2022
Multiple Meetings?	Yes/No: Total # of Meetings: 13
Grant or General Fund?	Grant

Name of Conference	Leadership Akron Signature Class 38
Name of Sponsor	Leadership Akron
Address	
City	Akron
State	OH

**COST(S)**

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$3.875	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled:		
	\$ Amount:		
<b>Total Cost of Expenses: \$3,875</b>			

**TRAVEL OVERVIEW**

Employee Name(s)	Megan Sutherland, Shaleeta Smith
Employee Number(s)	42664122
Date Attending	07/22/2021
Date Returning	08/19/2021
Multiple Meetings?	Yes/No: yes Total # of Meetings: 2
Grant or General Fund?	Grant

Name of Conference	FTFB Baby Shower
Name of Sponsor	
Address	4495 Sterilite St SE.
City	Massillon
State	OH

**COST(S)**

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration		Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled: 160 Amount: \$89.60		
<b>Total Cost of Expenses: \$89.06</b>			

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## *SCHEDULE C - CONTRACTS*

### **A. Clinical Health**

- 1. Adopt Contract No. 140014 amending an agreement between Summit County Combined General Health District and Shelter Care, Inc. to extend the contract until September 30, 2021 to allow for the continuation of youth homeless outreach services** *(pending Prosecutor approval for the period of July 1, 2020 to September 30, 2021 in an amount not to exceed \$68,000.00 payable to Shelter Care, Inc.)*
- 2. Adopt Contract No. 140015 amending an agreement between Summit County Combined General Health District and Harmony House, Inc. to extend the contract until September 30, 2021 to allow for the continuation of youth homeless outreach services** *(pending Prosecutor approval for the period of March 1, 2021 to September 30, 2021 in an amount not to exceed \$34,920.00 payable to Harmony House, Inc.)*
- 3. Adopt Contract No. 140011 authorizing an agreement between Summa Health and Summit County Combined General Health District for the purpose of implementing COVID-19 vaccination and testing events in Social Vulnerability Index communities in Summit County** *(pending Prosecutor approval for the period July 1, 2021 through September 30, 2021 in an amount not to exceed \$105,000.00 payable to Summa Health.)*

### **B. Office of the Health Commissioner**

- 1. Adopt Contract No. 140018 authorizing an amended agreement between the County of Summit and Summit County Combined General Health District for CARES Act funding to perform community testing and vaccinations** *(pending Prosecutor approval for the period August 14, 2020 through December 31, 2021 in an amount not to exceed \$1,400,000.00 payable to SCCGHD.)*

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*SCHEDULE D - FINANCE*



# SUMMIT COUNTY PUBLIC HEALTH

## Monthly Cash Statement As of June 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	\$1,737,931	\$2,156	\$1,740,087
Vital Statistics	\$289,912	\$0	\$289,912
Personal Health Services	\$321,250	\$1,775	\$323,025
Miscellaneous Receipts	\$576,235	\$0	\$576,235
Federal Funds Reimbursement	\$0	\$8,249,779	\$8,249,779
Local Contracts (Including Akron)	\$2,032,911	\$747,607	\$2,780,518
State Fees	\$545,545	\$0	\$545,545
Rental of Property	\$52,581	\$0	\$52,581
<b>TOTAL CASH RECEIPTS</b>	<b>\$7,376,042</b>	<b>\$9,001,317</b>	<b>\$16,377,359</b>
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Salaries	\$1,682,406	\$3,192,013	\$4,874,419
PERS/Workers Comp/Medicare	\$250,437	\$491,183	\$741,620
Health Benefits	\$335,006	\$543,061	\$878,067
Travel	\$43,879	\$7,330	\$51,209
Supplies	\$153,104	\$337,007	\$490,111
Contracts Services/Repairs	\$674,988	\$2,525,404	\$3,200,392
Building Rental	\$14,325	\$65,630	\$79,955
Advertising and Printing	\$16,611	\$64,645	\$81,256
Other Expenses	\$9,627	\$385,159	\$394,786
Equipment	\$134,706	\$134,492	\$269,198
Remittance to State	\$506,305	\$0	\$506,305
Client Services	\$0	\$19,613	\$19,613
<b>TOTAL CASH DISBURSEMENTS</b>	<b>\$3,821,394</b>	<b>\$7,765,537</b>	<b>\$11,586,931</b>
<b>RECEIPTS LESS DISBURSEMENTS</b>	<b>\$3,554,648</b>	<b>\$1,235,780</b>	<b>\$4,790,428</b>
Transfers/Advances-In	\$0	(\$867,584)	(\$867,584)
Transfers/Advances-Out	\$0	\$867,584	\$867,584
Reserve for Encumbrances	\$9,765,322	\$5,099,746	\$14,865,068
<b>FUND BALANCE</b>	<b>\$13,319,970</b>	<b>\$6,335,526</b>	<b>\$19,655,496</b>



# Summit County Public Health

## General Fund Executive Summary

### June 2021 Financial Report

	<u>2020 YTD</u>	<u>2021 YTD</u>	<u>2020 vs 2021</u>
	<u>Actual</u>	<u>Actual</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	1,870,505	1,737,931	(132,574)
Vital Statistics	359,737	289,912	(69,825)
Personal Health Services	389,578	321,250	(68,328)
Miscellaneous Receipts	155,434	576,235	420,801
Federal Funds Reimbursement	13,998	0	(13,998)
Local Contracts (Including Akron)	2,046,463	2,032,911	(13,552)
State Fees	604,687	545,545	(59,142)
Rental of Property	49,242	52,581	3,338
<b>TOTAL CASH RECEIPTS</b>	<b>7,365,505</b>	<b>7,376,040</b>	<b>10,535</b>
<u>Cash Disbursements</u>			
Salaries	2,456,823	1,682,406	(774,417)
PERS/Workers Comp/Medicare	426,059	250,437	(175,622)
Health Benefits	520,052	335,006	(185,047)
Travel	51,743	43,879	(7,863)
Supplies	247,888	153,104	(94,784)
Contracts Services/Repairs	1,598,520	674,988	(923,532)
Building Rental	15,151	14,325	(825)
Advertising and Printing	7,854	16,611	8,757
Other Expenses	13,367	9,627	(3,740)
Equipment	79,077	134,706	55,629
Remittance to State	571,262	506,305	(64,957)
Nuisance Abatement Expense	750	0	(750)
Debt Service-Building	100,261	0	(100,261)
Client Services	379	0	(379)
<b>TOTAL CASH DISBURSEMENTS</b>	<b>6,089,186</b>	<b>3,821,395</b>	<b>(2,267,791)</b>
<b>RECEIPTS LESS DISBURSEMENTS</b>	<b>1,276,319</b>	<b>3,554,645</b>	<b>2,278,326</b>
Transfers/Advances-In (Receipts)	(706,624)	(867,584)	(160,960)
Transfers/Advances-Out (Disbursements)	706,624	867,584	160,960
Reserve for Encumbrances	7,601,986	9,765,322	2,163,336
<b>FUND BALANCE</b>	<b>8,878,305</b>	<b>13,319,967</b>	<b>4,441,662</b>