

**Summit County Combined General Health District
Board of Health Meeting
Wednesday, November 10, 2021 – 5 p.m.
Summit Auditorium – Building A**



MINUTES

Public Conference: 330 926 5796; ID#74883

***Flu vaccinations administered from 4:00 p.m. – 5:00 p.m.
Building A – Conference Room A21***

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

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

C. Board Member Roll Call:

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

Others present: Tonya Block, Tonia Burford, Angela Burgess, Joanne Emery, Brenda Pickle, Donna Skoda and Sandy Waino.

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D. Approval of the Minutes of the Regular Board Meeting

Motion by Mr. Karant, seconded by Ms. Talbott to approve the Board of Health meeting minutes from October 14, 2021.

Approved by voice vote.

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

F. Reading of Schedule E – Late Filings

Motion by Mr. Karant, seconded by Dr. Boex to accept Schedule E – Late Filings:

SCHEDULE A – PERSONNEL

- 1. Approve the promotion of Angela Burgess from Fiscal Officer, full-time, \$45.46 per hour to Director of Administration, full-time, \$55.00 per hour effective November 22, 2021. (Angela started her career with SCPH in 2006 as an Account Clerk and has been promoted into progressively higher level positions of responsibility since that time.)**
- 2. Approve the appointment of Kayla Dean, Public Health Nurse, full-time, \$26.82 per hour effective November 22, 2021 (Kayla is a 2021 graduate of Kent State University and will be working in Communicable Disease.)**

SCHEDULE C – CONTRACTS

- 3. Adopt Contract No. 141054 authorizing an agreement between Summit County Department of Job and Family Services and Summit County Combined General Health District for SCCGHD to provide Healthchek and pregnancy-related services and programs to women and children in Summit County (pending Prosecutor approval for the period of October 1, 2021 through September 30, 2022 in an amount not to exceed \$120,000.00 payable to SCCGHD.)**

Approved by voice vote.

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- 4. Adopt Contract No. 141055 authorizing an amended agreement between County of Summit and Summit County Combined General Health District to operate a needle exchange program for the period April 13, 2020 through December 31, 2022 (pending Prosecutor approval for the period of April 1, 2021 through December 30, 2022 in an amount not to exceed \$180,000.00 payable to SCCGHD.)**

Approved by voice vote.

- G. Motion by Dr. Boex, seconded by Dr. Gill to adopt Resolution No. 030-21, 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.

H. Health Commissioner's Report

- 1. Erica Bojicic v. Michael DeWine (Summit)(Claim No.: PEP023612A1) (File #: 210084.)**
Ms. Skoda reported this is the lawsuit for shutting down dance studios. PEP (Public Entities Pool), our insurance collectively went with a law firm in Cleveland and the case was dismissed. PEP is seeking sanctions against the plaintiffs' attorneys per the judge's recommendation. Will know in two months if there is an appeal.
- 2. H.B. 463** – *Basically was to eliminate District Advisory Councils and put Boards of Health under County Commissioners. SCPH would be under the County Executive. We would then have a five-member board with particular seats filled. This originated out of Lawrence County. It came out of committee and today pulled off the agenda. AOHC, The Ohio Township Association, The Ohio Municipal League and the Mayors Alliance are working on their positions. The only concern for DAC is 15 to 20 years ago, CCAO (County Commissioners Association of Ohio) had in their strategic plan to gain control of local health districts. The initial conversation with CCAO indicated they are supportive of some elected officials on Boards of Health, but not necessarily all Board of Health elected officials.*

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3. The Finance & Personnel Committee will meet immediately after the November 10, 2021 Board meeting in the Boardroom.

4. Fiscal Report

a) COVID-19 Rolling Expense Report *(See Enclosure.) – Ms. Burgess reported no additional funding has been received from ODH. ODH advised there would be additional funding.*

b) Motion by Ms. Clark, seconded by Mr. Karant , to adopt Resolution No. 031-21 entitled, “Resolution Authorizing Then and Now Certificate.”

| <u>Vendor</u> | <u>Amount</u> | <u>Description</u> |
|----------------------------------|---------------|----------------------------|
| Paul Brooks Publishing Co., Inc. | \$4,107.30 | Contract for ASQ Screening |

Approved by voice vote.

5. Policy and Legislation – No Report.

I. Environmental Report

1. Second Reading of Resolution No. ___-21 entitled, “Resolution Adopting an Environmental Fee Schedule for the Year 2022 and Declaring an Emergency” effective January 1, 2022 *(See Enclosure.) Ms. Burford reported an annual licensing council meeting was held October 27, 2021. The licensing council made a motion to support the approval of the fees. An annual public meeting was also held with no public attendance.*

2. Motion by Ms. Clark, seconded by Mr. Karant, to approve the Maternity Licensure for Cleveland Clinic Akron General, 1 Akron General Avenue, Akron, OH, 44307 *(See Enclosure.) Ms. Burford reported the Ohio Department of Health does a review of the state maternity wards. Environmental does a review of any of the licensed facilities or inspections done at the facilities. ODH does infection control portion. Nothing out of substantial compliance and recommend approval.*

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Roll Call Vote:

Patricia Billow (Aye); Dr. James Boex (Aye); Todd Burdette (Aye); Lynn Clark (Aye); Dr. Kimberly Cook (Aye); Dr. Roberta DePompei (Aye); Dr. Kristine Gill (Aye); Dan Karant (Aye); Dr. Gayleen Kolazcewski (Aye); Dr. Alexandra Mamonis (Aye); Jeffrey Snell (Aye); Karen Talbott (Aye).

Motion carried.

J. Clinical Health/Medical Director's Report

- 1. First Reading of Resolution No. __-21 entitled, "Resolution Adopting a Clinical Health Fee Schedule for the Year 2022 and Declaring an Emergency" effective January 17, 2022 (See Enclosure.) Ms. Emery advised dental fee adjustments.**
- 2. Communicable Disease Report (See Enclosure.)**
- 3. Influenza Surveillance Report (See Enclosure.)**
- 4. Vector Borne Disease Report – Final 2021 Report (See Enclosure.)**

K. Miscellaneous Business – Mr. Snell recommend a letter to legislators and sponsors of H.B. 463 that advises due to SCPH uniqueness as a county and how SCPH represents a cross section , H.B. 463 isn't adaptable to SCPH.

- 1. Motion by Mr. Snell, seconded by Ms. Clark, to adjourn into Executive Session at 5:20 p.m.:**
 - c) 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).**
 - d) 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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Roll Call Vote:

Patricia Billow (Aye), Todd Burdette (Aye), Dr. Kimberly Cook (Aye); Lynn Clark (Aye), Dr. Roberta DePompei (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Karen Talbott (Aye).

Motion by Mr. Snell, seconded by Ms. Clark, to reconvene from Executive Session at 6:35 p.m.

Patricia Billow (Aye), Todd Burdette (Aye), Dr. Kimberly Cook (Aye); Lynn Clark (Aye), Dr. Roberta DePompei (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Karen Talbott (Aye).

Motion carried.

Motion by Mr. Snell, seconded by Ms. Clark, to immediately amend the policies of the Board of Health to include the language in the proposed Bylaw Amendments of the Summit County Combined General Health District effective immediately until the full Board of Health review and approval of the proposed Bylaw Amendments expected on January 13, 2022 (amended changes discussed November 10, 2021; amendments forwarded to the Board of Health and posted to the Board website on November 18, 2021 with adoption expected January 13, 2021 [See Enclosure].)

Motion carried.

L. The Meeting of the Board of Health adjourned at 6:37 p.m.

Handwritten signature of Dan N. Skow in blue ink.

Secretary

Handwritten signature of Roberta DePompei in blue ink.

President

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SCHEDULE A - PERSONNEL

See Schedule E - Late Filings



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SCHEDULE B--EMPLOYEE TRAINING AND TRAVEL

NOVEMBER TRAINING AND TRAVEL REPORT 2021

TRAVEL OVERVIEW

| | |
|------------------------|--------------------------------------|
| Employee Name(s) | Kristi Kato |
| Employee Number(s) | 1096 |
| Date Attending | 11/10/2021 |
| Date Returning | 11/10/2021 |
| Multiple Meetings? | Yes/No: NO Total # of Meetings: 1 |
| Grant or General Fund? | Grant |

| | |
|--------------------|--|
| Name of Conference | Adult And Pediatric First Aid/CPR/AED-BL Certification |
| Name of Sponsor | Rootstown Fire Department/ NEOMED |
| Address | 4152 Tallmadge Rd |
| City | Rootstown |
| State | OH |

COST(S)

| | | | |
|------------------------------------|-----------------------------------|---------------------|--------------|
| Airfare & Luggage | 0 | Lodging | 0 |
| Shuttle/Rideshare | 0 | Meals | Date:: |
| Parking &/or Tolls | 0 | | # of meals:: |
| Registration | 0 | Total Cost of Meals | 0 |
| Mileage \$.56/mile | Miles traveled: 0 \$ Amount: 0 | | |
| Total Cost of Expenses: \$0 | | | |

TRAVEL OVERVIEW

| | |
|------------------------|--|
| Employee Name(s) | Nicole Bradley |
| Employee Number(s) | 2190 |
| Date Attending | 11/15/2021 |
| Date Returning | 11/15/2021 |
| Multiple Meetings? | Yes/No: no Total # of Meetings: 1 - date is estimated |
| Grant or General Fund? | Grant |

| | |
|--------------------|---|
| Name of Conference | Cleveland Air Lab (to borrow monitoring equipment) |
| Name of Sponsor | Cleveland Air Pollution Control |
| Address | Lab associated with Cleveland Department of Public Health |
| City | Cleveland |
| State | OH |

COST(S)

| | | | |
|--|-------------------------------|---------------------|---|
| Airfare & Luggage | | Lodging | |
| Shuttle/Rideshare | | Meals | Date:: # of meals:: Total \$ amount for day:: |
| Parking &/or Tolls | \$10.00 | | |
| Registration | | Total Cost of Meals | |
| Mileage \$.56/mile | Miles traveled: \$ Amount: | | |
| Total Cost of Expenses: \$10.00 | | | |

MULTIPLE MEETINGS

TRAVEL OVERVIEW

| | |
|------------------------|--|
| Employee Name(s) | Chiffawn Dawkins, Megan Sutherland, Shaleeta Smith, Vanessa Willaman, Imani Lucas, Darci Jackson |
| Employee Number(s) | 4164, 4266, 4122, 4368, 4376, 4166 |
| Date Attending | 11/12/2021 |
| Date Returning | 11/12/2022 |
| Multiple Meetings? | Yes/No: Yes Total # of Meetings: 20 |
| Grant or General Fund? | Grant |

| | |
|--------------------|------------------------------|
| Name of Conference | MKC Monthly Diaper Donations |
| Name of Sponsor | MKC |
| Address | 6961 Southern Blvd |
| City | Youngstown |
| 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: Amount: \$0 | | |
| Total Cost of Expenses: \$0.00 | | | |

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SCHEDULE C - CONTRACTS

CLINICAL HEALTH

- 1. Adopt Contract No. 141047 authorizing an agreement between the Alzheimer's Association and Summit County Combined General Health District for technical support and implementation of the Healthy Brain Road Map strategies (pending Prosecutor approval for the period of October 1, 2021 through November 30, 2022 in an amount not to exceed \$48,000.00 payable to SCCGHD.)**
- 2. Adopt Contract No. 141048 authorizing an agreement between Shelter Care, Inc. and Summit County Combined General Health District to provide housing and outreach support to homeless youth and homeless pregnant youth ages 14 to 24 awarded from the Bureau of Maternal and Child Health at the Ohio Department of Health (pending Prosecutor approval for the period November 1, 2021 through June 30, 2022 in an amount not to exceed \$55,000.00 payable to Shelter Care, Inc.)**
- 3. Adopt Contract No. 141049 authorizing an agreement between Harmony House, Inc. and Summit County Combined General Health District to provide housing and outreach support to homeless youth and homeless pregnant youth ages 14 to 24 awarded from the Bureau of Maternal and Child Health at the Ohio Department of Health (pending Prosecutor approval for the period November 1, 2021 through June 30, 2022 in an amount not to exceed \$34,000.00 payable to Harmony House, Inc.)**
- 4. Adopt Contract No. 141046 authorizing an amended agreement between Summit County Department of Job and Family Services and Summit County Combined General Health District to extend the contract period until December 31, 2021 and allow continuation of pregnancy and parenting supportive services/resources to TANF eligible clients in Summit County; funding awarded from Summit County Department of Job and Family Services (pending Prosecutor approval for the period June 1, 2021 through December 31, 2021 in an amount not to exceed \$75,000.00 payable to SCCGHD.)**

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SCHEDULE C - CONTRACTS

OFFICE OF THE HEALTH COMMISSIONER

- 1. Adopt Contract No. 141051 authorizing an agreement between Akron Children's Hospital and Summit County Combined General Health District to support community initiatives that will provide COVID-19 vaccinations to school age children between the ages of five and seventeen years of age within Summit County (pending Prosecutor approval for the period November 1, 2021 through December 30, 2021 in an amount not to exceed \$140,143.00 payable to Akron Children's Hospital.)**

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SCHEDULE D - FINANCE



SUMMIT COUNTY PUBLIC HEALTH

Cash Statement As of October 31, 2021

| <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 | \$204,339 | \$0 | \$204,339 |
| Environmental Health Fees | \$2,514,790 | \$189,300 | \$2,704,090 |
| Vital Statistics | \$477,927 | \$0 | \$477,927 |
| Personal Health Services | \$506,014 | \$3,622 | \$509,636 |
| Miscellaneous Receipts | \$576,298 | \$89 | \$576,387 |
| Federal Funds Reimbursement | \$9,404 | \$12,062,827 | \$12,072,231 |
| Local Contracts (Including Akron) | \$3,437,377 | \$831,014 | \$4,268,391 |
| State Fees | \$851,974 | \$0 | \$851,974 |
| Rental of Property | \$87,801 | \$0 | \$87,801 |
| TOTAL CASH RECEIPTS | \$11,896,599 | \$13,086,852 | \$24,983,451 |
| <u>Cash Disbursements</u> | <u>General Fund</u> | <u>Special Revenue</u> | <u>Total</u> |
| Salaries | \$3,330,832 | \$4,884,256 | \$8,215,088 |
| PERS/Workers Comp/Medicare | \$501,948 | \$746,368 | \$1,248,316 |
| Health Benefits | \$647,568 | \$849,043 | \$1,496,611 |
| Travel | \$65,820 | \$12,453 | \$78,273 |
| Supplies | \$366,608 | \$745,014 | \$1,111,622 |
| Contracts Services/Repairs | \$1,159,453 | \$3,729,282 | \$4,888,735 |
| Building Rental | \$36,236 | \$101,523 | \$137,759 |
| Advertising and Printing | \$18,042 | \$213,145 | \$231,187 |
| Other Expenses | \$100,078 | \$393,407 | \$493,485 |
| Equipment | \$193,778 | \$145,390 | \$339,168 |
| Remittance to State | \$938,129 | \$0 | \$938,129 |
| Nuisance Abatement Expense | \$1,540 | \$0 | \$1,540 |
| Client Services | \$0 | \$27,321 | \$27,321 |
| TOTAL CASH DISBURSEMENTS | \$7,360,032 | \$11,847,202 | \$19,207,234 |
| RECEIPTS LESS DISBURSEMENTS | \$4,536,567 | \$1,239,650 | \$5,776,217 |
| Transfers/Advances-In | (\$2,421,282) | (\$944,514) | (\$3,365,796) |
| Transfers/Advances-Out | \$0 | \$4,515,313 | \$4,515,313 |
| Reserve for Encumbrances | \$9,765,322 | \$5,099,746 | \$14,865,068 |
| FUND BALANCE | \$16,723,171 | \$2,768,597 | \$19,491,768 |



Summit County Public Health

General Fund Executive Summary

October 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 | 3,230,675 | 3,230,675 | 0 |
| State Subsidy | 260,523 | 204,339 | (56,184) |
| Environmental Health Fees | 2,555,091 | 2,514,790 | (40,301) |
| Vital Statistics | 572,580 | 477,927 | (94,653) |
| Personal Health Services | 547,250 | 506,014 | (41,236) |
| Miscellaneous Receipts | 160,982 | 576,298 | 415,316 |
| Federal Funds Reimbursement | 27,732 | 9,404 | (18,329) |
| Local Contracts (Including Akron) | 3,427,635 | 3,437,377 | 9,742 |
| Nuisance Abatement Revenue | 0 | 0 | 0 |
| State Fees | 923,616 | 851,974 | (71,641) |
| Rental of Property | 83,820 | 87,800 | 3,981 |
| TOTAL CASH RECEIPTS | 11,789,904 | 11,896,599 | 106,695 |
| <u>Cash Disbursements</u> | | | |
| Salaries | 3,737,454 | 3,330,832 | (406,622) |
| PERS/Workers Comp/Medicare | 679,395 | 501,948 | (177,447) |
| Health Benefits | 764,272 | 647,568 | (116,704) |
| Travel | 69,576 | 65,820 | (3,756) |
| Supplies | 298,472 | 366,608 | 68,136 |
| Contracts Services/Repairs | 2,152,507 | 1,159,453 | (993,054) |
| Building Rental | 25,251 | 36,236 | 10,985 |
| Advertising and Printing | 7,687 | 18,042 | 10,354 |
| Other Expenses | 85,667 | 100,078 | 14,410 |
| Equipment | 143,731 | 193,778 | 50,047 |
| Remittance to State | 1,068,304 | 938,129 | (130,175) |
| Nuisance Abatement Expense | 850 | 1,540 | 690 |
| Debt Service-Building | 100,261 | 0 | (100,261) |
| Client Services | 379 | 0 | (379) |
| TOTAL CASH DISBURSEMENTS | 9,133,806 | 7,360,031 | (1,773,776) |
| RECEIPTS LESS DISBURSEMENTS | 2,656,097 | 4,536,568 | 1,880,471 |
| Transfers/Advances-In (Receipts) | (2,421,283) | (2,421,282) | 1 |
| Transfers/Advances-Out (Disbursements) | 0 | 0 | 0 |
| Reserve for Encumbrances | 7,601,986 | 9,765,322 | 2,163,336 |
| FUND BALANCE | 12,679,367 | 16,723,172 | 4,043,806 |

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SCHEDULE E - LATE FILINGS

SCHEDULE A - PERSONNEL

- 1. Approve the promotion of Angela Burgess from Fiscal Officer, full-time, \$45.46 per hour to Director of Administration, full-time, \$55.00 per hour effective November 22, 2021.** *(Angela started her career with SCPH in 2006 as an Account Clerk and has been promoted into progressively higher level positions of responsibility since that time.)*
- 2. Approve the appointment of Kayla Dean, Public Health Nurse, full-time, \$26.82 per hour effective November 22, 2021** *(Kayla is a 2021 graduate of Kent State University and will be working in Communicable Disease.)*

SCHEDULE C - CONTRACTS

- 1. Adopt Contract No. 141054 authorizing an agreement between Summit County Department of Job and Family Services and Summit County Combined General Health District for SCCGHD to provide Healthchek and pregnancy-related services and programs to women and children in Summit County** *(pending Prosecutor approval for the period of October 1, 2021 through September 30, 2022 in an amount not to exceed \$120,000.00 payable to SCCGHD.)*
- 2. Adopt Contract No. 141055 authorizing an amended agreement between County of Summit and Summit County Combined General Health District to operate a needle exchange program for the period April 13, 2020 through December 31, 2022** *(pending Prosecutor approval for the period of April 1, 2021 through December 30, 2022 in an amount not to exceed \$180,000.00 payable to SCCGHD.)*