

**Summit County Combined General Health District
Board of Health Meeting
Thursday, September 9, 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:

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

Others Present: Donna Skoda, Tonya Block, Tonia Burford, Angela Burgess, Joanne Emery, Stephen Gronow, Brenda Pickle, Alison Rogalski, and Dr. Erika Sobolewski.

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D. Approval of the Minutes of the Regular Board Meeting

Motion by Ms. Talbott, seconded by Mr. Karant to approve the Board of Health meeting minutes from August 12, 2021.

Approved by voice vote.

E. Public and Staff Comments (three minute maximum.) – Mr. Karant thanked Sam Rubens for the fantastic virtual speech recently given to the Norton Kiwanis.

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

Motion by _____, seconded by _____ to accept Schedule E – Late Filings:

G. Motion by _____, seconded by _____ to adopt Resolution No. 022-21, 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. Motion by Mr. Cugini, seconded by Ms. Clark, to adopt Resolution No. 023-21, entitled Resolution amending the list of holidays in year 2021 adding Juneteenth (June 19) as an official holiday for Summit County Public Health employees to commemorate the ending of slavery in the United States with observance in 2021 on Friday, November 12, 2021 and thereafter on actual date of observance beginning in calendar year 2022.

Approved by voice vote.

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- 2. Motion by Ms. Clark, seconded by Dr. Gill, to move the November Board of Health meeting from Thursday, November 11 (Veteran's Day) to Wednesday, November 10, 2021.**

Approved by voice vote.

- 3. Proposed Amendment to Board of Health Bylaws (See Enclosure; Revisions posted 9/7/21.)** *Mr. Cugini restructured committee language. Revisions adopted at October 14, 2021 Board meeting. Email Mr. Cugini with questions. Ms. Clark questioned the Health Commissioner selects the Finance & Personnel Committee members. Section 4: Authority of the Health Commissioner states the Health Commissioner has the sole authority to recommend the creation of new positions to the Finance & Personnel Committee.*
- 4. Ohio Nurses Association Agreement** – *Ms. Skoda reported language was a me too clause for raises; no separate amount of money or raises; language added for paternity/maternity leave; one-year probation for nurses was revised to nine-month probation; any layoff of a nurse was revised to a two-year callback rather than a one-year callback. Ms. Skoda thanked Tonya Block, Angela Burgess and Kerri Keller, Legal Counsel from Brouse and all that worked long nights to complete the agreement.*

Motion by Ms. Talbott, seconded by Ms. Clark to adopt Resolution No. 024-21 authorizing the Health Commissioner to approve the agreement between the Ohio Nurses Association and the Board of Health of the Summit County Combined General Health District effective September 4, 2021 through September 3, 2024.

Approved by voice vote.

- 5. Board of Health Educational Program** – *Videos will be posted to the Board website.*
- 6. The Environmental Health Committee will meet immediately after the October 14, 2021 Board meeting in the Boardroom.**
- 7. The Personnel & Finance Committee will meet immediately after the Wednesday, November 10, 2021 Board meeting in the Boardroom.**

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8. Fiscal Report.

- a) COVID-19 Rolling Expense Report** *(See Enclosure.) Ms. Burgess advised a deficit of \$600,000.00 if no additional state funding received and anticipated COVID surge. Ms. Skoda thanked Angela Burgess and Chris Barker for their work on public assistance dollars through FEMA. It was quite an ordeal to submit. Successfully completed the process due to the diligence of Ms. Burgess and Mr. Barker.*

9. Policy and Legislation – No Report.

I. Environmental Report

- 1. Motion by Ms. Clark, seconded by Mr. Karant, to adopt Resolution No. 025-21 approving and granting the issuance of a variance for Jeff Hornak at 4159 Melcher Avenue, New Franklin, Parcel I.D. 26-00582, Summit County, Ohio, 44319 for the approval to construct a new private water system** *(See Enclosures.)*

Approved by voice.

J. Clinical Health/Medical Director's Report

- 1. Communicable Disease Report** *(See Enclosure.)*
- 2. Vector Borne Disease Report** *(See Enclosure.)*
- 3. COVID Update** – *As of August, 2021 there were 3,082 cases. In August, 2020 there were 1,380; peaking earlier this year. CDU pulled staff and they are working hard. ICU beds at 88% occupancy. Locally focusing on vaccination efforts and continuing to support first, second doses and entertain third doses for immunocompromised. Pushing out test kits at Vital Statistics window; area libraries and community events. Preparing for booster shots. Flu shots are coming by end of October. CDC encouraging everyone to get vaccinated by the end of October. Boosters are currently unknown. Vaccination rates: 81.4% for 65 and older; 62% for those 17-64; 47% for 12-17 years of age. Vaccination numbers increased due to the \$100 gift card incentive. Dr. DePompei questioned if there is a benefit to sending out a news release on boosters? Mr. Sommerville questioned government officials giving money for vaccinations in neighborhoods. Ms. Skoda replied she received a call from the Governor's Office asking us to do black elected official marketing as a different approach in the community. Walked around and offered first doses in neighborhoods to get vaccinated. Five people vaccinated in two hours.*

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K. Miscellaneous Business

Ms. Skoda advised Karen Talbott has been awarded the Lieberth Community Vision Award. A table has been purchased from the awards breakfast on Thursday, November 4 at 7:30 a.m. at the John S. Knight Center. RSVP to bpickle@scph.org by September 27, 2021.

Mr. Snell discussed the passing of Boyd Marsh, previous Health Commissioner and his contributions to the community and the health district. Ms. Skoda advised he constantly sent encouraging words via email. Mr. Snell stated he was honest, sincere and kind and a rare find and will be deeply missed. Ms. Skoda advised a donation will be made to Ardmore on behalf of the Board.

Binax test kits distributed to the Board members. Currently, 10,000 have been distributed to the community.

No Executive Session.

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~~**
- ~~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. Alexandra 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 (),~~


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~~Dominic Cugini (), Dr. Roberta DePompei (), Dr. Kristine Gill (),
Dan Karant (), Dr. Gayleen Kolazcewski (), Michelle Krysinski (),
Dr. Alexandra Mamonis (), Leon Ricks (), Jeffrey Snell (),
Marco Sommerville (), Karen Talbott (), and Sheila Williams ().~~

L. The meeting of the Board of Health adjourned at 5:45 p.m.


Secretary


President

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SCHEDULE A – PERSONNEL

- 1. Approve the promotion of Leah Webb, Clinical Health Supervisor, \$36.77 per hour effective August 30, 2021** *(Leah is a RN and will supervise the Nurse Family Partnership Program in Clinical Health.)*
- 2. Approve the appointment of Shanae Moss, Outreach Specialist, \$18.34 per hour effective August 30, 2021** *(Shanae will work on the Harm Reduction Program in Clinical Health.)*
- 3. Approve the appointment of Anna (Anya) Parr, Public Health Nurse, \$27.09 per hour effective September 13, 2021** *(Anna is a Registered Nurse and will work in Clinical Health with the Nurse-Family Partnership Program.)*
- 4. Approve the appointment of Imani Lucas, Outreach Specialist, \$18.34 per hour effective September 13, 2021** *(Imani is a graduate from Kent State University and will work in Clinical Health with the Moms Quit for Two and Healthcheck programming.)*
- 5. Approve the resignation of Joseph Browning, Emergency Preparedness Planner, effective September 2, 2021** *(Joseph has been with SCPH working in the Emergency Preparedness program since January 7, 2019.)*
- 6. Approve the resignation of Brian Ng, Registered Environmental Health Specialist, effective September 2, 2021** *(Brian has been with SCPH working in the Environmental Health Division since January 27, 2014.)*
- 7. Approve the resignation of Ndidi Edeh, Epidemiology Coordinator, effective September 9, 2021** *(Ndidi has been with SCPH working in the Clinical Health Division since February 20, 2018.)*
- 8. Approve the resignation of Sandy Knezevich, Office Manager, effective September 3, 2021** *(Sandy has been with SCPH working in the Clinical Health Division since April 2, 2007.)*
- 9. Approve the resignation of Ashley Tucker, Medical Assistant, effective August 20, 2021** *(Ashley has been with SCPH working in the Clinical Health Division since March 29, 2021.)*

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SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL

SEPTEMBER TRAINING AND TRAVEL REPORT 2021

TRAVEL OVERVIEW

Employee Name(s)	Jessie Wingert
Employee Number(s)	3259
Date Attending	10/21/2021
Date Returning	10/21/2021
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Health Educators Institute
Name of Sponsor	Ohio Society for Public Health Education
Address	Virtual Conference
City	
State	

COST(S)

Airfare & Luggage	0	Lodging	0
Shuttle/Rideshare	0	Meals	Date::
Parking &/or Tolls	0		# of meals::
Registration	\$67.50	Total Cost of Meals	0
Mileage \$.56/mile	Miles traveled: 0 \$ Amount: 0		
Total Cost of Expenses: \$67.50			

TRAVEL OVERVIEW

Employee Name(s)	Kirsten Bown, Deborah Flack, Luanne Holliday, Elaine Roberts
Employee Number(s)	3267, 3137, 3290, 3216
Date Attending	10/01/2021
Date Returning	10/01/2021
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Akron Children's' Lactation Conference (Virtual)
Name of Sponsor	
Address	214 Bowery St
City	akron
State	Ohio

COST(S)

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$400.00	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled: \$ Amount		
Total Cost of Expenses: \$400.00			

MULTIPLE MEETINGS

TRAVEL OVERVIEW

Employee Name(s)	Donna Skoda, Tonya Block, Tonia Burford, Erika Sobolewski, Joanne Emery, Angela Burgess
Employee Number(s)	1087, 1117, 2191, 4229, 3307, and 1110
Date Attending	09/13/2021
Date Returning	09/15/2021
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 3
Grant or General Fund?	General Fund

Name of Conference	Association of Ohio Health Commissioners Fall Conference
Name of Sponsor	AOHC
Address	Virtual Conference
City	
State	

COST(S)

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$1,870.00	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled: 0 \$ Amount: 0		
Total Cost of Expenses: \$1,870.00			

TRAVEL OVERVIEW

Employee Name(s)	Otis Arnold, Nicole Bradley, Julie Hardgrove, Andrew Harris, Lee Ann Hinkle, Joe Kollar, Desaree Masters, Brianna Olexa, Sanimma Ouedraogo, Matthew Shutte, Steven Smith
Employee Number(s)	Multiple
Date Attending	10/12/2021
Date Returning	10/13/2021
Multiple Meetings?	Yes/No: no Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Northeast District OEHA
Name of Sponsor	
Address	8971 Wilcox Dr
City	Twinsburg
State	Oh

COST(S)

Airfare & Luggage		Lodging	
Shuttle/Rideshare		Meals	Date::
Parking &/or Tolls			# of meals::
Registration	\$1,115.00	Total Cost of Meals	Total \$ amount for day::
Mileage \$.56/mile	Miles traveled:		
	\$ Amount:		
Total Cost of Expenses: \$1,115.00			

TRAVEL OVERVIEW

Employee Name(s)	Alison Rogalski
Employee Number(s)	3035
Date Attending	
Date Returning	
Multiple Meetings?	Yes/No: Yes Total # of Meetings: 12
Grant or General Fund?	General Fund

Name of Conference	Environmental Resources Technical Advisory Committee (ERTAC)
Name of Sponsor	City of Canton, Water Reclamation
Address	3530 Central Avenue SE
City	Canton
State	Ohio

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:		
Total Cost of Expenses: \$0			

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SCHEDULE C - CONTRACTS

A. Clinical Health

- 1. Adopt Contract No. 141024 authorizing an agreement between the Ohio Department of Health and Summit County Combined General Health District for the integration of falls risk assessments for admissions of older adults through Summa Health Center emergency rooms and subsequent referrals to Area Agency on Aging 10b evidence-based falls prevention programming (pending Prosecutor approval for the period August 15, 2021 through April 30, 2022 in an amount not to exceed \$60,000.00 payable to SCCGHD.)**
- 2. Adopt Contract No. 141033 authorizing an amended 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 within Summit County (pending Prosecutor approval for the period July 1, 2021 through December 31, 2021 in an amount not to exceed \$140,000.00 payable to Summa Health.)**

B. Environmental Health

- 1. Adopt Contract No. 141030 authorizing an amended agreement between the Ohio EPA and Summit County Combined General Health District for the Akron Regional Air Quality Management District for air pollution control services (pending Prosecutor approval for the period October 1, 2021 through June 30, 2023 in amount of not to exceed \$2,151,323.00 payable to SCCGHD.)**
- 2. Adopt Contract No. 141031 authorizing an amended agreement between the Ohio EPA and Summit County Combined General Health District for the Akron Regional Air Quality Management District for air pollution control services (pending Prosecutor approval for the period October 1, 2019 through September 30, 2021 in an amount not to exceed \$2,379,905.00 payable to SCCGHD.)**

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SCHEDULE C - CONTRACTS

C. Support Services

- 1. Adopt Contract No. 141032 authorizing an agreement between the LRC Realty dba Arlington Plaza Associates LLC and Summit County Combined General Health District for leasing Unit 28 at 1400 South Arlington Street, Akron, Ohio (pending Prosecutor approval for the period October 1, 2021 through September 30, 2026 in an amount not to exceed \$305,412.60 [\$61,082.52 annually/\$5,090.21 monthly] payable to LRC Realty.)**

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SCHEDULE D - FINANCE



SUMMIT COUNTY PUBLIC HEALTH

Monthly Cash Statement As of August 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	\$1,996,630	\$144,938	\$2,141,568
Vital Statistics	\$382,790	\$0	\$382,790
Personal Health Services	\$390,234	\$2,502	\$392,736
Miscellaneous Receipts	\$578,244	\$0	\$578,244
Federal Funds Reimbursement	\$9,404	\$10,926,783	\$10,936,187
Local Contracts (Including Akron)	\$2,745,114	\$790,795	\$3,535,909
State Fees	\$699,629	\$0	\$699,629
Rental of Property	\$70,329	\$0	\$70,329
TOTAL CASH RECEIPTS	\$8,692,051	\$11,865,018	\$20,557,069
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Salaries	\$2,468,936	\$3,914,121	\$6,383,057
PERS/Workers Comp/Medicare	\$370,534	\$597,971	\$968,505
Health Benefits	\$478,599	\$678,275	\$1,156,874
Travel	\$54,956	\$9,964	\$64,920
Supplies	\$288,475	\$604,751	\$893,226
Contracts Services/Repairs	\$972,204	\$3,185,918	\$4,158,122
Building Rental	\$20,201	\$95,042	\$115,243
Advertising and Printing	\$16,611	\$92,314	\$108,925
Other Expenses	\$11,788	\$391,643	\$403,431
Equipment	\$162,013	\$138,857	\$300,870
Remittance to State	\$728,461	\$0	\$728,461
Nuisance Abatement Expense	\$1,540	\$0	\$1,540
Client Services	\$0	\$27,321	\$27,321
TOTAL CASH DISBURSEMENTS	\$5,574,318	\$9,736,177	\$15,310,495
RECEIPTS LESS DISBURSEMENTS	\$3,117,733	\$2,128,841	\$5,246,574
Transfers/Advances-In	\$0	(\$944,514)	(\$944,514)
Transfers/Advances-Out	\$0	\$2,094,031	\$2,094,031
Reserve for Encumbrances	\$9,765,322	\$5,099,746	\$14,865,068
FUND BALANCE	\$12,883,055	\$6,079,070	\$18,962,125



Summit County Public Health

General Fund Executive Summary

August 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	2,087,223	1,996,630	(90,593)
Vital Statistics	493,033	382,790	(110,243)
Personal Health Services	446,034	390,234	(55,801)
Miscellaneous Receipts	155,577	578,244	422,667
Federal Funds Reimbursement	26,242	9,404	(16,839)
Local Contracts (Including Akron)	2,053,037	2,745,114	692,077
State Fees	796,349	699,629	(96,720)
Rental of Property	66,372	70,329	3,956
TOTAL CASH RECEIPTS	7,999,729	8,692,050	692,321
<u>Cash Disbursements</u>			
Salaries	3,277,347	2,468,936	(808,411)
PERS/Workers Comp/Medicare	609,693	370,534	(239,159)
Health Benefits	661,825	478,599	(183,226)
Travel	60,354	54,956	(5,399)
Supplies	255,235	288,475	33,240
Contracts Services/Repairs	1,885,080	972,204	(912,877)
Building Rental	20,201	20,201	0
Advertising and Printing	8,322	16,611	8,289
Other Expenses	84,567	11,788	(72,779)
Equipment	109,793	162,013	52,221
Remittance to State	836,032	728,461	(107,571)
Nuisance Abatement Expense	850	1,540	690
Debt Service-Building	100,261	0	(100,261)
Client Services	379	0	(379)
TOTAL CASH DISBURSEMENTS	7,909,939	5,574,317	(2,335,622)
RECEIPTS LESS DISBURSEMENTS	89,791	3,117,734	3,027,943
Transfers/Advances-In (Receipts)	(2,421,283)	0	2,421,283
Transfers/Advances-Out (Disbursements)	0	0	0
Reserve for Encumbrances	7,601,986	9,765,322	2,163,336
FUND BALANCE	10,113,060	12,883,056	2,769,996