



**HURON COUNTY BOARD OF HEALTH MEETING**  
June 9, 2022, at 1:00 PM  
In Person

**Present:** Kathleen Butler, Dr. James Gottfried, Jeremy Loose, Greg Polachek, Dane Howard

**Absent:** Kimberly Stults, Lisa Nedolast, Lisa Reer, Ron Robinson

**HCPH Staff:** Tim Hollinger, Karen Boose, Nicole Marks, Christina Cherry, Eric Cherry

**Guest(s):** Matt Roche-Norwalk Ohio News

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on June 9th, 2022 in person at the MAC in Monroeville. Board President, Dr. James Gottfried requested a roll call. Mrs. Marks completed a roll call. Dr. Gottfried called the meeting to order at 1:03 pm with quorum present.

Dr. Gottfried opened the meeting with public comment period. With no public comments, Dr. Gottfried proceeded with action items.

Dr. Gottfried presented Resolution 2022-54, a resolution to approve the minutes from the May 2022 regular Board meeting. Dr. Gottfried had one correction to the minutes, Dane Howard was present. Dr. Gottfried requested a motion to adopt Resolution 2022-54. Mrs. Butler made a motion to approve the minutes from the May 2022 regular Board of Health Meeting, as mailed/mailed. Mr. Polachek seconded the motion. The motion carried unanimously.

Dr. Gottfried presented Resolution 2022-55, a resolution to approve the payment of the monthly expenditures with prior approval. Dr. Gottfried requested a motion to present Resolution 2022-55. Mr. Loose made a motion to approve the payment of the monthly expenditures with prior approval. Mrs. Butler seconded the motion. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-56, Request to update environmental technician position description. Dr. Gottfried requested a motion to adopt Resolution 2022-56. Mr. Cherry offered further information about the position. Environmental Health developed the position description in 2018 and the position has evolved since then. Mr. Polachek made a motion to approve Resolution 2022-56. Mrs. Butler seconded the motion. The motion carried unanimously.

Dr. Gottfried presented Resolution 2022-57, Request the consolidation of 2021 and 2022 WPCLF grant applications. Dr. Gottfried requested a motion to adopt Resolution 2022-57. Mr. Howard made a motion to approve Resolution 2022-57. Mr. Loose seconded the motion. Mr. Cherry gave further information on Resolution 2022-57. Due to covid we are slightly behind and in effort to catch up, we can combine application cycles. We can readvertise and make people re-apply but we are going to have more applications than the funding we have available. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-58, Request to purchase chairs and tables for new conference room. Dr. Gottfried requested a motion to present Resolution 2022-58. Mr. Polachek seconded the motion. Mr. Hollinger gave further information on resolution 2022-58. We would need 30 chairs priced at a total of \$4,050 and 10 tables totaling \$2,360. The chairs will be the same as previously purchased and the tables are narrower so we can fit more rows. The new tables do not have wheels but collapse. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-59, Request to purchase two generators. Dr. Gottfried requested a motion to present Resolution 2022-59. Mr. Loose made a motion to accept Resolution 2022-59, to purchase two generators. Mrs. Butler seconded the motion. Mr. Hollinger gave further information on Resolution 2022-59. In Willard we would need a generator for the vaccine refrigerator. The middle section and conference room also are in need of a generator in Norwalk to be the most efficient in the event of a power outage. The motion carried on a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-60, Request to contract with T2 Honors Academy for school nursing services. Dr. Gottfried requested a motion to present Resolution 2022-60. Mr. Polachek made a motion to approve Resolution 2022-60, contract with T2 Honors Academy for school nursing contract. Mr. Loose seconded the motion. Mrs. Cherry gave further information on resolution 2022-60. The contract would be the same as this year with the same terms at \$50 an hour for nurses which includes travel time as well. The contract would be in effect for the 2022-23 school year. The motion carried on a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-61, Request to hire Registered Nurse, Sanchez. Dr. Gottfried requested a motion to present Resolution 2022-61. Mrs. Butler made a motion to approve Resolution 2022-61, hire Registered Nurse, Sanchez. Mr. Loose seconded the motion. Mrs. Cherry gave further information on Resolution 2022-61. We are looking to add hours to our Willard schedule and Sanchez would be part time. Mrs. Sanchez is bilingual also fluent in Spanish and will be able to translate when needed for our growing Hispanic clients in Willard. The motion carried on a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-62, Approval of May 2022 budgetary transactions. Dr. Gottfried requested a motion to present Resolution 2022-62. Mrs. Butler made a motion to approve Resolution 2022-62. Mr. Loose seconded the motion. Mrs. Boose reviewed total appropriations adjustments and advances completed in May 2022. The motion carried on a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-63, Request to approve quarterly fees. Dr. Gottfried requested a motion to adopt Resolution 2022-63. Mr. Loose motioned to approve Resolution 2022-63, quarterly fees. Mr. Polachek seconded the motion. Mrs. Boose gave further information on Resolution 2022-63. We are adding new fees and vaccines to the fee schedule. Mrs. Cherry gave further information on the vaccine specifics. The motion carried on a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried requested a motion to go into Executive Session, ORC Section 121.22. Mrs. Butler made a motion to go into executive session. Mr. Howard seconded the motion. The motion carried with a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

The Board went into Executive Session.

Dr. Gottfried requested a motion to come out of Executive Session. Mrs. Butler made a motion to come out of executive session, ORC Section 121.22. Mr. Loose seconded the motion. The motion carried on a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried presented Resolution 2022-64, Request to put in a handicap sidewalk at the Willard office at 392 E. Howard Street. Dr. Gottfried requested a motion to adopt Resolution 2022-64. Mr. Loose made a motion to accept Resolution 2022-53, handicap sidewalk for Willard. Mr. Polachek seconded the motion. Mr. Hollinger gave further information on this resolution and the cost would be up to \$14,000 and it would increase parking spaces as well. The motion carried on a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried requested a motion to present the fiscal report. Mr. Loose made a motion to approve the fiscal report for May 2022. Mrs. Butler seconded the motion. Mrs. Boose reviewed the fiscal reports, including the Fund Balance Report, and the Revenue and Expense Report. The fund 900 cash balance at the end of May 2022 was \$955,808.00. Mrs. Boose also reviewed May expense highlights. The motion carried upon roll call vote Dr. Gottfried- Aye, Kathy Butler- Aye, Dane Howard- Aye, Jeremy Loose- Aye, Greg Polachek- Aye.

Dr. Gottfried introduced a Programmatic Presentation- Communicable Disease & School Absentee Report. Mrs. Caranfa was not present but made a presentation for Mrs. Marks to play. Mrs. Butler made a motion to approve the report, as presented. Mr. Loose seconded the motion The motion carried unanimously.

Dr. Gottfried introduced a Programmatic Presentation- Quality Improvement Plan Approval discussed by Mrs. Marks, Huron County Public Health. Health center was added into the QI selection Mr. Loose made a motion to approve the report, as presented. Mrs. Butler seconded the motion The motion carried unanimously.

Dr. Gottfried introduced a Programmatic Presentation- Health Center Administrative Manual Approval discussed by Mr. Hollinger, Huron County Public Health. Mr. Loose made a motion to approve the Administrative Manual as presented. Mrs. Butler seconded the motion. Due to being the fiscal agent of the health center it must also be approved by the Board of Health per review and revision process. The motion carried unanimously.

Mr. Hollinger presented the board with education about LGBTQ+ Equity.

Announcements:

Next Meeting July 7th, 2022, at 1pm at the MAC in Monroeville

With no additional business, Dr. Gottfried asked for a motion to adjourn the meeting. Mr. Loose made a motion to adjourn the 2022 June meeting. Mrs. Butler seconded the motion. The motion carried unanimously.