



**HURON COUNTY BOARD OF HEALTH MEETING**

September 8th, 2022, at 1:00 PM

In Person and virtual utilizing Microsoft Teams platform

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

**Absent:** Lisa Nedolast, Kim Stults

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

**Guest(s) In Person:** Matt Roche-Norwalk Ohio News, Mary Church-City of Norwalk

**Virtual Guest(s):** None

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on September 8th, 2022, in person at HCPH Conference Room 1 and virtually via Microsoft Teams. Board President, Dr. James Gottfried requested a roll call. Mrs. Marks completed a roll call. Dr. Gottfried called the meeting to order at 1:00 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 2022-93, a resolution to approve the minutes from the August 2022 regular Board meeting. Dr. Gottfried requested a motion to adopt Resolution 2022-93 with edits discussed during the meeting. Mrs. Butler made a motion to approve the minutes from the August 2022 regular Board of Health Meeting with discussed edits. Mr. Howard seconded the motion. The motion carried unanimously.

Dr. Gottfried presented Resolution 2022-94, a resolution to approve the payment of the monthly expenditures with prior approval. Dr. Gottfried requested a motion to present Resolution 2022-94. Mr. Howard made a motion to approve the payment of the monthly expenditures with prior approval. Mr. Polachek seconded the motion. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard- Aye.

Dr. Gottfried presented Resolution 2022-95, a resolution to approve the August 2022 budgetary transactions. Dr. Gottfried requested a motion to present Resolution 2022-95. Mrs. Reer made a motion to present Resolution 2022-95, approval of the August 2022 budgetary transactions. Mrs. Butler seconded the motion. Mrs. Boose gave further information on Resolution 2022-95, reviewing all appropriation adjustments and amended certificates for the month of August. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard- Aye.

Dr. Gottfried presented Resolution 2022-96, approval of a new job classification. Dr. Gottfried requested a motion to discuss Resolution 2022-96. Mr. Loose made a motion to approve Resolution 2022-96, to create a new job classification, Mr. Polachek seconded the motion. Mr. Hollinger gave further information on Resolution 2022-96, introducing the new employee classification: Medical Assistant. The motion carried upon a roll call vote. Dr.

Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard-Aye.

Dr. Gottfried presented Resolution 2022-97, Request to change status, Rogers, and advertise and hire a Public Health Nurse, RN. Dr. Gottfried requested a motion to adopt Resolution 2022-97. Mr. Loose made a motion to approve Resolution 2022-97, approve status change, Rogers, and advertise for and hire a Public Health Nurse. Mrs. Cherry gave further information on Resolution 2022-97, stating that Hannah Rogers wishes to be reclassified from part-time to PRN and requests that the Board approves hiring of a full-time RN replacement. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard-Aye.

Dr. Gottfried presented Resolution 2022-98, Approval Health District Fees. Dr. Gottfried made a motion to present Resolution 2022-98. Mr. Polachek made a motion to approve Resolution 2022-98, approval of Health District Fees. Mrs. Reer seconded the motion. Mrs. Boose gave further information on Resolution 2022-98, reviewing five proposed updates to fees for the Medical Division. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Mr. Howard-Aye.

Dr. Gottfried presented Resolution 2022-99, Approval of Employee COVID-19 Illness Protocol. Dr. Gottfried made a motion to present Resolution 2022-99. Mrs. Butler made a motion to approve Resolution 2022-98, approval of Employee COVID-19 Illness Protocol. Mrs. Reer seconded the motion. Mrs. Marks gave further information on Resolution 2022-99, stating that employee COVID-19 illness protocols were updated to align with the Centers for Disease Control and Prevention (CDC) guidance updated mid-August. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard-Aye.

Dr. Gottfried presented Resolution 2022-100, Approval to renew a contract for Cribs for Kids Grant Services with Sandusky County Public Health. Dr. Gottfried made a motion to present Resolution 2022-100. Mrs. Reer made a motion to approve Resolution 2022-100, Approval to renew a contract for Cribs for Kids Grant Services with Sandusky County Public Health. Mrs. Butler seconded the motion. Mrs. Cherry gave further information on Resolution 2022-100, which allows HCPH to contract with Sandusky County Public Health to disseminate safe sleep kits to Huron County residents with \$100 reimbursement per kit distributed. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard-Aye.

Dr. Gottfried presented Resolution 2022-101, Request to contract with Illuminology for the completion of the 2023 Community Health Assessment. Dr. Gottfried requested a motion to adopt Resolution 2022-73. Mrs. Butler made a motion to approve Resolution 2022-101, Request to contract with Illuminology for the completion of the 2023 Community Health Assessment. Mrs. Reer seconded the motion. Mrs. Marks gave more information on Resolution 2022-101, providing an overview of the Community Health Assessment Process and associated costs. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard-Aye.

Dr. Gottfried presented Resolution 2022-102, Request to apply for funding from the NEHA-FDA retail flexible funding model grant and appropriate the funds. Dr. Gottfried requested a motion to adopt Resolution 2022-102. Mrs. Reer made a motion to approve Resolution 2022-102, Request to apply for funding from the NEHA-FDA retail flexible funding model grant and appropriate the funds. Mr. Polachek seconded the motion. Mr. Cherry

gave more information on Resolution 2022-102, providing a brief overview of the funding opportunity which totals \$26,500.00. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Kathy Butler-Aye, Dane Howard-Aye, Jeremy Loose-Aye, Greg Polachek-Aye, Lisa Reer-Aye, Ron Robinson-Aye.

Dr. Gottfried presented Resolution 2022-103, Request to approve additional cost for Willard signage. Dr. Gottfried requested a motion to adopt Resolution 2022-103. Mrs. Butler motioned to approve Resolution 2022-103, request to approve additional cost for Willard signage. Mrs. Reer seconded the motion. Mr. Hollinger gave further information on Resolution 2022-103, explaining that Board approval is needed on a TBD expenditure to account for the structural base for the signage in Willard that was approved for purchase by the Board in August 2022. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye, Dane Howard-Aye.

Dr. Gottfried presented resolutions 2022-84 through 2022-91 second readings to establish fee schedules. Mr. Polachek made a motion to read all resolutions by title only. Mrs. Butler seconded the motion. Dr. Gottfried asked all in favor Aye and opposed Nay. 7 – Aye, 0 – Nay. Mr. Cherry read the titles of resolutions 2022-84 through 2022-86 with no public comments made. Mr. Cherry read the title of Resolution 2022-87 and Mary Church with the city of Norwalk had a couple of questions/comments on how the public pool fees are calculated. Mr. Cherry answered her questions and proceeded to the next resolutions. Resolutions 2022-88 through 2022-91 all titles were read, and no public comments made. This concluded the second reading of Resolutions 2022-84 through 2022-9. Dr. Gottfried asked for all in favor to accept second reading Aye and opposed Nay. 7 – Aye, 0 – Nay.

Dr. Gottfried presented the fiscal report. Mrs. Boose reviewed the fiscal report, including the Fund Balance Report, and the Revenue and Expense Report. Mr. Howard made a motion to approve the fiscal report for August 2022. Mrs. Butler seconded the motion. The general fund cash balance at the end of August 2022 was \$897,680.00. Mrs. Boose also reviewed August expense highlights. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Kathy Butler- Aye, Jeremy Loose- Aye, Greg Polachek- Aye, Lisa Reer- Aye, Ron Robinson- Aye.

Dr. Gottfried introduced a Programmatic Presentation- Communicable Disease Report. Mrs. Caranfa presented the Communicable Disease Report. Mr. Howard made a motion to approve the report, as presented. Mr. Polachek seconded the motion The motion carried unanimously.

Dr. Gottfried asked Mrs. Marks to present the quality improvement and performance management bi-annual update. Mrs. Marks reported on both the performance management and quality improvement for HCPH. The previous month's Performance Management Report and Quality Improvement Council meeting minutes were sent to all Board members prior to the September meeting.

Dr. Gottfried asked Mrs. Marks to provide an accreditation update. Mrs. Marks informed board that all documentation required for reaccreditation was submitted on August 18, 2022. Next steps include PHAB's review of documentation, uploading clarifying documents (if necessary) and a 4-hour virtual site visit.

Dr. Gottfried then announced they would move into the Board of Health education, presented by Health Commissioner Tim Hollinger. Education began at 1:53pm and ended at 2:32pm. The topic for this education session was wastewater monitoring for communicable diseases, a tool that the Ohio Department of Health (ODH) is using to monitor COVID-19 in communities and is something that HCPH will be working with ODH on to track COVID-19 in our communities.

With no additional business, Dr. Gottfried asked for a motion to adjourn the meeting. Mr. Polachek made a motion to adjourn the 2022 September meeting. Mr. Loose seconded the motion. The motion carried unanimously, and the meeting was adjourned at 2:32pm.