



**HURON COUNTY BOARD OF HEALTH MEETING**

November 10th, 2022, at 1:00 PM

In Person and virtual utilizing Microsoft Teams platform

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

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

**HCPH Staff:** Tim Hollinger, Karen Boose, Nicole Marks

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

**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 November 10th, 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. Due to not having quorum present at the start of the meeting Dr. Gottfried asked that we start with the Communicable Disease Report first. The report pre-recorded by Melissa Caranfa was then presented. Board member Jeremy Loose joined the meeting during the Communicable Disease Report. Dr. Gottfried asked for a motion to approve the Communicable Disease report as presented. Mrs. Butler made the motion and Mr. Howard seconded the motion. The motion carried unanimously.

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

Dr. Gottfried presented Resolution 2022-119, a resolution to approve the minutes from the October 2022 regular Board meeting. Dr. Gottfried requested a motion to adopt Resolution 2022-119. Mr. Loose made a motion to approve the minutes from the October 2022 regular Board of Health Meeting. Mr. Polachek seconded the motion. The motion carried unanimously.

Dr. Gottfried presented Resolution 2022-120, a resolution to approve the payment of the monthly expenditures with prior approval. Dr. Gottfried requested a motion to present Resolution 2022-1120. 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, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek- Aye

Dr. Gottfried presented Resolution 2022-121, a resolution to approve the October 2022 budgetary transactions. Dr. Gottfried requested a motion to present Resolution 2022-121. Mrs. Butler made a motion to present Resolution 2022-121, approval of the October 2022 budgetary transactions. Mr. Howard seconded the motion. Mrs. Boose gave further information on Resolution 2022-121, reviewing all appropriation adjustments and amended certificates for the month of October. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek- Aye.

Dr. Gottfried presented Resolution 2022-122, approval of the Health Center of Huron County's Medical Director, Dr. Gottfried. Dr. Gottfried requested a motion to discuss Resolution 2022-122. Mr. Polachek made a motion to

approve Resolution 2022-122, and Mr. Loose seconded the motion. Mr. Hollinger explained that Dr. Gottfried is doing this on a voluntary basis with no pay and will not be seeing patients. The motion carried upon a roll call vote. Dr. Gottfried- Abstain, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek-Aye.

Dr. Gottfried presented Resolution 2022-123, approval of Dr. Gibson as Huron County Public Health's Medical Director. Dr. Gottfried requested a motion to adopt Resolution 2022-123. Mrs. Butler made a motion to approve Resolution 2022-123, approval of Dr. Gibson as Medical Director for Huron County Public Health. Mr. Polachek seconded the motion. Mr. Hollinger explained the pay for Dr. Gibson. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek-Aye.

Dr. Gottfried presented Resolution 2022-124, request to apply for funding from the ODH FY 24 Reproductive Health and Wellness Grant and appropriate the funds. Dr. Gottfried made a motion to present Resolution 2022-124. Mr. Howard made a motion to discuss and approve Resolution 2022-124, request to apply for funding from the ODH FY 24 Reproductive Health and Wellness Grant and appropriate the funds. Mrs. Butler seconded the motion. Mr. Hollinger gave further information on Resolution 2022-124, stating this is a grant they have had for approximately 20 years. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek -Aye

Dr. Gottfried presented Resolution 2022-125, accept resignation of Moore, Katlyn, RN and hire MA/LPN/RN. Dr. Gottfried made a motion to present Resolution 2022-125. Mrs. Butler made a motion to hear and approve Resolution 2022-125, Request to accept resignation of Moore, Katlyn, R.N. and hire MA/LPN/RN. Mr. Loose seconded the motion. Mr. Hollinger gave further information on Resolution 2022-125, explaining that Katlyn Moore was only with us for a very short time and decided this was not for her and went back to her old position at Fisher-Titus. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek-Aye.

Dr. Gottfried presented Resolution 2022-126, Request to Hire a Medical Clerk, Ashley Lechuga. Dr. Gottfried made a motion to present Resolution 2022-126. Mr. Loose made a motion to approve Resolution 2022-126, Request to Hire a Medical Clerk, Ashley Lechuga. Mr. Polachek seconded the motion. Mrs. Boose gave further information on Resolution 2022-126, the hiring of medical clerk, Ashley Lechuga. Explaining that the Willard office is now open five days a week and we only have two clerks. Ashley is bilingual and will be working mostly in the Willard office. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek-Aye.

Dr. Gottfried presented Resolution 2022-127, A resolution to approve an increase in petty cash. Dr. Gottfried requested a motion to adopt Resolution 2022-127. Mr. Loose made a motion to approve Resolution 2022-127, A resolution to approve an increase in petty cash. Mr. Polachek seconded the motion. Mr. Hollinger gave more information on Resolution 2022-127, stating in 2013 the board approved the petty cash amount at \$350.00 and with the Willard office being open five days a week now that is not enough as the Willard clerks are having to make multiple trips a day to the bank around the corner for change. The hope is with the increase in petty cash they would only need to go to the bank once a day. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mrs. Butler- Aye, Mr. Loose- Aye, Mr. Howard- Aye, Mr. Polachek- Aye.

Dr. Gottfried presented Resolution 2022-128, a resolution to approve the purchase of two concrete barriers. Dr. Gottfried requested a motion to adopt Resolution 2022-128. Mr. Loose made a motion to approve Resolution 2022-128, a resolution to purchase two concrete barriers. Mrs. Butler seconded the motion. Mr. Hollinger gave more information on Resolution 2022-128, stating that the barriers are for the Willard building. This is to resolve

the parking lot issue with the neighboring property. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Mrs. Butler-Aye, Mr. Loose-Aye, Mr. Howard-Aye, Mr. Polachek-Aye.

Dr. Gottfried presented Resolution 2022-129, A resolution to approve Health District Fees. Dr. Gottfried requested a motion to adopt Resolution 2022-129. Mr. Loose motioned to approve Resolution 2022-129, A resolution to approve Health District Fees. Mrs. Butler seconded the motion. Mrs. Boose gave further information on Resolution 2022-129, explaining that the fees we charge are much lower than other health centers in our area according to our consultant. She explained that the maximum pay for self-pay (uninsured) would still be \$30.00. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mrs. Butler- Aye, Mr. Loose-Aye, Mr. Howard- Aye, Mr. Polachek- Aye.

Dr. Gottfried presented resolution 2022-117, a second reading of sewage fees. Mr. Loose motioned to hear and approve Resolution 2022-117, a second reading of the sewage fees by title only. Mr. Polachek seconded the motion. Mr. Hollinger gave further information on the resolution. Explaining that to properly implement and administer 3701-09 of the OAC three new miscellaneous categories to the District portion of the fee schedule established in Resolution 2022-89. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Mrs. Butler-Aye, Mr. Loose-Aye, Mr. Howard-Aye, Mr. Polachek-Aye.

Dr. Gottfried presented Variance 2022.11.01. Dr. Gottfried requested a motion to hear the variance. Mr. Loose motioned to hear Variance 2022.11.01. Mrs. Butler seconded the motion. Mr. Hollinger then explained that this is a septic system that it is getting too late in the year to complete. They are asking for a temporary holding tank until the spring when they can complete the system. The motion carried upon a roll call vote. Mrs. Butler-Aye, Dr. Gottfried-Aye, Mr. Loose-Aye, Mr. Howard-Aye, Mr. Polachek-Aye.

Dr. Gottfried requested a motion to hear the Fiscal Report. Mrs. Butler made a motion to hear the Fiscal Report and approve. Mr. Loose seconded. Mrs. Boose discussed the Fiscal Report. She gave a renovation budget update. Mrs. Boose showed comparisons from last year for the General Cash Fund Balance. The Fiscal Report carried upon a roll call vote. Mrs. Butler-Aye, Dr. Gottfried-Aye, Mr. Loose-Aye, Mr. Howard-Aye, Mr. Polachek-Aye.

At 1:41p.m Dr. Gottfried announced they would move on to the BOH education. Mr. Hollinger presented on the current Influenza numbers and concerns. This year three respiratory viruses could be happening at the same time. RSV, Flu, and COVID-19. This is called a tri-demic. In a scenario such as this we could overwhelm our healthcare systems. We have already seen elevated numbers for RSV for this time of year. This is already causing a strain on the pediatric healthcare facilities. Mr. Hollinger also spoke of the new COVID-19 variants and the concern of this as well. Mr. Hollinger explained that vaccines will continue to protect against hospitalizations and death. Mr. Hollinger completed the education at 2:04 p.m.

Dr. Gottfried then ask for a motion to go into executive session. Mr. Polachek made the motion to go into executive session and Mr. Loose seconded. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Mrs. Butler-Aye, Mr. Howard-Aye, Mr. Loose-Aye, Mr. Polachek-Aye.

Dr. Gottfried asked for a motion to come out of Executive Session. Mr. Loose made the motion to come out of Executive Session and Mr. Polachek seconded. The motion carried upon a roll call vote. Mrs. Butler-Aye, Dr. Gottfried-Aye, Mr. Loose-Aye, Mr. Howard-Aye, Mr. Polachek-Aye.

With no additional business, Dr. Gottfried asked for a motion to adjourn the meeting. Mr. Loose made a motion to adjourn the 2022 November meeting. Mr. Howard seconded the motion. The motion carried unanimously, and the meeting was adjourned at 3:07pm.