



Seneca County General Health District Board of Health Meeting Minutes

Board of Health Meeting

October 28, 2021 at 6:00 pm

Seneca County Services Building, Conference Room A

Board Members Roll Call:

Dr. Mark Akers - Absent	Ann Sacksteder - Yes
Bonnie Boroff - Yes	Philip Steyer - Yes
Edward Logsdon - Yes	Robert Watson - Yes
Scott Lyons - Yes	Jimmie Young - Yes
McKenzie Posey - Yes	

Other's Present:

Anne Goon, MS, RD, LD, Health Commissioner
Anita Gaietto, BBA, Fiscal Director
Andrea Barrell, BSN, RN, Director of Nursing
Trisha Kahler, RD, LD, WIC Division
Laura Wallrabenstein, MA, RS, Director of Environmental Health
Lisa England, Registrar

Guest:

Brad Bashore, Sunny Farms Landfill

Welcome, Roll Call and Pledge of Allegiance

With a quorum present, Mr. Young called the regularly scheduled board meeting to order on October 28, 2021, at 6:04pm; he then presided over the Pledge of Allegiance.

Public Concerns/Requests

Brad Bashore, Environmental Manager for Sunny Farms Landfill, introduced himself to the board. No concerns or requests were voiced.

Approval of Consent Agenda

Mr. Young requested a motion to approve the Consent Agenda, with an amendment to the September 23, 2021, meeting minutes to show McKenzie Posey as a guest. Mr. Lyons made a motion to approve the Consent Agenda with an amendment to the September 23, 2021, meeting minutes to show McKenzie Posey as a guest.

- a. Minutes from Previous Meetings – 09/23/2021
- b. WIC Division Report – Trisha Kahler, RD LD
- c. Nursing Division Report – Andrea Barrell, RN, BSN
- d. Environmental Division Report - Laura Wallrabenstein, MA RS
 1. Sunny Farms Landfill Update
- e. Health Commissioner Activity Report– Anne Goon MS, RD, LD
- f. Proposed 2022 Holidays
- g. Proposed 2022 Board of Health Meetings

Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Audit Committee Report

Mr. Robert Watson reported on the Audit Committee meeting which was held prior to the Board of Health Meeting. The April 2021 committee meeting minutes were accepted. They discussed payroll, pay-ins, purchase orders, blanket purchase orders, grants and cash position. The committee discussed the increase in the number of grants. There were no requests for cash advances. The Annual Audit is

finished and published. There was one minor finding related to not having employees designated as public records custodians acknowledge in writing their understanding of the public records policy and their role as a custodian. This issue was corrected and accepted. Next audit committee meeting will be April 28, 2022.

Health Commissioner Report

Mr. Young turned the floor over to the Health Commissioner, Anne Goon, MS, RD, LD. Ms. Goon's activity report was in the Board Member's folders.

Ms. Goon discussed the positions funded by the Public Health Work Force Grant and the Integrated Naloxone Grant. The Health Educator 1 position for the Naloxone Grant has been filled and will be presented as a resolution later in the meeting. Ms. Goon is working on filling the Health Communications Specialist and Health Planner/Grant Manager positions. She has continued to work on updating personnel policies, as well as looking at the best ways to use COVID-19 grant funds.

ODH released new quarantine recommendations for exposures that occur in school and school-related activities. Quarantined students can attend if masked and parents are required to monitor them for symptoms of COVID-19. Quarantined students can also participate in school-related extracurricular activities with testing. They must test twice, once when they are notified of the exposure and again 5 to 7 days later.

Resolution to hire Employee - Resolution #2021.10

Mr. Young requested a motion to approve the hiring of David Wiedenheft, Full Time Health Educator 1, effective 11/08/2021 Resolution #2021.10. Mrs. Sacksteder made a motion to approve the hiring of David Wiedenheft, Full Time Health Educator 1, effective 11/08/2021 Resolution #2021.10. Mrs. Posey seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Policy Action

Ms. Goon presented the following personnel policies to the board:

1. Leave of Absence Without Pay – Ms. Goon reviewed the policy for the board. The policy update clarifies and defines appropriate uses of unpaid leave of absence.
2. Bereavement Leave – Ms. Goon explained this update reorganizes the content of this policy and puts it into the required format but contains no substantive changes otherwise
3. Employee Service Recognition – Ms. Goon noted that the name of this policy was updated from "Holiday Event" to reflect its purpose of recognizing and honoring staff and Board members' public health service to Seneca County residents. References to relevant PHAB Measures were also added.
4. Immunizations – Ms. Goon presented this new policy, which outlines required and recommended vaccinations for Health District Employees based upon employees' risk for exposure to blood borne and respiratory pathogens during the performance of their job duties. Recommended vaccines will be provided at no cost to uninsured staff or Board members; health insurance will be billed for staff and Board members with insurance coverage. Ms. Goon sought a legal opinion from Prosecuting Attorney Derek Devine regarding whether the Seneca County General Health District was subject to the Federal COVID-19 Vaccination Mandate; he indicated that the Health District was not subject to the mandate. As a result, the Health District can offer alternatives to vaccination for those with medical contraindications (e.g., masking and weekly testing.)

The board discussed that board members should also be subject to the immunization requirements in the policy.

Mr. Steyer asked what the COVID-19 vaccination rate is for the staff, and Ms. Goon responded that roughly 1/3 of staff is not vaccinated.

Mr. Young requested a motion to approve the four policies presented, with an addition to the Immunization policy to clearly define “employees” as being both staff and Board members for the purposes of this policy. Mr. Lyons made a motion to approve the presented policies with the addition to the definition section of the Immunization policy clearly define “employees” as being both staff and Board members. Mrs. Sacksteder seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Condemnation

Mrs. Wallrabenstein presented for condemnation, property located at:

1. 6072 W. Poplar St. Bascom, OH 44809
Owned by: Karen Mitchem 1148 W. Tiffin St. Fostoria, OH 44830

Mr. Young requested a motion to approve the condemnation of the presented property Mr. Steyer made a motion to approve the condemnation of the presented property. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Rescind

Mrs. Wallrabenstein presented for rescind of condemnation, property located at:

1. 225 Crocker St. Fostoria, OH 44830
Owned by: William Sayre 301 S. Main St. Fostoria, OH 44830

Mrs. Wallrabenstein requested the board to table the property 225 Crocker St. Fostoria, OH 44830 Owned by: William Sayre 301 S. Main St. Fostoria, OH 44830 until next month. The owner has not completed the updates as of today.

Mrs. Wallrabenstein presented for rescind of condemnation, property located at:

2. 1340 W. Woodland Ave. Tiffin, OH 44883
Owned by: Laurent J. Jr. & Vickie Brickner 1783 E SR 18 Tiffin, OH 44883

Mr. Young requested a motion to approve the rescind condemnation of the presented property. Mr. Lyons made a motion rescind condemnation of the presented property. Mr. Steyer seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Second Reading of 2022 proposed food fees.

Mrs. Wallrabenstein reported that a public hearing for the food fees was held in the basement conference room of the Health Department on Thursday, October 28, 2021, prior to the board meeting, from 4:00 p.m. to 5:00 p.m. One individual attended.

Mrs. Wallrabenstein presented the proposed food fees for 2022. This was the second reading and will be voted on at the November 18, 2021, meeting

<u>FOOD SERVICE CATEGORY</u>	<u>CURRENT LOCAL FEE</u>	<u>PROPOSED FEE (2022)</u>
Commercial Risk 1 <24,999 sq. ft.	\$129.26	\$154.70
Commercial Risk 1I <24,999 sq. ft.	\$145.45	\$174.26
Commercial Risk 1II <24,999 sq. ft.	\$276.91	\$333.04
Commercial Risk 1V <24,999 sq. ft.	\$350.74	\$422.21
Commercial Risk I >25,000 sq. ft.	\$186.25	\$223.53
Commercial Risk II >25,000 sq. ft.	\$195.96	\$235.27
Commercial Risk III >25,000 sq. ft.	\$691.38	\$833.65

Commercial Risk IV >25,000 sq. ft.	\$732.82	\$883.71
Mobile	\$222.69	\$215.55
Vending	\$11.69	\$ 11.85
Temporary	\$65.00	\$ 70.00

Late Fee: 25% of Local Fee.

Plan Review Fees: Class 1 or 2 = \$250.00

Class 3 or 4 = \$300.00 Level 2 Proctor = \$40.00

Additional inspection fee = \$50.00 for plan reviews

Financial Transactions

Financial Report

The Monthly Financial Report for September 2021 shows revenue for the month of \$770,017.88 and revenue year to date of \$4,425,350.32. Expenses for the month were \$488,343.13 and year to date expenses totaled \$3,745,781.56.

Mr. Young requested approval of the Monthly Financial Report for September 2021. Mrs. Sacksteder made a motion to approve the Monthly Financial Report for September 2021. Mrs. Posey seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Expenditures

Mr. Young requested approval of the previous month's expenditures. Mr. Lyons made a motion to approve the expenditures as presented. Mr. Logsdon seconded the motion. The motion carried upon roll call vote Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Out of County Meetings/Travel - None

Advances/Repayments/Transfers

Mr. Young requested a motion to approve Advances, Repayments, and Transfers List provided in board packets. Mr. Logsdon made a motion to approve the Advances, Repayments, and Transfers List. Mrs. Boroff seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Supplements -None

Resolution for the Holiday Event - Resolution #2021.11

Mr. Young requested a motion to approve the Holiday Event Resolution #2021.11.

Mr. Steyer asked if the \$500.00 would be enough to cover the cost of the event. The Board discussed the event and decided to change the amount on the resolution to \$750.00.

Mrs. Sacksteder made a motion to approve the Holiday Event Resolution #2021.11 with an amendment to increase the amount to \$750.00. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Contracts

Mr. Young requested a motion to approve the following Contracts:

1. Terra State Community College, for student nursing clinical facility services, 08/01/2021– Indefinitely, no Money

2. A&D Excavating, LLC, for home sewage treatment systems installation (Mattson property), 09/29/2021-01/26/2022, not to exceed \$15,444.00. (payer)
3. A&D Excavating, LLC, for home sewage treatment systems installation (Swander property), 09/29/2021-01/26/2022, not to exceed \$15,444.00 (payer)
4. Hoover's Property Services, LLC, for home sewage treatment systems installation (Aiello property), 10/20/2021-01/17/2022, not to exceed \$3,835.00. (payer)
5. Bridges Community Academy, Inc., Nursing Services 07/10/2021-06/30/2022, Not to exceed \$2,572.50 (payee)
6. Lowe's Companies, Inc., Stopping Elderly Accident, Deaths, and Injuries(STEADI) program grab bars and installation, 10/01/2021-09/30/2022, \$15.00 per grab bar and \$100.00 per installation charge (payer)
7. Union County General Health District, Stopping Elderly Accident, Deaths, and Injuries (STEADI) program, 10/01/2021-09/30/2022 not to exceed \$3,616.92 (payee)
8. Quadiant Leasing, for postage meter lease 01/19/2022-04/18/2027, \$103.00 per month not to exceed \$6,489.00 (payer)

Mrs. Sacksteder made a motion to approve the Contracts. Mr. Steyer seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Mrs. Barrell explained the purpose of through the STEADI grant and the services it funds to make senior residents safer in their homes through the addition of bathroom grab bars.

Maternity License for Mercy Health

Mr. Young requested the approval of Maternity License for Mercy Health - Tiffin Hospital. Mr. Lyons made a motion to approve the Maternity License for Mercy Health - Tiffin Hospital. Mr. Logsdon seconded the motion. The motion carried upon roll call vote. Mrs. Boroff – Yes. Mr. Logsdon – Yes. Mr. Lyons – Yes. Mrs. Posey – Yes. Mrs. Sacksteder – Yes. Mr. Steyer – Yes. Mr. Watson – Yes. Mr. Young – Yes.

Public Health In-service - None

Adjournment

Mrs. Boroff made a motion to adjourn the meeting. Motion carried. Meeting adjourned at 7:10 pm.

The next Board of Health meeting is scheduled for November 18, 2021, 6:00 pm, at Seneca County Services Building, Conference Room A.

Board of Health President

Board of Health Secretary