

LORAIN COUNTY PUBLIC HEALTH BOARD OF HEALTH

Meeting Minutes for December 14, 2022

Present:

Prefix	Name and Credentials	Position
Mr.	Edward X. McNamara	President
Dr.	Patricia Schrull, DNP, RN	Vice President
Mr.	Thomas G. Eschtruth	Member
Dr.	Eric Lockhart	Member
Mrs.	Kionna McIntosh-Pharms	Member
Mrs.	Mary Santiago	Member
Mr.	Tom Stannard	Member
Mr.	Edward von Hofen	Member

Guests:

Legal Counsel, Medical Director, LCPH staff members

The President called the meeting to order at 6:04 p.m.

Minutes from the Last Regular Meeting on November 9, 2022

The President requested a review of the November 2022 regular meeting minutes. Dr. Schrull moved to approve the minutes. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Financial Report

#2022-82

Mrs. Michelle Crossan provided the financial update in the absence of Mrs. Deborah Chavez. County Administration is in the process of closing out the year. LCPH collected 86% of its budgeted revenue and spent 76% of the appropriated expense budget to date. Expenses included funds given to local partners for Healthy Places mini grants, the health equity assessment, and Lorain County Community Action Agency for CHWs (community health workers) through the ODM (Ohio Department of Medicaid) grant. Dr. Lockhart moved to approve the financial report. Mr. von Hofen seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Out-of-County Travel

#2022-83

Mr. Adams explained the ODH solidified more workforce development grant dollars for local health departments, and LCPH will apply for the grant when it opens. Dr. Schrull moved to approve out-of-county travel. Mr. Stannard seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Staff Salaries

#2022-84

Mr. Mark Adams explained the 2023 LCPH budget included employee compensation increases of 3% for professional and 5% for administrative support (non-professional) staff. Increases would be effective January 1, 2023. The Board engaged in discussion on raise rates and how various rates could fit with the 2023 budget. Other topics discussed included succession planning, increase in grant funding, and increase in costs to run the agency. Mr. Eschtruth moved to approve employee compensation increases of 3% for professional and 5% for administrative support (non-professional) staff effective January 1, 2023. Mr. von Hofen seconded the motion. Upon roll call, five members voting aye (Mr. Eschtruth, Mr. Stannard, Mr. von Hofen, Dr. Lockhart, Mrs.

McIntosh-Pharms) and two members voting nay (Dr. Schrull, Mrs. Santiago), the President declared the motion passed.

Personnel

#2022-85

Dr. Lockhart moved to approve the following personnel actions:

- Appointments: Danielle McArthur-Moore, Community Outreach Specialist; Juan Schwartzman, Epidemiologist; Jenna Riberdy, Environmental Health Specialist in Training; Emma Wellman, Environmental Health Specialist in Training; and Caitlin Craighead, Health Education Specialist effective 1/9/23.
- Promotions/Position Changes: Erin Theile from Environmental Health Specialist in Training to Registered Environmental Health Specialist effective 10/11/22. Eric Hoover from Registered Environmental Health Specialist to Environmental Health Program Manager effective 12/5/22. Ryan Tristano from Registered Environmental Health Specialist to Environmental Health Program Manager and Ann Maczuga from Registered Environmental Health Specialist to Environmental Health Program Manager effective 12/19/22. Jocelyn Lira from WIC Breastfeeding Peer to Community Outreach Specialist effective 1/9/23.
- Resignations: Sara Tillie, Health Promotion and Chronic Disease Prevention Program Manager effective 12/2/2022.

Mr. Stannard seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Agreements, Contracts, and MOUs

#2022-86

Mr. Adams reviewed the list of agreements, contracts, and MOUs with the Board of Health. Dr. Schrull moved to approve all agreements, contracts, and MOUs subject to legal counsel approval.

- Think Fast Interactive
- LCCC Child Learning Center Flexible Childcare Pilot Service
- Good Karma Brands Advertising and Credit Policies

Mr. Stannard seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Third Reading – Food Safety Program Fees

#2022-87

The Board of Health reviewed the proposed food safety program fees. Mrs. Jill Lis, Director of Environmental Health, Emergency Preparedness, and Epidemiology, mentioned the vending line item was updated from the second reading due to ODH noticing a \$2 calculation error. Mrs. Lis also reported there was a public hearing on November 29, 2022 with three attendees, and there were no issues with the fees. Dr. Lockhart moved to approve the third reading. Mr. Eschtruth seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Adoption of Food Safety Program Fees

#2022-88

Mr. Eschtruth moved to adopt the Food Safety Program fees. Dr. Lockhart seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Consideration of Donation to Lorain County Fair

#2022-89

Dr. Schrull provided an update about a call from Dr. William Spreng, township trustee and former Board member. Dr. Spreng is asking for community donations to overhaul the Lorain County Fairgrounds. The Fair Board is asking LCPH for a donation of \$10,000 per year for 5 years (\$50,000 total). Legal Counsel will look into the authority the LCPH Board has to make donations and if it would be possible. There were several comments from Board members on the matter. Dr. Lockhart moved to table consideration of the request to a future meeting. Mrs. Santiago seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Environmental Health Org Chart and Emergency Preparedness & Epidemiology Org Chart #2022-90

Mr. Adams discussed the need to split the current Environmental Health, Emergency Preparedness, and Epidemiology Division to meet the demands of the workload and community needs. There will be two separate divisions, which have already been budgeted in 2023. Grant money was received to be able to fund new positions, and we anticipate additional funding opportunities in the future. The Board discussed pros and cons of splitting the division. Mr. Stannard moved to approve the Environmental Health organizational chart and the Emergency Preparedness & Epidemiology organizational chart, effectively splitting the division. Mr. von Hofen seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Legal Services' Report

Mr. Chris Pyanowski had no report

Health Commissioner's Report

Mr. Adams shared the following updates with the Board of Health:

- Strategic Plan 2023-2025
 - The new LCPH Strategic Plan was included for review in the December packet materials.
 - The plan included a new mission, vision, and values for LCPH and also a strategy map to reach our goals.
- 2022 Lorain County Community Health Assessment (CHA)
 - The CHA was released in September 2022. LCPH has been working with hospitals since before the legal requirement for collaboration.
 - Priority areas remain the same - Chronic Disease, Maternal & Child Health, Mental Health, Substance Use, and Cancer.
 - In the upcoming Community Health Improvement Plan (CHIP), LCPH will become the coach/lead for priority teams.
 - New epidemiologists will collect data to know what is happening now in the community, and the Board will be able to see data periodically at meetings.

Mr. Eschtruth moved to approve the Health Commissioner's Report along with the 2023-2025 LCPH Strategic Plan and 2022 CHA. Mrs. McIntosh-Pharms seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

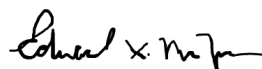
Comments

Mrs. Lis commented that it would be a good idea for the Fair Board to collaborate with LCPH on best practices with their renovations, especially related to environmental health. She asked if Dr. Schroll could share that information with Dr. Spreng.

There being no further business to discuss, Mrs. Santiago moved to adjourn. Mr. Stannard seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed, and the meeting adjourned at 7:30 p.m.

Attest:

President:



Secretary:



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01 / 11 / 2023

18:28:28 UTC-5

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01 / 12 / 2023

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