

LORAIN COUNTY PUBLIC HEALTH BOARD OF HEALTH

Meeting Minutes for March 8, 2023

Present:

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

Guests:

Legal Counsel, LCPH staff members

The President called the meeting to order at 6:00 p.m.

Minutes from the Last Regular Meeting on January 11, 2023

#2023-18

The President requested a review of the February 2023 regular meeting minutes. Dr. Schrull moved to approve the minutes. Mr. Eschtruth seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Financial Report

#2023-19

Mrs. Deborah Chavez provided the financial update. LCPH collected 10% of its budgeted revenue and spent 13% of the appropriated expense budget to date. Mrs. Chavez also mentioned that the 2022 financials were compiled by Kendall & Costin CPAs, and the full report will be emailed upon request. The audit for 2022 has begun. Dr. Lockhart moved to approve the financial report. Mr. von Hofen seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

2024 Budget

#2023-20

Mrs. Chavez gave an overview of the projected budget and explained that some items were challenging to predict because of the nature of grant funding. LCPH will begin to collect 3 year Operation & Maintenance fees in January 2024 for home sewage treatment systems. Dr. Lockhart moved to approve the 2024 budget. Mr. von Hofen seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Acceptance of the 2022 Annual Report

#2023-21

Mr. Mark Adams gave an overview of the 2022 Annual Report. Board members were provided booklets to keep or distribute. Board members expressed positive feedback with the annual report. Dr. Lockhart moved to approve the 2022 Annual Report. Dr. Cornick seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Out-of-County Travel**#2023-22**

Mr. Adams explained the current workforce development grant ends in June 2023; therefore, travel is currently down. Mrs. Santiago moved to approve out-of-county travel. Dr. Schrull seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Personnel**#2023-23**

Dr. Schrull moved to approve the following personnel actions:

- Appointments:
 - Linda Pataky - Human Resource Specialist - 3/20/2023
- Resignations:
 - Jane Pearson - Substitute School Nurse - 2/20/2023
 - Holly Harding - Public Health School Nurse - 3/10/2023
 - Belicia Otero - WIC Clinic Health Aide - 3/31/2023

Dr. Lockhart seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

New Organizational Chart for Administrative Services**#2023-24**

Mr. Adams reviewed the proposed changes to the Administrative Services organizational chart. He pointed out the addition of the newly hired HR position. Mr Adams also explained that Mrs. Stephanie Lesco and Mrs. Michelle Crossan function as supervisors, and their titles will change from manager to supervisor. The Board engaged in discussions on the positions. Dr. Schrull moved to approve the new organizational chart for Administrative Services. Dr. Lockhart seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Agreements, Contracts, and MOUs**#2023-25**

Mr. Adams reviewed the list of agreements, contracts, and MOUs with the Board of Health. There was a question on whether the items were new or renewals. Mr. Adams explained that some were new, and some were being renewed. In the future, items will be denoted as new or renewal. Mrs. Santiago moved to approve all agreements, contracts, and MOUs as written. Dr. Lockhart seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Disposal of Unserviceable Assets**#2023-26**

Mr. Adams gave a short description of the listed items. It was explained that there will be a silent auction for the staff. These are items that came from the old building. Dr. Lockhart moved to approve the disposal of unserviceable assets. Mr. von Hofen seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Tax Assessments from LCPH for Unpaid Household Sewage Operation Permits**#2023-27**

Mr. Adams gave an overview of unpaid permits. The Board questioned whether the number of unpaid permits was higher or lower than last year, and Mr. Scott Pozna informed them it was approximately double but with the addition of more homes to the Operations & Maintenance program. Mrs. McIntosh-Pharms moved to approve the tax assessments from LCPH for unpaid household sewage operation permits. Mr. von Hofen seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Legal Services' Report

Mr. Pyanowski had no report.

Health Commissioner's Report

Mr. Adams reminded the Board about the DAC meeting on Thursday 3/9/2023. Mr. Adams also informed the Board that he received a call from the City of North Ridgeville about a possible lead to fill their vacant seat on the Board. Last, Mr. Adams informed the Board that there will be upcoming training in Lorain County regarding train derailments. Dr. Lockhart moved to approve the Health Commissioner's Report. Dr. Schrull seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Comments

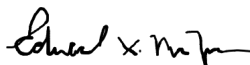
Mrs. Lesco shared that it was International Women's Day and recognized the many women who work across all divisions at LCPH. The Board expressed its gratitude for the work being done by all of the amazing women.

Dr. Lockhart wanted to remind everyone that the solar eclipse is April 8, 2024, and it is expected to bring a large amount of people to our area. He wants everyone to think about the impact this could have on our county, as there will be so many people here for the event. Mr. Adams assured the Board that there will be planning and preparation for this huge event.

There being no further business to discuss, Dr. Comnick moved to adjourn. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed, and the meeting adjourned at 6:35 p.m.

Attest:

President:



Secretary:



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04 / 13 / 2023

09:49:25 UTC-4

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04 / 13 / 2023

11:36:15 UTC-4

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04 / 14 / 2023

17:39:39 UTC-4

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