

# LORAIN COUNTY PUBLIC HEALTH BOARD OF HEALTH

Meeting Minutes for September 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
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 6:00 p.m.

## Minutes from the Last Regular Meeting on August 10, 2022

The President requested a review of the August 2022 regular meeting minutes. Mr. Eschtruth moved to approve the minutes. Mr. von Hofen seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

## Financial Report

#2022-56

Mrs. Deborah Chavez provided the financial update. LCPH collected 75% of its budgeted revenue and spent 59% of the appropriated expense budget to date. She noted LCPH received \$1.5 million from funds collected for real estate taxes and \$512,000 in grant dollars. Expenses included the payment of liability insurance and county administration costs to collect taxes and for services. Dr. Schrull 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.

## 2022 Budget Recertification

#2022-57

Mrs. Chavez explained the budget recertification due to new grant dollars received by LCPH. Mrs. McIntosh-Pharms moved to approve the budget recertification. Mrs. Santiago seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

## Out-of-County Travel

#2022-58

Mr. Stannard moved to approve out-of-county travel. Dr. Schrull seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

## Agenda Modification

#2022-63

Mr. Mark Adams explained the need to discuss agenda items in a different order. Mr. Stannard moved to modify the agenda to discuss and vote on agenda item #8 LCPH Policy 102.14 Revision ahead of agenda item #6 Personnel. Dr. Schrull seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

**LCPH Policy 102.14 Revision****#2022-61**

Mr. Adams talked through the current policy regarding hiring of relatives. The proposed revision would allow hiring of relatives as long as there is no relation to the Health Commissioner and Board of Health members and as long as the staff member would not be supervised by a relative. The policy revision was shared previously with Legal Counsel, and Mr. Pyanowski helped answer questions from Board of Health members. Mr. Stannard moved to approve the LCPH policy revision. Mrs. Santiago seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

**Personnel****#2022-59**

Mr. Stannard moved to approve the following personnel actions:

- Appointments: Sarah Hatfield RN substitute school nurse effective 9/7/2022. Elisabeth Chavez, WIC peer helper and Michelle (Micki) Watchorn WIC peer helper effective 10/3/2022.
- Resignations: Melissa Grace seasonal contact tracer effective 8/17/2022. Danielle McArthur-Moore WIC breastfeeding peer effective 8/19/2022.
- Seasonal/Temporary Period Ending: Allison Takacs EH summer intern effective 9/2/2022.

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

**Agreements, Contracts, and MOUs****#2022-60**

Mr. Adams reviewed the list of agreements, contracts, and MOUs with the Board of Health. There was a question about the service area for the Catholic Charities Cribs for Kids MOU, with emphasis put on only servicing clients who live in Lorain County. Mr. Eschtruth moved to approve all agreements, contracts, and MOUs with a correction made to the Catholic Charities Cribs for Kids MOU that services will be available for Lorain County residents only.

- Cribs for Kids MOUs
  - Catholic Charities
  - Lorain County Community Action Agency
  - Lorain County Children Services Board
  - Neighborhood Alliance
  - LCADA Way
  - Lorain County WIC
- Service Agreement for Produce Stand Coordination – J. Kubiak
- Service Agreement for Produce Stand Coordination – C. Ollerton
- Ohio Guidestone Peer Support Coordinator Contract

Mrs. Santiago seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

**Legal Services' Report**

Mr. Pyanowski had no report but requested an executive session to discuss pending litigation.

**Health Commissioner's Report**

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

- The state audit is complete, and they asked if we would like an exit interview. The Board of Health, with input from Legal Counsel, decided they did not need to take part in an exit interview. Mr. Adams said the audit report is available if Board of Health members would like to review it.
- Services for former Board of Health member Mr. William Gardner will be held on Sunday, September 17, 2022 at 12:30pm at Lorain County Community College.

- LCPH was awarded reaccreditation status by the Public Health Accreditation Board on August 18, 2022. The Board of Health would like to publicly congratulate the team for their hard work.
- There will be education sessions at the October and November Board of Health meetings. A session on equity will be held in October, and in November, there will be a session on tobacco retail licensing.

Mr. Stannard moved to approve the Health Commissioner’s Report. Mr. von Hofen seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

**Comments**

Mrs. McIntosh-Pharms shared information about the We Care Fair that was held previously at Lorain County Community College. LCPH was represented, and she wanted to publicly thank LCPH for participating, providing resources, and uplifting the community. Over 60 organizations participated in the event.

**Executive Session**

**#2022-62**

Mr. Eschtruth moved to go into executive session to discuss pending litigation. Mrs. Santiago seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed, and the Board of Health went into executive session at 6:26 p.m.

**EEOC Claim Settlement**

**#2022-64**

Dr. Schrull moved to accept the settlement agreement for the EEOC claim filed by Vivian Taylor. Mrs. Santiago seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

After the discussion, Dr. Schrull moved to end the executive session. Mr. Eschtruth seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed, and executive session ended at 6:44 p.m.

There being no further business to discuss, Dr. Schrull moved to adjourn. Mr. Eschtruth seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed, and the meeting adjourned at 6:45 p.m.

Attest:

President: \_\_\_\_\_

Secretary: \_\_\_\_\_