

**LORAIN COUNTY PUBLIC HEALTH  
BOARD OF HEALTH**

Meeting Minutes for September 11, 2019

Present:

Prefix	Name and Credentials	Position
Dr.	William A. Spreng, DVM	President
Dr.	Patricia Schrull, DNP, RN	Vice President
Mr.	Thomas G. Eschtruth	Member
Dr.	Grant D. Comnick, DO	Member
Dr.	Eric Lockhart, MD	Member
Mr.	Edward X. McNamara	Member
Mr.	Max T. Schaefer	Member
Mr.	Edward von Hofen	Member

Guests:

Assistant County Prosecutor, Medical Director, LCPH staff members

The Vice President called the meeting to order at 7:00 p.m.

**Minutes from the Last Regular Meeting on August 7, 2019**

The Vice President requested a review of the August 2019 regular meeting minutes. Mr. Eschtruth moved to approve the minutes. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

**Financial Report**

**#2019-52**

Mrs. Debbie Chavez gave an update on our current financial status. LCPH collected \$1.6 million from real estate taxes in the county. Expenses were higher than normal because there were 3 pays during the month. There were also expenses for a new computer server and office furniture for the new building. There was a question about fuel cost to the Lorain County Engineer's Office, and Mr. Dave Covell explained we use fuel from the county pumps on Russia Road. There were increased costs because it was mosquito control and beach sampling season. There was also clarification about budgeting for new furniture costs for the new building, funds brought in from Vital Statistics, and residential sewage system costs as part of the repair and replacement program. Lastly, there was discussion about the budget for 2020 which includes a 27<sup>th</sup> pay. It is something LCPH will need to be mindful of with budgeting for the upcoming year. Mr. Schaefer 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**

**#2019-53**

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

**Contracts**

**#2019-54**

Mr. Covell reviewed the five contracts with the Board of Health. Mr. Chris Pyanowski requested the contract for the Medical Director be voted on separately from the other four contracts, and if approved, it will be backdated to September 1, 2019. There was some discussion regarding the Medical Director's contract and clarification of items. It was noted by a Board of Health member that the contract title says Lorain County General Health District, but in the body of the contract, it says Lorain County Public Health.

**Contract for Medical Director****#2019-57**

Dr. Schrull moved to approve the contract for the Medical Director and backdate it to September 1, 2019. Mr. Schaefer seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Dr. Schrull moved to approve the remaining contracts:

- Goodwill for health promotion and prevention services
- Lorain County Metro Parks for Girls in Gear Program Facilitation
- Mental Health, Addiction and Recovery Services Board of Lorain County for Lorain County's First Response Project
- Ohio Environmental Protection Agency for House Bill 110

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

**Inventory List****#2019-55**

Mr. Covell reviewed this document with the Board of Health members. Due to its large file size, it was not included in the packets. The inventory list included items Lorain County Public Health planned to get rid of before the move to the new building. If community partners weren't interested in the items, LCPH staff members could have the opportunity to bid on items. Dr. Schrull moved to approve the inventory list. Mr. Schaefer seconded the motion. Upon roll call, all members voting aye except Mr. McNamara who walked into the meeting during the vote, the President declared the motion passed.

**First Reading of 2020 Food Safety Fees****#2019-56**

Mr. Covell reviewed the potential changes to the Food Safety Program fees, and Mr. Tom Blackford, Program Manager, was present for questions if needed. Fees for Risk Level 1 and 2 will drop slightly, with fees for Risk 3 and 4 increasing slightly. Mobile fees will increase, and Vending has a miniscule decrease. Temporary and Plan Review fees remain the same. The second reading will be held in October, and there will be a public hearing between the second and third reading. Mr. Schaefer moved to approve the first reading of the Food Safety Program fees. Mr. Eschtruth seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

**CEU – WIC**

Mrs. Marissa Wayner, WIC Director, provided a .5-hour CEU session on the WIC Program. Information shared with the Board of Health included eligibility requirements, what to expect at an appointment, history of the WIC program in Lorain County, client-related data, trend data compared to state information, and new opportunities in WIC.

**Building Update**

Mr. Cody Carroll provided a brief building update. All major utilities are installed at this time, and the construction company is working on drywall on the second floor. Rooftop air units still need to be installed. They started elevator work, and it's close to installation. The architect is doing a great job of being on site and making a list of items to address with construction.

**Legal Services Report**

Mr. Chris Pyanowski provided a report on letters sent to homeowners who were non-compliant with sewer tie-ins in the event the Board of Health needs to take action in the coming months. Mr. Schaefer moved to

approve the report. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

**Health Commissioner’s Report**

Mr. Covell gave an update on flu season and urged Board of Health members, staff, and residents to get vaccinated in November. LCPH has already been promoting this timeframe. Board of Health members who would like flu vaccinations can get them at the November meeting.

The Lorain County Community Health Improvement Plan (CHIP) will be finalized by the end of 2019. All three hospital systems were heavily involved, as required by the IRS. LCPH is taking more control of the CHIP Priority Teams by facilitating three of the five and creating and managing the system by which teams will track progress measures. This will allow for better documentation for reaccreditation. There will be a presentation in December about the CHIP.

There was a meeting held in Avon the same night at the Board meeting to discuss sewer tie-ins. Representative from LCPH’s Environmental Health Division were present at the Avon meeting.

There has been discussion at LCPH regarding a designated IT staff member and potentially filling this position before the move to the new building to help with IT-related duties there.

Mr. von Hofen posed a question about vaping and whether LCPH was planning to make a statement. Mr. Covell said the Board of Health could make a formal statement against e-cigarettes, which could be prepared in advance for review at an upcoming meeting.

Dr. Lockhart moved to accept the Health Commissioner’s report. Mr. Schaefer seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

**Comments**

Mrs. Jill Lis noted she saw Mr. Schaefer on the news talking about algal blooms.

There being no further business to discuss, Dr. Lockhart moved to adjourn. Dr. Schrull seconded the motion. The President declared the meeting adjourned at 8:32 pm.

Attest:

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

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