Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, December 15, 2022, at the North Central Ohio Education Service Center, 928 W Market St, Tiffin, OH 44883. With a quorum present, Board President Mr. Edward Logsdon called the Board's regularly-scheduled monthly meeting to order at 6:00 pm. The Board then recited the Pledge of Allegiance.

Mr. Logsdon asked the public to please sign in to speak, so that the Board could send them answers to their questions.

Board Members Roll Call:

Mark Akers, MD –Present	Bonnie Boroff – Present	Edward Logsdon - Present
Scott Lyons – Excused	McKenzie Posey – Present	Natasha Vitte – Present
Robert Watson – Present	Zachary West, DO – Present	Clay Wolph, DC - Present

Others 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, REHS, Director of Environmental Health
Lisa England, Registrar
Austin Nainiger, EHST
Harold Huffman, PhD, Emergency Planning & Injury Prevention Manager
Leslie Shaffer, PhD, Health Planning & Accreditation Manager

Guests:
See attached list

After a request from the prior meeting, Mr. Logsdon announced that after inquiring with the legal counsel, that we would only need to do a roll call vote on going into executive session, otherwise a voice vote would be fine. Also, at any point, anyone can request a roll call vote be taken.

Approval of Consent Agenda
Mr. Logsdon requested a motion to approve the Consent Agenda.

a. Minutes from Previous Meetings – 11/17/2022
b. WIC Division Report – Trisha Kahler, RD, LD
c. Nursing Division Report – Andrea Barrell, RN, BSN
d. Environmental Division Report (including Landfill report) - Laura Wallrabenstein, MA, REHS
e. Health Commissioner Activity Report – Anne Goon, MS, RD, LD
f. Health Planning and Promotion Section Report (Harold Huffman, PhD, and Leslie Shaffer, PhD)

Mrs. Posey made a motion to approve the Consent Agenda. Mr. Watson seconded the motion. The motion carried unanimously.

Health Commissioner Report
Ms. Goon provided the following updates:

1. Staffing: One of the three Nursing vacancies has been filled. Sarah Clouse will begin on December 19. An interview is scheduled next week for the full-time epidemiologist position. The Health Educator 1 position for the Naloxone program will be posted soon since there is now some assurance that state funding will continue to be available to support this program
2. Building Lease Agreement: Ms. Goon met with the County Commissioners on December 1 regarding the building lease agreement. The current lease expires on December 31, 2022. Ms. Goon requested renewal of the three-year lease agreement, with the square footage being modified to reflect the changes being made during the current construction. The Commissioners asked that the lease agreement being handled on a quarter-by-quarter basis until they are able to prepare a new proposal.
3. Building Construction: The brick work is fixed, the duct work has been moved, and the new handicap-accessible entrance has been roughed in as two doors wide. Tomorrow the electrical crews will be there to start to move power to put in the windows.
4. Seasonal Influenza: The nation is seeing a much earlier increase in flu-related hospitalizations than normally seen this time of year. There is a concern that there will be a shortage of the most common anti-viral due to the increase in hospitalizations. There is also an increase in the number of pediatric RSV cases.
5. Implementation of Electronic Health Record (EHR): The nursing section completed training and went live on eClinicalWorks, the electronic health record being implemented. The Health District. has access to this EHR through its membership in the Local Public Health Services Collaborative, LLC, which the Board approved last year. There are currently over 30 health departments in the Collaborative and a list of more who want to join next year.
6. 2022 Community Health Status Assessment: Ms. Goon reviewed an email sent to the Board about the release of the draft 2022 Community Health Status Report. The Health Alliance is seeking feedback from community members and agency representatives via a survey link. This feedback will then be incorporated into the final report. Board members were encouraged to view the videos outlining the results and to provide feedback; they were also invited to share this information with others. The videos are available on the Health District website.
7. Proposed License Conditions for 2023 operating license for Sunny Farms Landfill: Ms. Goon reviewed the proposed license conditions for Sunny Farms Landfill. First, she made members aware of an email from the Residents Against Trash Patrol which was included in the meeting packet. Next, she reviewed the process used to create the proposed license conditions that were included in the board member packets. Ms. Goon then reviewed the 2023 Proposed License Conditions for Sunny Farms landfill.
   Ms. Goon also read the letter received via email just prior to the meeting from Mr. Bryan Ezyk, Professional Engineer, Vice President, WIN Waste Innovations, regarding the proposed license conditions for 2023 renewal of Sunny Farms Landfill Operating License. Mr. Ezyk stated that Sunny Farms is in full substantial compliance with the terms of the consent order issued by the Seneca County Common Pleas Court issued on July 26, 2019, and all other permits and obligations. Mr. Ezyk noted that Ohio EPA sent confirmation in writing to the Health District that Sunny Farms Landfill is in substantial compliance. He also noted that both the Board's Environmental Consultant Mr. Chris Lund and the Board's Attorney, Mr. Joseph Durham, both indicated Sunny Farms Landfill is in compliance with the consent order during their presentations to the Board of Health in May and June 2022 respectively. He also stated that Sunny Farms' compliance with gas control obligations is far more stringent than applicable rules.

Dr. West asked if the letter could be made available to the public through the Health District's website.

Personnel Actions

Resolution 2022.25

Mrs. Posey made a motion to approve the following personnel action:

1. Resolution 2022.25 Approving Employment of Sarah Clouse as Part-time, Public Health Nurse 2, effective 12/19/2022.

Mrs. Vitte seconded the motion. The motion carried unanimously.

Policy Actions

Property Condemnation Orders

Dr. West made a motion to approve the condemnation of the following properties:

1. 422 N SR 4 Attica, OH 44807
   Owned by Jake & Kathy S Forney (same address)
2. 1748 N Union Fostoria, OH 44830
   Owned by Lakeview Loan Servicing LLC
   8950 Cypress Waters BLVD. Coppell, TX 75019
3. 1101 S Wood St. Fostoria, OH 44830
   Owned by Calvin Chancey – same address

Dr. Wolph seconded the motion. The motion carried unanimously.

Property Rescind Condemnation Orders

Dr. West made a motion to rescind the condemnation of the following property:

1. 7343 N TR 75 Green Springs, OH 44836
   Still in William A Humes name (dec) – same address

Mrs. Posey seconded the motion. The motion carried unanimously.

Financial Transactions

Payment of Bills

Mr. Watson made a motion to approve the November bills as presented. Mrs. Vitte seconded the motion. The motion carried unanimously.

Cash Advances and Cash Advance Repayment

Dr. Akers made a motion to approve the following cash advances and cash advance repayment:

1. Cash advance of $38,000.00 from 7060-0705-5358-01 (General Fund-advances out) to 7143-0007-4029-00 (Public Health Workforce-advances in)
2. Cash advance of $20,000.00 from 7060-0705-5358-01 (General Fund-advances out) to 7143-0007-4029-00 (Public Health Workforce-advances in)
3. Cash advance repayment of $25,000.00 from 7082-0709-5358-01 (WIC -advances out) to 7060-0007-4029-00 (General Fund-advances in)

Mrs. Posey seconded the motion. The motion carried unanimously

Approval of September Intra-Fund Transfers (Appropriation Transfers)

Mr. Watson made a motion to approve the following Intra-Fund Transfers:

1. $2,500.00 from 7164-0709-5306-00 (HSTS-contract services) to 7164-0709-5102-00 (HSTS-salaries)

2. $187.50 from 7143-0718-5307-00 (Public Health Workforce Grant- travel) to 7143-0718-5365-01 (Public Health Workforce-HSA)
3. $830.00 from 7069-0715-5102-00 (Jt. Solid Waste-salaries) to 7069-0715-5306-00 (Jt. Solid Waste-contract services)
4. $500.00 from 7069-0715-5306-30 (Jt. Solid Waste-leases) to 7069-0715-5306-00 (Jt. Solid Waste-contract services)
5. $322.00 from 7069-0715-5364-00 (Jt. Solid Waste-Workers' Comp) to 7069-0715-5306-00 (Jt. Solid Waste-contract services)
6. $348.00 from 7069-0715-5366-00 (Jt. Solid Waste-Hospitalization) to 7069-0715-5306-00 (Jt. Solid Waste-contract services)
7. $500.00 from 7062-0036-5306-30 (Water systems-leases) to 7062-0036-5102-00 (Water systems-salaries)
8. $200.00 from 7062-0036-5309-00 (Water systems-other expenses) to 7062-0036-5102-00 (Water systems-salaries)
9. $60.00 from 7062-0036-5364-00 (Water systems- Workers' Comp) to 7062-0036-5366-00 (Water systems-hospitalization)
10. $17,000.00 from 7082-0709-5358-00 (WIC-transfers out) to 7082-0709-5102-00 (WIC-salaries)
11. $1,800.00 from 7082-0709-5306-25 (WIC-software license/services) to 7082-0709-5367-00 (WIC-P.E.R.S.)
12. $150.00 from 7089-0714-5306-30 (C & DD-leases) to 7089-0714-5102-00 (C & DD - salaries)
13. $65.00 from 7092-0712-5102-00 (Get Vaccinated-salaries) to 7092-0712-5366-00 (Get Vaccinated-Hospitalization)
14. $10.00 from 7145-0721-5102-00 (Covid-19 Vaccination-salaries) to 7145-0721-5366-00 (Covid 19 Vaccination-Hospitalization)
15. $50.00 from 7164-0709-5306-30 (HSTS-leases) to 7164-0709-5363-00(HSTS-Medicare)
16. $15,000.00 from 7060-0705-5367-00 (General Fund-P.E.R.S.) to 7060-0705-5358-01 (General Fund-advances out)
17. $20,000.00 from 7060-0705-5102-00 (General Fund-salaries) to 7060-0705-5358-01 (General Fund-advances out)

Mrs. Vitte seconded the motion. The motion carried unanimously.

Supplemental Appropriations

Mr. Watson made a motion to approve the following Supplemental Appropriations:

1.	Fund 7092 Get Vaccinated Grant	($ 26,000.00)
2.	Fund 7096 Integrated Naloxone Grant	($ 2,000.00)
3.	Fund 7120 Covid 19 Enhanced Operations Grant	($ 78,000.00)
4.	Fund 7142 Public Health Emergency Preparedness Grant	($135,000.00)
5.	Fund 7143 Public Health Workforce Grant	($ 36,000.00)
6.	Fund 7145 Covid 19 Vaccination Grant	($ 7,000.00)

Mrs. Boroff seconded the motion. The motion carried unanimously.

Contracts and Agreements

Dr. West made a motion to approve the following contracts:

1. Great Lakes Community Action Partnership, for Fostoria building lease, 01/01/2023-12/31/2023, not to exceed $22,523.28 (payer)
2. Ohio District 5 Area Agency on Aging, Inc., for Health Assessment services (senior health clinics), 01/01/2023-12/31/2023 not to exceed $4,608.00 (payee)

Mrs. Posey seconded the motion. The motion carried unanimously.

Approve Local Public Health Services Collaborative, LLC Fee Schedule

Ms. Goon presented the Local Public Health Services Collaborative's fee schedule for vaccinations and other clinical services; all health districts must adopt the fee scheduled as members of the Collaborative. While the Health District may not currently provide all vaccines and services listed, but adopting the fee scheduled as presented would allow the Health District to charge for these services if they were added in the future. She also explained the Vaccine for Children program and the discount for those who do not have insurance.

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Dr. Akers made a motion to approve the Local Public Health Services Collaborative, LLC, Fee Schedule. Mr. Watson seconded the motion. The motion carried unanimously.

Approve the 2023 Budget

Ms. Goon reviewed the operating budget for 2023.

Mrs. Boroff asked how our budget compares with other health districts for our size. Ms. Goon said she could get that information for the board.

Dr. Akers asked what the budget was compared to last year. Ms. Goon explained the differences in the budget from last year.

Ms. Vitte asked about the Covid 19 Enhanced Operations Fund. Ms. Goon explained that the money in that fund is used towards things to handle outbreak investigations and the contract with the PCG Public Consultant Group to do contact tracing. It can also be used to provide things that help prevent the spread of Covid-19 amongst staff.

Dr. Akers made a motion to approve the 2023 Budget as presented. Mr. Watson seconded the motion. The motion carried unanimously.

Mr. Logsdon reviewed the fund 7089 Construction and Demolition debris.

Rescind motion Resolution 2022.19

Dr. Wolph made a motion to rescind Resolution 2022.19 Affirmation of Health Commissioner's Duties as Vice President of the Association of Ohio Health Commissioners, which was passed 10/27/2022. A similar motion was made at the November meeting, resulting in a tie vote. Dr. Wolph handed out information to the board.

Dr. Shaffer questioned if this matter should be decided in an executive session.

The board then discussed whether this should be discussed in executive session.

Executive Session

At 7:13 pm, Mr. Logsdon made a motion to go into executive session to consider any employment, dismissal, discipline or any motion, demotion or anything concerning a public official. Mrs. Vitte seconded the motion. Motion carried upon roll call vote

Mark Akers MD–Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
McKenzie Posey – Yes	Natasha Vitte – Yes	Robert Watson – Yes
Zachary West – NO	Clay Wolph, DC – NO	

At 7:49 pm, the Board returned from the executive session.

Dr. Wolph then made a motion to rescind Resolution 2022.19 Affirmation of Health Commissioner's Duties as Vice President of the Association of Ohio Health Commissioners. Dr. West seconded the motion.

The board had a discussion to amend the motion.

Mrs. Posey would like to amend resolution 2022.19 Affirmation of Health Commissioner's Duties as Vice President of the Association of Ohio Health Commissioners. The amendment is that the Health Commissioner can participate as Vice President of the AOHC for one year with the following restrictions: 1) a 20 hour per month limit; 2) local meetings would take precedence over AOHC meetings; and 3) Ms. Goon would actively represent and vote the Board of Health's position on issues presented. Dr. Akers seconded the motion. Motion passed upon a roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
McKenzie Posey – Yes	Natasha Vitte – Abstain	Robert Watson – Yes
Zachary West, DO – NO	Clay Wolph, DC – NO	

Health Commissioner Performance Evaluation

Dr. West made a motion to adopt a health commissioner's annual performance evaluation that is a 360-degree evaluation, administered by the president of the Board of Health and would be reported to the board each year.

Mr. Logsdon stated that there is an evaluation of the Health Commissioner done each year per the contract.

Dr. Akers asked if we had a copy of the previous evaluation or a form that was used. Mr. Logsdon said he would have to look that up.

Mrs. Vitte made a motion to table the evaluation until they receive a copy of the previous evaluation and vote on it at the December 29, 2022 meeting. Dr. Akers seconded the motion. Motion carried upon roll call vote:

Mark Akers, MD –Yes	Bonnie Boroff – No	Edward Logsdon -Yes
McKenzie Posey – Yes	Natasha Vitte – Yes	Robert Watson – Yes
Zachary West, DO – NO	Clay Wolph, DC – NO	

Election of 2023 Board Officers (President and Vice President)

Mr. Robert Watson made a motion to appoint Mr. Logsdon President and Mr. Lyons Vice President. Dr. Akers seconded the motion. Motion carried upon a roll call vote

Mark Akers, MD –Yes	Bonnie Boroff – Yes	Edward Logsdon -Yes
McKenzie Posey – Yes	Natasha Vitte – Yes	Robert Watson – Yes
Zachary West, DO – NO	Clay Wolph, DC – NO	

Public Comment

Mr. Logsdon read a statement outlining the Board's Public Participation in Board Meetings policy.

Mrs. Susan Platt from Loudon Township, representing Seneca County Residents for Open Government, read a prepared statement. Mrs. Platt would also like to note in the minutes that she

read this statement. Mrs. Platt's statement said that the Board of Health Commissioner failed to provide notice to the public for the August 31, 2022, personnel committee meeting. Mrs. Platt read an email from Director Goon sent that stated that there was a misunderstanding regarding communication and the need to provide public notification since less than a majority of the Board of Health members were in attendance. She stated that public meeting notification should be done days in advance to notify the public of the scheduled meeting. She felt the law was not understood.

Next to speak was Mrs. Dian West. Mrs. West had a few questions from observing the meeting. She first asked about how they would monitor the limitations of 20 hours when Ms. Goon is working with the AOHC. Next Mrs. West talked about the Seneca County Commissioners meeting when Ms. Goon asked about the reduction in the rent for the Health Department. Mrs. West asked if we anticipate the rates now increasing since this was brought to the commissioners and with the renovations the building is receiving. She felt that it wasn't the time to ask for a reduction in the rates.

Daniel Straub, 4084 S ST RTE 100, Mr. Straub would like to donate his 3 minutes of time to Mrs. Susan Platt.

Jerry Platt said that he feels the Board should not limit a member of the public who wants to speak. Mr. Platt also felt that parliamentary procedure was not being followed during the meeting.

Mrs. Susan Platt continued to read from the statement that was prepared. She reviewed that with the Ohio Sunshine law manual 2022 that if the majority of the committee members were present it would be considered a public meeting and the public should be notified. She has copies of emails she could provide upon request. She also reviewed emails between Mr. Logsdon and Commissioner Goon. Mrs. Platt also stated that the Ohio law allows anyone to make a public records request and the public agency shall not question the intent of the request. Ohio law does not require the person to identify themselves when making a request. She stated the reason for her request was to show that the Health Department failed to provide public notice of a public meeting and a group of citizens would have wanted to attend the meeting.

Mr. Bill McAllister spoke next. He was wondering what the status was of the citizens advisory committee for Sunny Farms Landfill. They had not met for a while and Mr. McCallister had not seen any communication. Mr. Logsdon thought that there was an email that went out to that group about a week ago from Austin Nainiger. Mr. Logsdon said there is no date set for a meeting.

Mrs. Myra Spires, 11607 W Twp. Rd. 108, who was in attendance via zoom spoke next. Mrs. Spires is a neighbor to Sunny Farm and wanted to have on record that on November 30, 2022 that she had to make a phone call to the complaint number. She reported high levels of odors and wanted it noted in the record if not everyone is aware. There were readings of 23 ppb and 22 ppb on her property. She said that she believes the readings should not be over 15 ppb off of Sunny Farms property. Mrs. Spires wanted it on record that they are still being affected by these gases in their home. She also spoke to Mr. Nutter prior to the meeting about this issue. She asked if the Seneca County Health Department is still doing readings or are we solely depending on Sunny Farms to do readings. She would like for someone else to be doing the readings so that they could confirm that the readings are matching their readings. She feels that the high readings should require a violation and the EPA has still not responded back to her, she has called them twice.

Mr. Nainiger answered that he had done testing and was out there earlier that day between 1pm and 2pm and at that time the readings were zero. Mr. Logsdon noted that he had noticed that the complaints appeared to be trending up.

Mr. Bob Podach stated that he had driven down the road on November 30, 2022 and the wind was out of the west, maybe gusting maybe 10 to 15 miles per hour. Which would have been towards Mrs. Spires home. Mr. Podach said he could smell it driving down 23 and it was bad in his truck.

Mr. Logsdon closed the public portion of the meeting.

Dr. West asked on the landfill report who was measuring wind direction and wind speed. He would like to know if that is our reading or are they coming from Sunny Farms. Mr. Nainiger answered that those measurements are from stationary meters, 2 of which are required by the Health Department and 3 are required by the EPA.

Dr. Akers made a motion to adjourn the meeting at 8:26 pm. Motion carried.

The next Board of Health meeting is scheduled for December 29, 2022, at 6:00 pm, at the Fostoria Municipal Building, 213 S. Main St. Fostoria Ohio 44830

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Board of Health President Board of Health Secretary