Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, April 27, 2023, at the North Central Ohio Education Service Center, 928 W Market St, Tiffin, OH 44883. With a quorum present, Board President Dr. Clay Wolph called the Board's regular meeting to order at 6:00 pm. The Board then recited the Pledge of Allegiance.

Board Members Roll Call:

Edward Logsdon – Yes	Scott Lyons – Excused	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte - Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

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
Laura Wallrabenstein, MA, RS, Director of Environmental Health
Erika Handru, BA, Health Communications Specialist
Lisa England, Registrar
Meranda Koehl, RN
Sara Brown, RN

Dr. Clay Wolph started the meeting by reading the Mission Statement in the Seneca County Board of Health bylaws:

> The Seneca County General Health District, in collaboration with its citizens, promotes wellness, prevents disease, protects the environment, and assures access to quality health care.

Continuing Education –Communicable Disease Control

Meranda Koehl, RN Public Health nurse, gave a presentation explaining communicable diseases. Mrs. Koehl showed a short video that goes over the terms that describes infectious diseases and explains what communicable diseases are. Mrs. Koehl then explained her job is and why there is an emphasis on communicable diseases as a basic public health program and a fundamental program. She gave a handout that showed the disease groups as Class A, B, or C. Ms. Koehl reviewed reporting requirements for the different groups. She also reviewed who is on our communicable disease team and explained the roles of these members. Mrs. Koehl also reviewed the most common communicable diseases reported in Seneca County in 2022.

<u>CONSENT AGENDA:</u>

Approval of Consent Agenda

Dr. Sewell made a motion to approve the Consent Agenda:

1. Minutes from Previous Meetings 03/23/2023
2. WIC Division Report – Trisha Kahler, RD, LD
3. Nursing Division Report – Andrea Barrell, RN, BSN
4. Environmental Division Report (including Landfill report) - Laura Wallrabenstein, MA, REHS
5. Health Planning and Promotion Section Report (Harold Huffman, PhD)
6. Health Commissioner Activity Report – Anne Goon, MS, RD, LD

Mr. Edward Logsdon seconded the motion.

Dr. West presented amendments to the 03/23/2023 meeting minutes which included conversation between Dr. West and Ms. Goon.

Dr. Wolph asked Mrs. Wallrabenstein if they have gotten away where with the water analysis reports, because he has a lot of people contacting him and asking how they can decipher what is going on with their water, himself included. He has had things show up in his water that they say you shouldn't drink it without filter. Mrs. Wallrabenstein responded despite our best efforts she still does not have a report from Mr. Lund

Dr. West made a motion to amended the meeting minutes as discussed. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Edward Logsdon – Yes	McKenzie Posey –Yes	Dr. Sarah Sewell– Yes
Natasha Vitte - Yes	Allen Weinandy – Yes	Dr. Zachary West–Yes
Dr. Clay Wolph – Yes		

The motion carried unanimously to approve the consent agenda.

ACTION AND DISCUSSION ITEMS

Health Commissioner Report

Ms. Goon provided the following updates:

1. PEOPLE PILLAR:
   - Ms. Goon discussed a 4-year workforce development grant (WF23) that was submitted last week that totals $435,000. The Health Department is proposing to use the funds to continue to support the positions that were created with the previous grants and to address gaps that were identified during the accreditation process and pandemic response. However, eventually there will need to be find other funds to support these positions. They are necessary to maintain accreditation and insure the delivery of foundational public health services here in Seneca County.
   - Ms. Goon also stated that we continue to interview for 3 full-time positions. Those positions are the Health Planning and Accreditation Manager, Epidemiologist and Health Educator Position. The Health Educator position has been put on hold since our county and multiple other counties were not awarded the next round of Integrated Naloxone funding and that is what funded the Health Educator position.
2. QUALITY PILLAR:
   - The ongoing communication strategy that was discussed in the February and March meetings, Erica Handru is leading our strategies to communicate in response to public questions. There is a QR code available in the back of the room. This can be used by anyone to submit questions in writing so that we can respond to those and forward them to the appropriate person to prepare a response for the individual.
   - Related to air quality monitoring stations, we continue to meet every other week to work through the details of the board-funded air quality monitoring stations. We are currently in contact with several property owners to seek the necessary property easements. GBB, our solid waste consultants, have drafted the documents that are necessary as part of that sealed competitive proposal process and those are currently at the Prosecutors office for legal review.
   - Also related to Sunny Farms Land, we mailed out postcards to notify residents of the Ohio EPA Public Hearing scheduled for May 11, 2023 at Stacy's Place regarding the modification of Sunny Farms NPDES Permit which is related to relocating two of the sedimentation ponds.

- As reported by the Advertiser Tribune last week, Sunny Farms landfill did submit a letter to the Ohio EPA requesting removal of the Health District from solid and infectious waste program for approved Health Districts. An approved Health District is surveyed annually by the Ohio EPA to determine whether they are in substantial compliance with chapter 3734 of the Ohio revised code and with chapters 3745-27 and 3745-37 of the administrative code. We have no idea when that response will come.
- Also, she received a letter yesterday from the Seneca County Commissioners regarding the possible availability of solid waste funds to support the efforts to monitor and enforce the section code just mentioned. We are currently preparing a list of projects that could be undertaken if we have additional solid waste funds. They will be working on that list and be getting it to the commissioners to forward to the solid waste board.

3. GROWTH PILLAR:
   - Ms. Goon wanted to remind everyone of the Seneca County Health Improvement Planning event which is next Thursday May 4, 2023 from 10:00am to 1:30pm at NCOESC. Preregistration is required. At this planning event we will be examining the 2022 Community Health Assessment results, the findings and identifying the top health priorities that as an entire collaborative of people that will work together to address over the next 3 years. We will be working together to develop an action plan for those priority areas.
4. FINANCE PILLAR:
   - Next Ms. Goon discussed that the Omnibus Bill for the financing the state budget is wrapping up in the Ohio House of Representatives and will then proceed to the Ohio Senate. Unfortunately, funding that would have helped implement portions of our Community Health Improvement plan, that were designed to address the highest priority health issues were removed from the budget.

Dr. West asked who would be assembling the list in regards to the communication from the County Commissioners for additional funding? The Board all received that as well. The Commissioners were looking for an idea of what we might want them to be spending that on. Who will be compiling that list and communicating that back to them?

Ms. Goon answered currently Laura and I are working on that because they are most familiar with how the solid waste funding is currently used and where it could be expanded.

Dr. West asked if they intend to bring it to the board as well to get our thoughts on what we may also want to see as far as additional funding for oversight management.

Ms. Goon answered that if the Environmental Health Committee chooses to do that but the Commissioners want a response back within a few weeks because of their timelines. It is up to you as a board.

Dr. Sewell asked Ms. Goon if she would want them to email her ideas that they have and cc the Commissioners on it. Ms. Goon said that could be an option.

Dr. West added another option, what if we communicated from the Chair of the Environmental Committee. To work on gathering board members thoughts and email thoughts to the Environmental Committee Chair and then we can assemble them from the board's perspective and work in conjunction with the environmental division. Internally put that list together.

Ms. Goon stated her hesitation is whether you should do it in a public meeting instead, because you are gathering feed back from multiple members and that potential for cross communication. Ms. Goon stated that she would recommend relying upon the staff that know the program best to know and understand what they can and cannot use it for. Mrs. Wallrabenstein added that they can certainly share draft letter with the board.

Dr. West added that there is a list of things that have been talked about by the board as well as potential things that they would like to see added to additional oversight. So, trying to communicate what the boards prospective is in conjunction and maybe there is going to be overlap of things that are already being on the short list, working list within the environmental division to make sure that those items, since it did come to the board as well , from the board's perspective our interest or our ideas are being communicated back as well.

Ms. Goon said that it is up to the Board how you choose to proceed.

Mrs. Posey asked if it could be discussed at the end of the meeting, since everyone has probably already started coming up with ideas since they knew it was urgent. Dr. Sewell asked if Mrs. Wallrabenstein could say a little bit during that time.

Dr. West stated that we will table this for now to try to figure out how the Board would like to communicate back to the County Commissioners.

PERSONNEL ACTIONS

Dr. West made a motion to approve the following Personnel Action:

1. Resolution 2023.07 Approving Employment of Sara Brown as Full-Time, Public Health Nurse 2, effective 04/17/2023
2. Resolution 2023.08 Approving Employment of Danielle Bower as Full-Time, Public Health Nurse 2, effective 5/1/2023
3. Accept resignation of Kate Ardner, Full-Time, Public Health Nurse 2, effective 04/21/2023
4. Accept resignation of Nicole Mitchell, Full-Time, Environmental Health Clerk 1, effective 5/4/2023

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

Out of county travel

Mr. Logsdon made a motion to approve the following out of county travel:

1. Anne Goon – 04/24-04/26/23 – Ohio Public Health Association (OPHA) PH Combined Conference -$750.00 ($200.00 to be reimbursed by AOHC)
2. Andrea Barrell- 04/24-04/26/2023 – OPHA PH Combined Conference - $510.00
3. Meranda Koehl – 4/24-4/27/2023 – National Association of County and City Health Officials 2023 Preparedness Summit - $500.00 ($450.00 to be reimbursed by Regional PHEP grant)
4. Anne Goon – 5/1/23 – The State of Ohio's Health: 2023 Health Value Dashboard - $225.00
5. Andrea Barrell – 5/22/23 – OPHA Public Health Nursing Section Meeting - $125.00
6. Vonnie Hartman – 6/20-6/21/23 – Finance for Health Depts training - $176.00
7. Andrea Barrell – 8/29-8/30/23 – Medical Countermeasures – Point of Dispensing –

planning and response - $95.00

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

Financial Transactions

Payment of Bills

Mrs. Posey made a motion to approve the March 2023 bills as presented. Mrs. Vitte seconded the motion. The motion carried unanimously.

Approval of March Intra-Fund Transfers (Appropriation Transfers)

Mrs. Vitte made a motion to approve the following Intra-Fund Transfers:

1. $2,910.00 from 7130-0729-5306-00 (MRC - Contract Service) to 7130-0729-5304-00 (MRC - Equipment)
2. $160.00 from 7143-0718-5102-00 (Public Health Workforce salaries) to 7143-0718-5306-25 (Public Health Workforce software license/service)
3. $1,000.00 from 7089-0714-5102-00 (C & DD salaries) to 7089-0714-5303-00 (C & DD supplies)
4. $500.00 from 7089-0714-5306-25 (C & DD software license/service) to 7089-0714-5303-00 (C & DD supplies)

Mr. Logsdon seconded the motion. The motion carried unanimously.

Resolutions

Dr. Wolph asked Ms. Goon to explain 2023.09 Resolution to increase credit card limit. Ms. Goon explained that there was an existing credit card policy that was approved in 2020 and that, per revised code, if the need to increase the credit limits that are allowed on the card has to come to the Board for approval. She explained that at times the limit is not high enough. For example, the Health Department currently has some great purchases that need to be made and they can get the item at the best prices by doing it through credit card through Amazon verses any other vendor. There was travel from earlier this week on the credit card currently and other purchases, so we are at the point where we can't make all the purchases needed because the limit is too low. This is why we are proposing the increase to $10,000 for the Visa card.

Dr. West asked how often we are getting to the current limit or having issues with the current limit.
Mrs. Gaietto responded that now that we are traveling more, she thinks it is going to come up more often. One thing that did add to the charges right now is that the postage that we had to pay for the EPA mailer was $1800.00 and a couple of people traveling.
Dr. West asked if the new limit would put them able to do it without having to risk getting to that limit.
Mrs. Gaietto said that she would hope so. She also added that right now they are working on the MRC Grant and that grant ends in September so they are trying to get the stuff purchased quickly.
Dr. Wolph asked if it was currently at $5,000.00. Mrs. Gaietto answered yes.
Dr. Wolph presented the resolution. Mr. Logsdon made a motion to approve the following Resolution:

Resolution 2023.09 - Resolution to increase credit card limit

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

Contracts and Agreements

Mr. Logsdon made a motion to approve the following contracts:

1. A & D Excavating, L.L.C., for H2Ohio home sewage treatment systems installation (Godfrey property), 04/12/2023-07/10/2023, not to exceed $22,374.00 (payer)
2. Wyandot County General Health District, for Get Vaccinated Ohio Grant administrative support services, 07/01/2023-06/30/2024, not to exceed $28,626.00 (payee)
3. AMETEK Brookfield, for an extended warranty for the Jerome meter, 04/12/2023 - 04/11/2024, not to exceed $1,500.00 (payer)
4. Ohio Department of Health, for the continuation of Naloxone services, 01/01/2023 - 03/31/2023; not to exceed $20,000.00 (payee)

Mrs. Posey seconded the motion.

Mr. Weinandy asked if the dates were correct on the fourth contract for the Ohio Department of Health. Ms. Goon said that specifically they offered a contract and they weren't ready to put out the grant proposal for the next round of grants, so they had a three-month contract and we have finally received it after the period is almost over. A new grant started April 1 that we did not get.

Mrs. Vitte asked Ms. Goon to explain Contract number two with Wyandot County General Health District. Ms. Goon stated that, is for our Get Vaccinated Grant, where we promote children being up to date and current with their vaccinations. It is about promotion and not about provision. This year, with the Ohio Department of Health the minimum grant is $30,000.00, the amount we were eligible for fell below that, so we had to go in with another county. So there had to be conversations with other Health Departments to find another county willing to go together with us and the agreement that was made was that they would be the administrative agent. So, they are taking on the reporting requirements and the fiscal reports.

The motion to approve the contracts carried unanimously.

Discussion on Additional Funding Options from County Commissioners

Dr. West stated if they would like to put a working list together of ideas. Then, as the chair of the Environmental Committee, he can start working with advisors and the council to get prices of items that come up now. Also, with Laura here, he could try to get pricing from that, ideas about what the board's perspective might be and possible things they would like to see.

Mrs. Posey was not sure of the details needed but thought they would like some ideas. Mr. Logsdon felt that they needed to know if the health department needed more people or equipment, software or whatever is needed. Dr. West asked if they would like to put together a work list.
Ms. Goon added that she would rely upon staff because you don't do the program, staff does the program, they could tell how much more money would be needed.

Mrs. Wallrabenstein added from her perspective, if we get to keep the program, we have substantial C&DD funding to use. She was not sure if we would need to ask for a lot more money from the solid waste district because the money is there in the C&DD fund. Now, if the program is taken away from us, then the C&DD funding goes away, there won't be much to work with and then we would need to rely on other funding to continue whatever programs we would still be allowed to do or have any authority to do if the program was taken from us. Mrs. Wallrabenstein thought that doing private well testing would be in our purview and an environmental impact study. Those things will still need funding because we will not have the internal funding to do that anymore. It depends what happens here.

Dr. West stated that they are asking for a list and expected cost, he said they should list essentially of what we would like to see and what the estimated cost to be and move forward in that direction. Then the list can be possibly modified later. One element, like the SO2 meters, we already have in play and we are working on the cost of what those might be and that is one cost expenditure that we would have for oversight and management. Mrs. Wallrabenstein asked if those are in addition to the stationary air monitoring locations. Dr. West answered yes , we have the two SO2 meters that we are working on that were approved by the board already. They are working on what that price might be, so there is an estimated cost that would be coming for the oversight.

Dr. Sewell said that she emailed about doing the environmental impact study and that will be a substantial sum as well, she thought we could put that at the top of the list. Mrs. Posey asked about the geological study that was talked about prior and asked if that could be part of the impact study. Mrs. Wallrabenstein thought that could be part of the impact study.

Dr. West added he would like to look at additional inspection, either contracting with someone or adding additional inspection for oversight and what that cost might be.

Mr. Weinandy asked if the board knows where we compare with other areas that have landfills, Dr. Wolph answered that there are very minimal to compare to. Mr. Weinandy wanted to know if other areas have more inspectors and Dr. Wolph answered that there are.

Ms. Goon said that she doesn't know if there is more per landfill. For example, Hamilton County does have more, but they have 12 landfills and they don't do just landfills. Mrs. Wallrabenstein also added that their inspectors have to be sanitarians.

Ms. Goon said even the question of whether you can use solid waste funds for air monitoring stations would be one we would have to explore because it is not the solid waste portion of the facility. We would have to check and see if that would be an allowable expense. Ms. Goon stated that it is already one we already mentioned and shared some of these ideas both with the commissioners and with their legal counsel.

Mr. Weinandy asked if we have the funds and can offset those costs from the current budget. Ms. Goon answered no because we already have those costs in our current budget, out of our landfill, out of our C&DD funds. Mr. Weinandy said that for the monitoring. Ms. Goon said right. Mr. Weinandy said that was what he was saying, that monitoring would come out of your current budget and additional would come out of additional funds. Ms. Goon added, like Laura just said, we have sufficient funds to cover the air quality monitoring stations.

Mrs. Vitte asked if there is any idea what we are looking at for legal cost with things that are transpiring now. Ms. Goon answered no not really, you have a limit on what you can spend on legal cost per the court order that appointed special legal counsel for you. Ms. Goon stated that the court order very specifically said your approved up to $100,000.00. You can come back and ask for additional dollars to be allowed or granted but it can't exceed what the Prosecuting Attorney gets in a year, so there is an upper limit on that expenditure. Mrs. Vitte asked if that is something already calculated out in the budget for what currently in C&DD. Ms. Goon answered there are sufficient funds in there for that.

Dr. West asked if we have communicated with the advisors by Board to inquiry of them what things they might recommend in addition to what we might not be doing currently to add to that list. Ms. Goon responded that she has had conversations and so has Laura.

Mrs. Wallrabenstein said her understanding is the continuation of the air monitoring stations the impact study an additional inspector. Dr. Sewell asked if there was anything else that was suggested to them by the advisors. Mrs. Wallrabenstein answered no.

Dr. West said he knew there was a discussion of radiological assessment on the contents coming in and radiological monitors being added to the contents of the loads coming in, that might also be an additional thing to look into.

Mrs. Vitte asked if archeological would be part of an impact study as well. Dr. west stated a cultural impact archeological study, may possibly be included.

Dr. Sewel stated she feels that this is a good working list for them, at least to start and see what they say. Assuming that if they feel that things are not included in that, they will email us and thing can be discussed further.

Mr. Weinandy asked if there is a need to have a strong opinion one way or another on the additional inspector if that is staff that we bring on or if that is a third-party contractor. That it would be long term with bring someone else on verses a short-term contract with possibly even outside eyes coming in. Ms. Goon stated that an important thing to know is if they are not a registered sanitarian, they have no grounds to be doing an inspection. Ohio EPA and law requires that they must be a registered sanitarian or a sanitarian in training. Mrs. Wallrabenstein said it is possible to bring landfill experts, people like Chris Lund, on the site with Austin to provide in depth knowledge. To actually write a violation they would still have to go through Austin or any Sanitarian.
Dr. West asked if we can give ourselves as a body the option to have possible inspection, adding additional staff and also what the cost might be to bring advisors like Lund what those projected cost to do that. Mrs. Wallrabenstein answered sure. Dr. West said this would be like incorporating two avenues and have both options available to the board and the board would have the funding to do both options.

Mrs. Goon said to answer the question about environmental impact statements typically they look at a minimum would be like the agricultural impact, ecological and environmental impact, economic impact, health impact, housing and infostructure impact, Land use and real estate impact and transportation impact. Ms. Goon said so they can be as broad and narrow as the RFP is written for.

Mrs. Vitte ask if Ms. Goon has an idea of what it cost. Ms. Goon said yes initial conversation with our solid waste consultant is your talking about at least $100,000.00 and it could take 8 to 10 months to do once you actual put the RFP out there. Ms. Goon said you would have to go through a similar process like we are with the air quality stations. You have to put a competitive proposal out there and they have to submit their responses and show what their cost would be to do it and then would have a contact awarded. This is actually a plan function so this is not something the Health District would have the lead on, it is something you would go through a planning commission for. This type of plan is much broader than Health and we would not that the expertise to do this.

Executive Session

Dr. West made a motion to go into executive session at 6:58 to discuss the Health Commissioner's performance evaluation for 2022. Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Edward Logsdon – No	McKenzie Posey –Yes	Dr. Sarah Sewell– Yes
Natasha Vitte - Yes	Allen Weinandy – Yes	Dr. Zachary West–Yes
Dr. Clay Wolph – Yes		

Dr. Wolph announced that at 7:52 the Board returned from executive session.

Dr. West stated Mr. President we have an obligation as the Seneca County Board of Health through duty and responsibility to the citizens that we represent. Then Dr. West made a motion to terminate the contract between the Seneca County Board of Health and Anne F. Goon for inefficiency of Management. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Edward Logsdon – No	McKenzie Posey –Yes	Dr. Sarah Sewell– Yes
Natasha Vitte - Yes	Allen Weinandy – Yes	Dr. Zachary West–Yes
Dr. Clay Wolph – Yes		

Dr. Wolph then stated "Commissioner Goon your contract with the Seneca County Board of Health has been terminated having received the specific required 2/3 majority vote of the Board. You are hereby informed that you are to have no contact with the staff or Board of Health members other than through the chair or legal counsel you have no access to the property of the Seneca County General Health District, you will surrender your keys, the board of the or our Legal counsel will communicate with you to arrange for a gathering of your personal belongings. Do not destroy any property of the Seneca county Board of Health that will include but not limited to Documents, Emails, phone messages, recordings etc... you have no access to your Seneca County General Health District assigned email effect immediately make no representation or assumed representation on behave of the Seneca County Board of Health or the Seneca County Health District.

Public Comment

First called was Mr. Bryan Ezyk. Mr. Ezyk said he would go at the end incase there are questions he could help answer.

Next Dr. Wolph called Ashley Stahl but she declined.

Sarena from Fostoria read scripture she felt was relevant, she read Isaiah 59 starting in chapter 13 .

Mr. Bryan Ezyk of Sunny Farms Landfill/WIN Waste Innovations then spoke he wanted to introduce himself to the new members of the board. He stated that the board is operating under the assumption that Sunny Farms is not a well-run facility, however the state of Ohio inspects the facility and the Health Department's own inspector has inspected the facility continue to find the facility in compliance with the regulations that exist. He encouraged the Board to come to the facility anytime they would like.

Dr. West made a motion to adjourn the meeting at 7:57 pm. Motion carried.

The next Board of Health meeting is scheduled for May 25, 2023, at 6:00 pm, at the North Central Ohio Education Service Center.

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Board of Health President Board of Health Secretary