Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, August 24, 2023, at the Seneca County Regional Planning temporary space, 36 Fair Lane Tiffin, OH 44883. With a quorum present, Board President Dr. Clay Wolph called the Board's regular meeting to order at 6:00 pm.

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.

Board Members Roll Call:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

The Board then recited the Pledge of Allegiance.

Others Present:
Julie Richards, MA, LSW, LPCC/S, Health Commissioner
Anita Gaietto, BBA, Fiscal Director
Andrea Barrell, BSN, RN, Director of Nursing
Trisha Kahler, RD, LD, WIC Director
Erika Handru, Communication Specialist
Ryan Sendelbach, Register Environmental Specialist
Lisa England, Registrar

Executive Session
Dr. West made a motion to go into executive session at 6:01 pm for the purpose of employment and compensation of a public employee. Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

The Board asked Health Commissioner Julie Richards to attend the executive session.

Dr. Wolph announced the return from the executive session at 6:27 pm. Dr. Wolph stated no action was taken.

Continuing Education
Commissioner Richards discussed a training on Ohio Sunshine Law and Robert's Rule of Order open to the Board members and division directors on November 29, 2023 at Terra State Community College.

Dr. West made a motion to add to the agenda under personnel actions consideration of the Environmental Director position and add the consideration of the Accreditation/Nurse position. Also, to add New Business before public comment to the agenda. Mr. Podach seconded the motion. The motion carried unanimously.

CONSENT AGENDA:

Approval of Consent Agenda

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

1. Board Minutes 07/27/2023
2. WIC Program Report – Trisha Kahler, RD, LD
3. Nursing Section Report – Andrea Barrell, RN, BSN
4. Environmental Health Section Report (including Landfill report)- Julie Richards, MA, LSW, LPCC/S
5. Health Commissioner Report – Julie Richards, MA, LSW, LPCC/S
6. Health Planning and Promotion Section Report - Harold Huffman, PhD

Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

ACTION AND DISCUSSION ITEMS

Public Records Request

Mrs. Handru presented one public records request to the board from the previous month. The request was received from WIN Waste Innovations.

Personnel Actions

Dr. West made a motion to allow the Health Commissioner to extend an offer for a full-time Environmental Director, from $28.08 - $37.76 per hour for 40 hours a week. Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Dr. West made a motion to allow the Health Commissioner to extend an offer for a part-time Accreditation manager/part-time Public Health Nurse at $26.00 per hour. Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

POLICY ACTIONS

Medical Freedom Policy

Dr. West made a motion to approve the medical freedom policy. Mr. Podach seconded the motion. The motion passed upon a roll call vote:

Scott Lyons – Abstain	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– No	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

HSTS Variance request

Mr. Sendelbach explained the variance request

1. 15002 E Township Road 88, Attica, Ohio 44807
   Owned by William Linville, 5225 W Lake Shore Drive, Port Clinton, OH 43452
   Brenda Rush, 15002 E TR 88, Attica, Ohio 44807

Dr. West made a motion to approve the variance request as presented. Mr. Weinandy seconded the motion. The motion carried unanimously.

Public Records Policy and Appendices A-F
Mrs. Handru explained the public records policy.

Dr. West made a motion to approve the public records policy and appendices A-F as presented. Mrs. Posey seconded the motion. The motion carried unanimously.

Out of county travel
Mr. Podach made a motion to approve the out of county travel as presented to the Board in the board packet. Dr. West seconded the motion. The motion carried unanimously.

Financial Transactions
Payment of Bills
Mr. Weinandy made a motion to approve the July 2023 bills as presented. Mrs. Posey seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Cash Advances
Dr. West made a motion to approve the cash advance as presented:

1. $20,000.00 from 7060 General Fund to 7143 Public Health Workforce (8/2/2023)

Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Approval of July Intra-Fund Transfers (Appropriation Transfers)
Dr. West made a motion to approve the following Intra-Fund Transfers:

2. From 7143 Public Health Workforce Grant – salaries to software license/service - $120.00 (7/20/2023)
3. From 7142 Public Health Emergency Preparedness – office equipment to out of county travel - $5,000.00 (7/21/2023)
4. From 7092 Get Vaccinated – contract service to hospitalization - $400.00 (7/25/2023)

Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Supplemental Appropriations
Dr. West made a motion to approve the following Supplemental Appropriation

1. Fund 7082 WIC Grant - $48,795.00 (appropriations for 2024 WIC grant beginning 10/1/2023

Mrs. Vitte seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Contracts and Agreements

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

1. A & D Excavating, L.L.C., for home sewage treatment systems installation (Snyder property), 08/08/2023-11/05/2023, not to exceed $17,284.00 (payer)
2. Union County General Health District, for the Bingocize program, 10/01/2023-09/30/2024, not to exceed $3,917.74 (payee)

Dr. Sewell seconded the motion. The motion carried upon roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

NEW BUSINESS

Dr. West made a motion that the Seneca County Board of Health permit the Board President the ability to negotiate and approve on behalf of the Board engagement with an interested party for the purpose of hosting an air quality monitoring station up to the amount of $2,500 annually. Mr. Podach seconded the motion. The motion passed upon a roll call vote:

Scott Lyons – Yes	Robert Podach – Yes	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Public Comment

First to Speak, Courtney French, owner of Fat Pete's, spoke in defense of the possibility of suspension of their license and answered the board's questions.

Next was Brenda Kuhn who thanked the board for accepting the Medical Freedom Policy and hopes others will follow.

Suspension of Fat Pete's License

Mr. Lyons made a motion to return to the table to suspend Fat Pete's License (FSO class 4) for multiple violations of the Ohio Building Code and failure to complete required plan review. Dr. Sewell seconded the motion. The motion carried unanimously.

The Board had a discussion about the license.

Mr. Lyons made a motion to suspend Fat Pete's License (FSO class 4) for multiple violations of the Ohio Building Code and failure to complete required plan review. Dr. Sewell seconded the motion. The motion passed upon a roll call vote:

Scott Lyons – Yes	Robert Podach – Abstain	McKenzie Posey –Yes
Dr. Sarah Sewell– Yes	Natasha Vitte – Yes	Allen Weinandy – Yes
Dr. Zachary West–Abstain	Dr. Clay Wolph – Abstain	

Dr. Sewell made a motion to adjourn the meeting at 7:40pm. Motion carried.

The next Board of Health meeting is scheduled for September 28, 2023, at 6:00 pm. at the Seneca County Regional Planning temporary space, 36 Fair Lane Tiffin, OH 44883.

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Board of Health President Board of Health Secretary