Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, September 26, 2024 at the Seneca County General Health District 92 E. Perry 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.

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:

Deborah Hay – Yes	Nathanael Heiser – Yes	Scott Lyons – Excused
Robert Podach – Yes	Dr. Sarah Sewell– Yes	Dr. Traci Sittason Stark – Yes
Allen Weinandy – Yes	Dr. Zachary West–Yes	Dr. Clay Wolph – Yes

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Others Present:

Julie Richards, MA, LSW, LPCC/S, Health Commissioner
Anita Gaietto, BBA, Fiscal Director
Andrea Barrell, RN, BSN, Nursing Director
Trisha Kahler, RD, LD, WIC Director
Erika Handru, Communication Specialist
Lisa England, Registrar
Ryan Sendelbach, REHS
Meranda Koehl, RN

Executive session

Dr. West made a motion to go into executive session at 6:01 pm to discuss imminent court action with the board's attorney, according to ORC 121.22 (G)(3). Mr. Podach seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

The board requested Julie Richards, Health Commissioner, and Erika Handru, Communication Specialist, attend the session.

Dr. Wolph announced the return from the executive session at 7:02pm. Dr. Wolph stated no action was taken.

Dr. West made a motion to authorize and direct legal counsel Van Kley Law in consultation with the Seneca County Health Commissioner to appeal any and all permits issued on September 11, 2024, by the Ohio EPA. Mr. Heiser seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Consent Agenda:

Approval of Consent Agenda

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

1. Board Minutes 08/22/2024
2. WIC Program Report – Trisha Kahler, RD, LD
3. Nursing Section Report – Andrea Barrell, RN, BSN
4. Health Commissioner Report – Julie Richards, MA, LSW, LPCC/S
5. Health Planning and Promotion Section Report - Harold Huffman, PhD
6. Epidemiologist Report – Caitlin Dennison, MPH

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

Action and Discussion Items

Public Records Request

Erika Handru reviewed the public record request that was received since the last board meeting. Part of the request was fulfilled, and she asked for clarification about the other part of the request.

Personnel Actions

Separation of Employment

Dr. West made a motion to approve separation of employment for Adria Guardiola intermittent Environmental Clerk effective 9/20/2024. Dr. Sewell seconded the motion. The motion carried unanimously.

Resolution 2024.18

Dr. West made a motion to approve Resolution 2024.18 Health Insurance Rates and HSA contribution for 2025. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Nursing Fees

Meranda Koehl presented the requested fees to the Board.

Dr. West made a motion to approve the Basic Life Support class rate of $515 per class for private businesses and $308 per class for nonprofit organizations, effective 9/27/24 and to also approve the Heart Saver class rate of $615 per class for private businesses and $418 per class for nonprofit organizations, effective 09/27/2024. For greater than 10 students, there will be a fee of $45 per student over 10. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Dr. West made a motion to approve the Stop the Bleed class rate of $45 per hour plus travel time and mileage at the current Seneca County General Health District rate. The rate shall also include a 10% fee effective 09/27/2024. Dr. Sittason Stark seconded the motion. The motion carried upon

roll call vote:

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Policy Actions

Rescind

Dr. West made a motion to rescind the condemnation of 644 Sandusky St, Fostoria OH 44830 owned by Paula Weisenauer. Mr. Weinandy seconded the motion. The motion carried unanimously.

First Reading of proposed 2025 Food fees

The board had the first reading of the proposed 2025 food fees. The Board reviewed and discussed the table below:

Food Service Category	Current Local Fee	Proposed Local Fee	Cost Methodology Fee
Commercial Risk 1 <24,999 sq. ft.	**$166.60**	**$183.26**	**$185.37**
Commercial Risk II <24,999 sq. ft.	**$188.18**	**$207.00**	**$210.06**
Commercial Risk III <24,999 sq. ft.	**$364.05**	**$400.46**	**$410.52**
Commercial Risk IV <24,999 sq. ft.	**$462.49**	**$508.74**	**$523.10**
Commercial Risk I >25,000 sq. ft.	**$242.92**	**$267.21**	**$272.27**
Commercial Risk II >25,000 sq. ft.	**$255.71**	**$218.28**	**$287.08**
Commercial Risk III >25,000 sq. ft.	**$917.59**	**$1009.35**	**$1042.52**
Commercial Risk IV >25,000 sq. ft.	**$972.96**	**$1070.26**	**$1105.72**
Mobile	**$270.00**	**$297.00**	**$375.85**
Vending	**$13.49**	**$13.95**	**Set by CPI**
Temporary	**$70.00**	**$80.00**	**$171.32**

Add $28.00 for state fees

Late Fee: 25% of Local Fee.
Plan Review Fees: Class 1 or 2 = $ 300.00
Class 3 or 4 = $ 350.00
We are only adjusting the local fees and the state fee will be added to the amounts shown.

Mr. Podach suggested rounding the amounts of the fees.

IT/Move to Managed Service Plan discussion
Mrs. Richards presented to the Board the managed care service plan with Buckeye IT. She discussed options with other companies and Buckeye was still the most affordable and met the needs of the Health Department.

Dr. West made a motion to authorize to proceed with the managed care plan with Buckeye IT. Mr. Weinandy seconded the motion. The motion carried unanimously.

Out of County Travel
Dr. West made a motion to approve the out of county travel as presented to the Board in the board packet. Mr. Podach seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Financial Transactions
Payment of Bills
Mr. Podach made a motion to approve the August 2024 bills as presented. Mr. Weinandy seconded the motion. The motion carried upon roll call vote:

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Intra-fund Transfers
Dr. West made a motion to approve the Intra-fund Transfers:
1. From fund 7082 WIC-salaries to Contract service - $100.00 – 8/19/24
2. From fund 7060 General Fund -salaries to Software Licenses/Service - $500.00 – 8/19/24
3. From fund 7033 Swimming Pools-salaries to postage and copying - $500.00 – 8/26/24
4. From fund 7067 Food Service-salaries to postage and copying - $300.00 – 8/26/24
5. From fund 7096 Naloxone - equipment to salaries - $1,000.00 – 8/27/24
6. From fund 7096 Naloxone – travel to salaries - $1,000.00 – 8/27/24
7. From fund 7096 Naloxone – advertising/printing to salaries - $1,000.00 – 8/27/24
8. From fund 7096 Naloxone - hospitalization to salaries - $2,000.00 – 8/27/24
9. From fund 7096 Naloxone – transfers out to salaries - $85.00 – 8/27/24

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

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Supplemental Appropriations

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

1. Fund 7060 Board of Health-General Fund - $60,000.00
2. Fund 7089 C & DD - $250,000.00
3. Fund 7092 Get Vaccinated - $10,000.00
4. Fund 7096 Integrated Naloxone - $30,500.00
5. Fund 7141 Nuisance Abatement - $20,000.00
6. Fund 7143 Public Health Workforce - $60,272.00

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

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Resolutions

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

1. Resolution 2024:19 Resolution to increase the compensation established for special counsel

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

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – 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. Allen Excavating, Inc., for home sewage treatment systems installation (Vogel property), 08/29/2024 - 11/26/2024, not to exceed $27,500.00 (payer).

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

Deborah Hay – Yes	Nate Heiser – Yes	Robert Podach – Yes
Dr. Sarah Sewell-Yes	Dr. Traci Sittason Stark – Yes	Allen Weinandy – Yes
Dr. Zachary West–Yes	Dr. Clay Wolph – Yes	

Public Comments-None

Mr. Weinandy made a motion to adjourn the meeting at 7:36.

The next Board of Health meeting is scheduled for October 24, 2024, at 6:00 pm. at the Seneca County General Health District, Basement Conference Room A, 92 E Perry Street, Tiffin, Oh 44883.

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Board of Health President Board of Health Secretary