

**Summit County Combined General Health District  
Board of Health Meeting  
Thursday, February 9, 2023 – 5 p.m.  
Summit Auditorium – Building A**

**Public Conference: 330 926 5796; ID#74883**



*MINUTES*

**Food License Suspension/Revocation – Enforcement Presentation**

**Tonia Burford, MS, Registered Environmental Health Specialist,**

**Environmental Health Director (See Enclosure)**

**A. Welcome of Persons Present:**

**Catherine Cook, MD, MBA, MPH, CPE, CMC  
City of Hudson Board Representative**

**Krisi Gindlesperger, MPAs, PA-C, MBA, DFAAPA  
City of New Franklin Board Representative**

**Janel M. Koellner, BSEd, MEd  
General Health District Board Representative/Copley Township**

**Motion by Mr. Snell, seconded by Mr. Ganoe, to nominate Dan Karant as Acting President for the February 9, 2023 Board of Health Meeting.**

*Approved by voice vote.*

**B. Call to Order – Mr. Karant called the meeting to order at 5:35 p.m.**

**C. Board Member Roll Call:**

<b>Patricia Billow</b>	<i>01/01/2022 -12/31/2025</i>	<i>Present</i>
<b>Todd Burdette</b>	<i>03/21/2022-03/20/2027</i>	<i>Absent</i>
<b>Dr. Catherine Cook</b>	<i>01/01/2023-12/31/2026</i>	<i>Present</i>
<b>Dominic Cugini</b>	<i>04/01/2019-03/31/2023</i>	<i>Virtual</i>
<b>Dr. Roberta DePompei</b>	<i>01/01/2020-12/31/2023</i>	<i>Virtual</i>
<b>Barry Ganoe</b>	<i>05/12/2022-03/31/2024</i>	<i>Present</i>
<b>Dr. Kristine Gill</b>	<i>01/01/2022-12/31/2025</i>	<i>Present</i>
<b>Krisi Gindlesperger</b>	<i>01/01/2023-12/31/2026</i>	<i>Present</i>
<b>Mary Jo Goss</b>	<i>01/01/2023 -12/31/2026</i>	<i>Excused Absence</i>
<b>Dan Karant</b>	<i>01/01/2021-12/31/2025</i>	<i>Present</i>
<b>Janel Koellner</b>	<i>02/09/2023-03/31/2025</i>	<i>Present</i>
<b>Dr. Gayleen Kolazcewski</b>	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
<b>Dr. Alexandra Mamonis</b>	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
<b>Jeffrey Snell</b>	<i>04/01/2022-03/31/2026</i>	<i>Present</i>
<b>Marco Sommerville</b>	<i>01/01/2023-12/31/2026</i>	<i>Absent</i>
<b>Karen Talbott</b>	<i>01/01/2023-12/31/2026</i>	<i>Present</i>
<b>Dr. Kenneth Varian</b>	<i>04/28/2022-12/31/2024</i>	<i>Present</i>
<b>Sheila Williams</b>	<i>01/01/2022-12/31/2025</i>	<i>Excused Absence</i>

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*Others present: Tonia Burford, Angela Burgess, Joanne emery, Clay Knapp, Eddie Mink, Brenda Pickle, Ali Rogalski, Dr. Erika Sobolewski, Shaleeta Smith, Donna Skoda.*

**D. Approval of the Minutes of the Regular Board Meeting**

**Motion by Ms. Talbott , seconded by Ms. Billow to approve the Board of Health meeting minutes from January 9, 2023.**

*Approved by voice vote; Dr. Cook and Mr. Ganoë abstained.*

**E. Public and Staff Comments (three minute maximum.) – None.**

**F. Reading of Schedule E – Late Filings – None.**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept Schedule E – Late Filings:**

**G. Motion by Mr. Snell seconded by Mr. Ganoë to adopt Resolution No. 005-23, entitled “Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda”.**

<b>Schedule A</b>	<b>Personnel</b>
<b>Schedule B</b>	<b>Employee Training and Travel</b>
<b>Expenses</b>	<b>Schedule C Contracts</b>
<b>Schedule D</b>	<b>Finance</b>
<b>Schedule E</b>	<b>Late Filings</b>

**H. Health Commissioner’s Report**

- 1. Presentations** – *Ms. Skoda reported staff will give 15-minute presentations prior to each Board meeting for Board member continuing education credit. PowerPoints and voiceovers will be videotaped and posted to the Board website for absent members.*
- 2. Strategic Plan** – *Strategic Planning Committee will develop and assess long-range plan in concert with Health Commissioner and other committees.*
- 3. 2023 Committees (See Enclosure.)** – *Ms. Skoda reported Board committees are meeting; selecting Chairs, Vice Chairs and developing processes.*
- 4. Board of Health Contact Information** – *Ms. Skoda advised if no objections, would like to reinstate bios/pictures and contact information to the Board website.*

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5. **103rd District Advisory Council (DAC) Meeting – Monday, March 6, 2023 at 12 noon, Summit Auditorium. Lunch provided. Please RSVP to [bpickle@scph.org](mailto:bpickle@scph.org) by Wednesday, March 1, 2023.**
6. **The Financial Operations Committee will meet immediately after the February 9, 2023 Board of Health meeting.**
7. **The Human Resources Committee will meet immediately after the March 9, 2023 Board of Health Meeting.**

**2. Fiscal Report**

- a) **December 2022 and January 2023 Appropriations and Transfers – updated with Munis coding (See Enclosure.)**
- b) **No monthly reports available at this time.**
- c) **Tuition Reimbursement – Tuition reimbursement requests were received from two (2) employees for coursework completed in 2022 totaling \$4,524.70 (See Enclosure.)**

**3. Policy and Legislation – No Report.**

**I. Environmental Report**

1. **Motion by Mr. Ganoë, seconded by Mr. Snell, to adopt Resolution No. 006-23 approving and granting the issuance of a variance for Andrew and Jennifer Kuba at 3662 Ace Drive, Coventry Township, Parcel I.D. 19-04806, Summit County, Ohio, 44319 for the installation of a new sewage treatment system (See Enclosure.)**

*Approved by voice vote.*

**J. Clinical Health/Medical Director's Report**

1. **Motion by Mr. Snell, seconded by Ms. Talbott to adopt Resolution No. 007-23 entitled, Resolution Replacing the Clinical Health Fee Schedule of the Summit County Combined General Health District, Repealing Resolutions Inconsistent Therewith and Declaring it an Emergency effective February 13, 2023" (See Enclosure.)**

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*Approved by voice vote.*

- 2. Communicable Disease Report (See Enclosure.)**
- 3. Influenza Surveillance Report (See Enclosure.)**

**K. Miscellaneous Business**

- 1. Motion by Mr. Ganoë, seconded by Ms. Billow, to adjourn into Executive Session at 5:52 p.m. :**
  - a) To conference with an attorney for the Board of Health concerning a dispute involving the Board that is the subject of imminent court action pursuant to ORC 121.22(G)(3); and**
  - b) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee pursuant to ORC 121.22(G)(1).**

**Roll Call Vote:**

**Patricia Billow (Aye), ~~Todd Burdette~~, Dr. Catherine Cook (Aye),  
Dominic Cugini, ~~Dr. Roberta DePompei~~, Barry Ganoë (Aye),  
Dr. Kristine Gill (Aye), Krisi Gindlesperger (Aye), ~~Mary Jo Goss~~,  
Dan Karant (Aye), Janal Koellner (Aye), Dr. Gayleen Kolazcewski (Aye),  
Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), ~~Marco Sommerville~~, Karen  
Talbot (Aye), Kenneth Varian (Aye) and ~~Sheila Williams~~.**

*Motion carried.*

**Motion by Mr. Snell, seconded by Ms. Talbot, to reconvene from Executive Session at 6:14p.m.**

**Patricia Billow (Aye), ~~Todd Burdette~~, Dr. Catherine Cook (Aye),  
Dominic Cugini, ~~Dr. Roberta DePompei~~, Barry Ganoë (Aye), Dr. Kristine Gill (Aye),  
Krisi Gindlesperger (Aye), ~~Mary Jo Goss~~ ( ), Dan Karant (Aye), Janal Koellner  
(Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell  
(Aye), ~~Marco Sommerville~~, Karen Talbot (Aye), Kenneth Varian (Aye) and ~~Sheila  
Williams~~.**

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*Motion carried.*

*No action taken.*

**L. The meeting of the Board of Health adjourned at 6:15 p.m.**

  
Secretary

  
Acting President

**The next meeting of the Board of Health is scheduled Thursday, March 9, 2023  
at 5:00 p.m. - Building A Boardroom**



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## *SCHEDULE A - PERSONNEL*

- 1. Approve the appointment of Brian Hudson, Emergency Preparedness Coordinator, \$31.77 per hour, full-time, effective February 13, 2023** *(Brian has educational (masters level) and work experience in the field of Emergency Management and will serve as the Regional Public Health Coordinator supporting preparedness within the North East Central Ohio (NECO) Region and within Summit County Public Health. He will work in the Emergency Preparedness Program under the Office of the Health Commissioner.)*
- 2. Approve the appointment of Kristina Miller, Registered Environmental Health Specialist, \$27.82 per hour, full-time, effective February 27, 2023** *(Kristina has a BS Environmental Science and is an REHS in Montana. She will work in the Water Quality programs.)*
- 3. Approve the promotion of Kristen Carpenter, Registered Environmental Health Specialist, full-time, \$29.00 per hour to Environmental Health Supervisor, full-time, \$36.77 per hour, effective February 13, 2023** *(Kristen has been an Environmental Health Specialist for 5 years and will supervise the food and recreation programs.)*
- 4. Approve the resignation of Jackie McCall-Starks, Clerical Specialist, effective January 30, 2023** *(Jackie has worked at SCPH for 10 years in the Vital Statistics program.)*

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*SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL*

## **FEBRUARY TRAINING AND TRAVEL REPORT 2023**

### **TRAVEL OVERVIEW**

Employee Name(s)	Donna R. Skoda
Employee Number(s)	1087
Date Attending	04/14/2023
Date Returning	04/14/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	102nd Ohio Academy of Nutrition and Diabetics (OAND) Annual Conference
Name of Sponsor	OAND
Address	550 E. Spring St.
City	Columbus
State	OH

### **COST(S)**

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total \$ amount for day: NA
Parking &/or Tolls	\$0		
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 248 \$ Amount: \$162.44		
<b>Total Cost of Expenses: \$162.44</b>			



**TRAVEL OVERVIEW**

Employee Name(s)	Rachel Flossie and Anya Parr
Employee Number(s)	4115/4377
Date Attending	01/19/2023
Date Returning	01/19/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Rules, Laws, and Ethics: What's a nurse to do?
Name of Sponsor	Western Reserve
Address	1867 W Market St
City	Akron
State	OH

**COST(S)**

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA
Parking &/or Tolls	\$0		# of meals: NA
Registration	\$0	Total Cost of Meals	Total \$ amount for day: \$0
Mileage \$.655/mile	Miles traveled: 0 \$ Amount: \$0		
<b>Total Cost of Expenses: \$0</b>			

**TRAVEL OVERVIEW**

Employee Name(s)	Nate King & Sara Cochrane
Employee Number(s)	2238 & 4044
Date Attending	02/24/2023
Date Returning	02/24/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Greater Canton Collegiate Interview Day
Name of Sponsor	Kent State University Stark Campus
Address	6000 Frank Ave NW
City	North Canton
State	OH

**COST(S)**

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total \$ amount for day: \$0
Parking &/or Tolls	\$0		
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 23x2- 46 \$ Amount: \$30.13 null: Will be ending in the field due to the event ending at 5 p.m.		

**Total Cost of Expenses: \$30.13**

**TRAVEL OVERVIEW**

Employee Name(s)	Brooke Semonin, Kayla Petranic, Griffin Brown, Frank Osco
Employee Number(s)	2166, 4383, 4239,3298
Date Attending	04/18/2023
Date Returning	04/19/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	ODH DIS Staff and DIS Supervisory Mandatory Meeting
Name of Sponsor	Ohio Dept of Health
Address	246 N High St
City	Columbus
State	Ohio

**COST(S)**

Airfare & Luggage	\$0	Lodging	\$175.00
Shuttle/Rideshare	\$0	Meals	Date: 04/18/2023,04/19/2023... # of meals: 6,4 Total \$ amount for day: \$86.00 and \$42.00
Parking &/or Tolls	\$0		
Registration	\$0	Total Cost of Meals	\$128.00
Mileage \$.655/mile	Miles traveled: 260 \$ Amount: \$170.30		
<b>Total Cost of Expenses: \$473.30</b>			

**TRAVEL OVERVIEW**

Employee Name(s)	Shelby Mills
Employee Number(s)	4374
Date Attending	02/13/2023
Date Returning	02/13/2023
Multiple Meetings?	Yes/No: NO Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Creating Healthy Communities Grant - Mandatory Site Visit Marion County
Name of Sponsor	Ohio Department of Health
Address	181 S Main St
City	Marion
State	Ohio

**COST(S)**

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA # of meals: NA Total\$ amount for day: \$0
Parking &/or Tolls	\$20.00		
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.655/mile	Miles traveled: 235.41 \$ Amount: \$154.19		

**Total Cost of Expenses: \$174.19**

**TRAVEL OVERVIEW**

Employee Name(s)	Colin Nolte
Employee Number(s)	4379
Date Attending	04/23/2023
Date Returning	04/27/2023
Multiple Meetings?	Yes/No: NO Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Preparedness Summit
Name of Sponsor	NACCHO
Address	Hyatt Regency Atlanta 265 Peachtree Street NE
City	Atlanta
State	Georgia

**COST(S)**

Airfare & Luggage	\$300.00	Lodging	\$1,000.00
Shuttle/Rideshare	\$40.00	Meals	Date: 04/23/2023-04/27/2023 # of meals:: 2 (L, D),2 (B, D),2 (B, D),2 (B, D),1(B) Total \$ amount for day:: \$48,\$42,\$42,\$42,\$12
Parking &/or Tolls	\$0		
Registration	\$660.00	Total Cost of Meals	\$186.00
Mileage \$.655/mile	Miles traveled: NA \$ Amount : \$0		
<b>Total Cost of Expense: \$2,186.00</b>			

**TRAVEL OVERVIEW**

Employee Name(s)	Sam Rubens
Employee Number(s)	2211
Date Attending	01/31/2023
Date Returning	02/02/2023
Multiple Meetings?	Yes/No: no Total # of Meetings:
Grant or General Fund?	Grant

Name of Conference	Monitoring Steering Committee
Name of Sponsor	NACAA/EPA
Address	U.S. EPA 109 T.W. Alexander Drive
City	Durham
State	NC

**COST(S)**

Airfare & Luggage	\$450.00	Lodging	\$200.00
Shuttle/Rideshare	\$0	Meals	Date: 1/31/23,2/1/23,2/2/23. # of meals:: 0,3, and 3 Total \$ amount for day: \$0, \$60, and \$60
Parking &/or Tolls	\$60.00		
Registration	\$0	Total Cost of Meals	\$120.00
Mileage \$.655/mile	Miles traveled: \$ Amount: \$0		
<b>Total Cost of Expenses: \$830.00</b>			



**TRAVEL OVERVIEW**

Employee Name(s)	Eric Flint
Employee Number(s)	4384
Date Attending	03/01/2023
Date Returning	03/01/2023
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Association of Ohio Health Commissioners, Inc (AOHC): New Employee Training
Name of Sponsor	AOHC
Address	940 London Ave #1100
City	Marysville
State	OH

**COST(S)**

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: NA
Parking &/or Tolls	\$0		# of meals: NA
Registration	\$30.00	Total Cost of Meals	Total \$ amount for day: \$0
Mileage \$.625/mile	Miles traveled: 308 \$ Amount: \$201.74		

**Total Cost of Expenses: \$231.74**

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## *SCHEDULE C - CONTRACTS*

### **A. Office of the Health Commissioner**

- 1. Adopt Contract No. 141091 authorizing an amended agreement between Effectiff Services LLC and the Summit County Combined General Health District to extend agreement 2 years that provides translation/interpretation services (pending Prosecutor approval for the period January 1, 2022 through December 31, 2024 in an amount not to exceed \$75,000.00 payable to Effectiff Services LLC.)**

### **B. Family Health**

- 1. Adopt Contract Number 141331 authorizing an agreement between the Let's Grow Akron, Inc. and Summit County Combined General Health District for the development and implementation of the Farm2Pantry initiative, East Akron Neighborhood Plan, and one education session and meal kits for Homeless Youth to address food insecurity, funded by the Ohio Department of Health (pending prosecutor approval for the period of January 1, 2023 through December 31, 2023 in an amount not to exceed \$41,000.00 payable to Let's Grow Akron, Inc.)**
- 2. Adopt Contract Number 141333 authorizing an amended agreement between Shelter Care, Inc. and Summit County Combined General Health District to increase the contract dollar amount of the Homeless Youth Outreach agreement (pending prosecutor approval for the period of July 1, 2022, through June 30, 2023 in an amount not to exceed \$51,000.00 payable to Shelter Care, Inc.)**
- 3. Adopt Contract Number 141335 authorizing an agreement between Ohio Department of Health and Summit County Combined General Health District to provide emergency support to Nurse Family Partnership clients funded by the Ohio Department of Health (pending prosecutor approval for the period of October 1, 2022, through June 30, 2023 in an amount not to exceed \$150,500.00 payable to Summit County Combined General Health District.)**
- 4. Adopt Contract Number 141336 authorizing an agreement between Ohio State University and Summit County Combined General Health District to develop educational ADRD curriculum and a caregiver resource center (pending Prosecutor approval for the period of February 1, 2023, through January 31, 2025 in an amount not to exceed \$154,524.24 payable to Summit County Combined General Health District.)**