

**Summit County Combined General Health District
Board of Health Meeting
Thursday, November 10, 2022 – 5 p.m.
Summit Auditorium – Building A**



MINUTES

Public Conference: 330 926 5796; ID#74883

Flu vaccinations administered from 4 p.m. – 5 p.m.

Building A – Conference Room A21

A. Welcome of Persons Present

B. Call to Order

C. Board Member Roll Call:

Patricia Billow	<i>01/01/2022 -12/31/2025</i>	<i>Present</i>
Dr. James Boex	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Todd Burdette	<i>03/21/2022-03/20/2027</i>	<i>Present</i>
Dr. Kimberly Cook	<i>04/01/2021-03/31/2025</i>	<i>Absent</i>
Dominic Cugini	<i>04/01/2019-03/31/2023</i>	<i>Present</i>
Lynn Clark	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Dr. Roberta DePompei	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Barry Gano	<i>05/12/2022-03/31/2024</i>	<i>Present</i>
Dr. Kristine Gill	<i>01/01/2022-12/31/2025</i>	<i>Present</i>
Mary Jo Goss	<i>01/01/2019-12/31/2022</i>	<i>Absent</i>
Dan Karant	<i>01/01/2021-12/31/2025</i>	<i>Present</i>
Dr. Gayleen Kolazcewski	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Dr. Aleksandra Mamonis	<i>01/01/2020-12/31/2023</i>	<i>Present</i>
Jeffrey Snell	<i>04/01/2022-03/31/2026</i>	<i>Present</i>
Marco Sommerville	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Karen Talbott	<i>01/01/2019-12/31/2022</i>	<i>Present</i>
Dr. Kenneth Varian	<i>04/28/2022-12/31/2024</i>	<i>Virtual</i>
Sheila Williams	<i>01/01/2022-12/31/2025</i>	<i>Present</i>

Others Present: Donna Skoda, Tonia Burford, Angela Burgess, Joanne Emery, Clay Knapp, Desaree Masters, Eddie Mink, Brenda Pickle, Dr. Erika Sobolewski, Shaleeta, Smith, Stacy Smith, Ryan Pruett and Joanne Lee/Pad Thai Restaurant.

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D. Approval of the Minutes of the Regular Board Meeting

Motion by Ms. Talbott, seconded by Mr. Karant to approve the Board of Health meeting minutes from October 13, 2022.

Approved by voice vote.

E. Public and Staff Comments (three minute maximum.) – Joanne Lee of Pad Thai Restaurant. *Ms. Lee advised she has been in the restaurant business for the past 30 years. The past couple of years has been a critical time with staffing shortages. Ms. Lee asked for a second chance. She has spent \$15,000 on replacing equipment. She has worked for the past month and things are getting better. She stated she wants to keep this beautiful place and she loves this place.*

F. Reading of Schedule E – Late Filings

Motion by Dr. Boex, seconded by Ms. Clark to accept Schedule E – Late Filings:

SCHEDULE A – PERSONNEL

- 1. Approve the payout of 70 hours of vacation time to Kimatha Hurst, Public Health Nurse.**
- 2. Approve the payout of 70 hours of vacation time to Frank Osco, Public Health Nurse.**

Approved by voice vote.

G. Motion by Mr. Ganoë, seconded by Mr. Karant to adopt Resolution No. 034-22, entitled “Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda”.

Approved by voice vote.

Schedule A	Personnel
Schedule B	Employee Training and Travel
Schedule C	Contracts
Schedule D	Finance
Schedule E	Late Filings

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H. Health Commissioner's Report

- 1. Proposed Board of Health Bylaws and Policy and Procedures – proposed amendments must be submitted in writing to the Board of Health members at least thirty (30) days prior to taking action. Any amendment shall require a two-thirds majority vote of the total membership of the Board of Health. Bylaws and policies and procedures posted to Bylaws Committee website August 29, 2022; reviewed at the Friday, October 7, 2022 Board of Health Retreat.**

Motion by Mr. Karant, seconded by Ms. Clark to adopt Resolution No. 035-22, entitled Resolution Adopting proposed Bylaws and Policies and Procedures effective January 1, 2023 of the Summit County Combined General Health District Board of Health.

Approved by voice vote.

- 2. Strategic Planning Update – Ms. Skoda reported she and Toby Weber have met twice. The strategic plan is due to the State of Ohio by October, 2023. The plan will be for 2023, 2024 and 2025. We would like it completed by February, 2023 for our purpose and entered into Cascade. We are proposing a work session in December, 2022 and January, 2023. Dr. Boex suggested flushing out committees. Information forthcoming. A survey will be sent to poll committee interest.**

Ms. Skoda advised with the departure of Kimberly Cook, a President Pro Tempore replacement needs discussed.

- 3. The Finance & Personnel Committee will meet immediately after the November 10, 2022 Board Meeting.**

4. Fiscal Report

- a) COVID-19 Rolling Expense Report (See Enclosure.)**

- 5. Policy and Legislation – No Report.**

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I. Environmental Report

- 1. Second Reading of Resolution No. __-22 entitled, "Resolution Adopting an Environmental Fee Schedule for the Year 2023 of the Summit County Combined General Health District and Declaring an Emergency" effective January 1, 2023 (See Enclosure.) Ms. Burford reported the Licensing Council was unable to meet due to scheduling conflicts and no quorum. A public meeting was held on November 2 at 3 p.m. Two Heinens' staff members attended to meet staff.**
- 2. Motion by Mr. Snell, seconded by Ms. Clark to adopt Resolution No. 036-22 declaring a public health nuisance and ordering the revocation of the food service operation license at Pad Thai located at 3545 Brookwall Drive, Akron, OH, 44313, Summit County, Ohio, for failure to maintain sanitary conditions and repeat critical food safety violations under the enforcement proceedings in ORC 3717 (See Enclosure.)**

Roll Call Vote:

Patricia Billow (Aye), Dr. James Boex (Aye), Todd Burdette (Aye), Lynn Clark (Aye), Dominic Cugini (Aye), Dr. Roberta DePompei (Aye), Barry Ganoe (Aye), Dr. Kristine Gill (Aye), Dan Karant (Aye), Dr. Gayleen Kolazcewski (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville (Aye), Karen Talbott (Aye), and Sheila Williams (Aye).

Motion carried.

- 3. Industrial Excess Landfill (IEL) Update – Ms. Burford reported USEPA conference calls have been conducted with progress. There are 25 properties in Summit and Stark County that have connected to water. That number should be 35 to 40. There have been some logistic issues. We are working on enforcement for six properties on Warren Drive in Green. They all have the same owner. We took our public health order to our legal counsel for approval. The first step is the sanitarian gives orders, then the Health Commissioner gives orders and then court. We anticipate this will end up in court. The owner doesn't feel he should have to comply with the Board of Health order and recommendations of EPA. Stark has four properties with problems obtaining samples and one person that will not connect. We have been collaborating with their attorney to make sure orders match. OEPA has labeled the response as no longer an emergency. The Principal Responsible Party did offer a connection to any properties that had a detection and a one-time \$500 payment to offset water bills. The owner on Warren Drive does not feel that is enough compensation. OEPA will host a public meeting this winter and**

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will launch an interactive map with all the values of this area. The public has been asking for this map. OEPA wanted duplicate data to validate. They draw two samples and run one to make sure they match. The next phase is monitoring wells to monitor the plume. The allowable limit is .42; the level is now .23. The City of Green was responsible for getting dollars for the residents.

J. Clinical Health/Medical Director's Report

- 1. First Reading of Resolution No. __-23 entitled, "Resolution Adopting a Clinical Health Fee Schedule for the Year 2023 of the Summit County Combined General Health District and Declaring an Emergency" effective January 16, 2023 (See Enclosure.)**
- 2. Communicable Disease Report (See Enclosure.)** *Dr. Sobolewski reported influenza is well over the five-year average as to where the case counts are now. Dr. Sobolewski recommended reviewing Ohio Department of Health's website where influenza is graphed. It is quite remarkable where it falls on the graph.*

Receiving HAN alerts for Ebola in Uganda. We're responsible for tracking travelers for 21 days traveling from Uganda. Anyone with direct contact will not be permitted to leave Uganda. Unfortunately, the vaccine is not covering this variant. Working diligently to come up with a new vaccine.

Between 2017 and 2019, we had 2,000 cases of syphilis. In 2021, it jumped to 3,000. Here in Summit County, typically we're under 100 cases. In 2021, it was 200 cases. If numbers continue to increase we'll be on track for 300 cases this year. Unfortunately, we're starting to see congenital syphilis cases (children born from women with syphilis.) Either still births, miscarriages, or children born with chronic medical conditions (neurologic, developmental issues, severe anemias.) We are spreading information on treatment guidelines, making Emergency Rooms aware. Next year, we will break out the syphilis cases to identify how many are congenital versus regular. The biggest issue is missed diagnosis or not diagnosed.

Monkeypox is also being misdiagnosed. It actually looks like pustular acne. The last cases we've seen in the past few weeks, one person had five or seven spots and one person had three. Unfortunately, they had been to an urgent care, the Emergency Room and their PCP and not diagnosed. It's a lot of education. Thirty percent of monkeypox cases have another co-existing STI. Often it is syphilis. Dr. Boex asked what group is high risk? Dr. Sobolewski advised they see a lot of STIs for in men having sex with men because they are often engaging in high-risk sexual behavior. Mothers pregnant not seeking prenatal care or had initial prenatal care with no

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follow-up and not tested again. Congenital syphilis cases are a big concern. Syphilis is very treatable. Dr. Sobolewski advised the CDC 2020 guidelines were distributed to places that were inappropriately diagnosing.

3. COVID-19 Report *(See Enclosure.)*

4. Influenza Surveillance Report *(See Enclosure.)*

5. Vector Borne Disease Report – Final Report *(See Enclosure.)*

K. Miscellaneous Business – *Mr. Snell recommended a survey to determine committee memberships. Ms. Skoda advised she would send.*

L. The meeting of the Board of Health adjourned at 5:42 p.m.


Secretary


President

**The next meeting of the Board of Health is scheduled Thursday, December 8, 2022
at 5:00 p.m. - Building A Summit Auditorium**

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SCHEDULE E - LATE FILINGS

SCHEDULE A - PERSONNEL

- 1. Approve the payout of 70 hours of vacation time to Kimatha Hurst, Public Health Nurse.**
- 2. Approve the payout of 70 hours of vacation time Frank Osco, Public Health Nurse.**

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SCHEDULE A - PERSONNEL

- 1. Approve the appointment of Courtney James, Outreach Specialist, \$18.34 per hour, full-time, effective November 7, 2022** *(Courtney will be working in the Division of Family Health.)*
- 2. Approve the appointment of De'Maria Thompson, Outreach Specialist, \$18.34 per hour, full-time, effective November 21, 2022** *(De'Maria has a Master's in Public Health from Kent State University and will be working in the Family Health Division.)*
- 3. Approve the appointment of Mikaela Johnson, Breastfeeding Peer Helper, \$15.44 per hour, full-time, effective November 21, 2022** *(Mikaela has one year of breastfeeding experience and has been a WIC participant. She will be working in the WIC program in the Division of Family Health.)*
- 4. Approve the appointment of Nicole Becher, Clinical Coordinator, \$31.77 per hour, full-time, effective November 21, 2022** *(Nicole will be working in the Clinical Health Division on several grant programs.)*
- 5. Approve the appointment of Heather Gerrets, Licensed Social Worker, \$26.82 per hour, full-time, effective November 21, 2022** *(Heather will work in the Family Health Division in the Senior and Adult Services Unit.)*
- 6. Approve the appointment of Sara Russo, Disease Prevention Specialist, full-time, \$26.82 per hour, effective November 21, 2022** *(Sara has a Master's in Public Health from Kent State University and will be working in the Family Health Division.)*
- 7. Approve the appointment of Ryan Sturgeon, Environmental Health Specialist/Environmental Health Specialist in Training, full-time, \$26.82 per hour, effective December 5, 2022** *(Ryan has a Bachelor's degree in Public Health from Kent State University and will work in the Healthy Homes Program.)*

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SCHEDULE A - PERSONNEL

- 8. Approve the appointment of Cory Tibbits, Registered Environmental Health Specialist/ Environmental Health Specialist in Training, full-time, \$26.82 per hour, full-time, effective December 5, 2022 (Cory is a graduate of Bowling Green State University. He will work in the Water Quality Program.)**
- 9. Approve the resignation of Alison Collingsworth, Account Clerk 3, effective November 7, 2022 (Alison joined SCPH in July of 2021 and worked in both COVID response and Fiscal.)**
- 10. Approve the resignation of Vanessa Willaman, Clinical Supervisor, effective November 9, 2022 (Vanessa joined SCPH in July of 2021 and worked in the Family Health Division.)**
- 11. Approve the resignation of Nicholas Sams, Registered Environmental Health Specialist, effective November 10, 2022 (Nicholas joined SCPH in May of 2019 and worked in the Water Quality Program.)**
- 12. Approve the resignation of Justin Fry, Emergency Preparedness Planner, effective November 10, 2022 (Justin joined SCPH in September of 2021 and worked in the Emergency Preparedness program.)**
- 13. Approve the resignation of Bridget Haag, Registered Environmental Health Specialist, effective November 17, 2022 (Bridget joined SCPH in June of 2019 and worked in the Water Quality program.)**

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SCHEDULE B - EMPLOYEE TRAINING AND TRAVEL

NOVEMBER TRAINING AND TRAVEL REPORT 2022

TRAVEL OVERVIEW

Employee Name(s)	Donna Skoda, Angela Burgess
Employee Number(s)	1087, 1110
Date Attending	10/21/2022
Date Returning	10/21/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	Better Health Partnership 2022 Learning Collaborative
Name of Sponsor	Better Health Partnership
Address	4400 Richmond Rd.
City	Warrensville Heights
State	Ohio

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: # of meals: Total\$ amount for day:
Parking &/or Tolls	\$10.00		
Registration	\$35.00	Total Cost of Meals	\$0
Mileage \$.625/mile	Miles traveled: 65 \$ Amount: \$41.00		
Total Cost of Expenses: \$86.00			

TRAVEL OVERVIEW

Employee Name(s)	Kristi Kato
Employee Number(s)	1096
Date Attending	11/15/2022
Date Returning	11/17/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	2022 Virtual Safe Routes to School Summit
Name of Sponsor	Safe Routes to School Partnership
Address	Virtual
City	Virtual
State	Virtual

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date:
Parking &/or Tolls	\$0		# of meals:
Registration	\$99.00	Total Cost of Meals	Total \$ amount for day:
Mileage \$.625/mile	Miles traveled: \$ Amount: \$0		
Total Cost of Expenses: \$99.00			

TRAVEL OVERVIEW

Employee Name(s)	Kayla Petranic, Justin Best, Violet Hoffman
Employee Number(s)	4383, 4417,4424
Date Attending	12/01/2022
Date Returning	12/02/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	General Fund

Name of Conference	2022 Public Health Nursing Conference
Name of Sponsor	OPHA
Address	2870 Cove Lane
City	Walnut Creek
State	Ohio

COST(S)

Airfare & Luggage	\$0	Lodging	\$320.00
Shuttle/Rideshare	\$0	Meals	Date: 12/1/2022 # of meals: 3 Total \$ amount for day:\$57.00
Parking &/or Tolls	\$0		
Registration	\$612.00	Total Cost of Meals	\$57.00
Mileage \$.625/mile	Miles traveled: 110 \$ Amount: \$68.75		

Total Cost of Expenses: \$1,057.75

TRAVEL OVERVIEW

Employee Name(s)	Kristi Kato
Employee Number(s)	1096
Date Attending	11/15/2022
Date Returning	11/15/2022
Multiple Meetings?	Yes/No: No Total # of Meetings: 1
Grant or General Fund?	Grant

Name of Conference	Grant Deliverable - Engage and Learn from other OHIZ subrecipients
Name of Sponsor	Ohio Department of Health- Youngstown Health Department
Address	9 W Front Street
City	Youngstown
State	Ohio

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: # of meals: Total\$ amount for day:
Parking &/or Tolls	\$20.00		
Registration	\$0	Total Cost of Meals	\$0
Mileage \$.625/mile	Miles traveled: 112 \$ Amount: \$70.00		
Total Cost of Expenses: \$90.00			

Multiple Meetings

TRAVEL OVERVIEW

Employee Name(s)	Adam Hocevar, Brianna White, Brianna Elston, Caitlin Meier, Steven Smith, Erika Fickey
Employee Number(s)	4357, 4263, 4332, 4401, 4341 and 4204
Date Attending	11/14/2022
Date Returning	06/30/2023
Multiple Meetings?	Yes/No: Yes - Online Total # of Meetings:
Grant or General Fund?	General Fund

Name of Conference	Registered Sanitarian/Registered EHS Exam Prep and CEU
Name of Sponsor	Kent State University
Address	750 Hilltop Dr
City	Kent
State	OH

COST(S)

Airfare & Luggage	\$0	Lodging	\$0
Shuttle/Rideshare	\$0	Meals	Date: # of meals: Total \$ amount for day:
Parking &/or Tolls	\$0		
Registration	\$780.00	Total Cost of Meals	\$0
Mileage \$.625/mile	Miles traveled: \$ Amount:\$0		

Total Cost of Expenses: \$780.00

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SCHEDULE C - CONTRACTS

A. Operations and General Supportive Services

- 1. Adopt Contract No. 141273 Authorizing an agreement between Cascade Strategy USA, Inc. and Summit County Combined General Health District to provide strategic planning software** *(pending Prosecutor approval for the period January 1, 2023 through December 31, 2025 in an amount not to exceed \$52,878.00 payable to Cascade Strategy USA, Inc.)*
- 2. Adopt Contract No. 141283 authorizing an agreement between Summit County Prosecutor's Office and Summit County Combined General Health District for legal services** *(pending Prosecutor approval for the period January 1, 2023 through December 31, 2023 in an amount not to exceed \$25,000.00 payable to Summit County Prosecutor's Office.)*

B. Family Health

- 1. Adopt Contract No. 141279 authorizing an amended Memorandum of Understanding (MOU) between the Summit County ADM Board and Summit County Combined General Health District to change the MOU end date from March 31, 2023 to December 31, 2022 for the Volunteer Guardian Program** *(pending Prosecutor approval for the period April 1, 2022 through December 31, 2022 in an amount not to exceed \$155,250.00 payable to the SCCGHD.)*
- 2. Adopt Contract No. 141280 authorizing an amended Memorandum of Understanding between the County of Summit Department of Job and Family Services and Summit County Combined General Health District to change the MOU end date from March 31, 2023 to December 31, 2022 for the Volunteer Guardian Program** *(pending Prosecutor approval for the period April 1, 2022 through December 31, 2022 in an amount not to exceed \$50,000.00 payable to SCCGHD.)*
- 3. Adopt Contract No. 141281 authorizing an amended Memorandum of Understanding between the County of Summit Board of Developmental Disabilities and Summit County Combined General Health District to change the MOU end date from March 31, 2023 to December 31, 2022 for the Volunteer Guardian Program** *(Pending Prosecutor approval for the period April 1, 2022 through December 31, 2022 in an amount not to exceed \$50,000.00 payable to the SCCGHD.)*

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SCHEDULE D - FINANCE



SUMMIT COUNTY PUBLIC HEALTH

Cash Statement As of October 2022

<u>Cash Receipts</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Local Taxation	\$3,230,675	\$0	\$3,230,675
State Subsidy	\$786,152	\$0	\$786,152
Environmental Health Fees	\$2,080,600	\$198,806	\$2,279,406
Vital Statistics	\$482,918	\$0	\$482,918
Personal Health Services	\$440,966	\$9,177	\$450,143
Miscellaneous Receipts	\$246,379	\$11,070	\$257,449
Federal Funds Reimbursement	\$18,953	\$8,644,077	\$8,663,030
Local Contracts (Including Akron)	\$3,482,331	\$576,328	\$4,058,659
State Fees	\$847,296	\$0	\$847,296
Rental of Property	\$82,504	\$0	\$82,504
TOTAL CASH RECEIPTS	\$11,698,774	\$9,439,458	\$21,138,232
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Salaries	\$4,351,788	\$3,943,070	\$8,294,858
PERS/Workers Comp/Medicare	\$652,932	\$605,933	\$1,258,865
Health Benefits	\$804,153	\$697,865	\$1,502,018
Travel	\$52,943	\$30,493	\$83,436
Supplies	\$369,222	\$739,686	\$1,108,908
Contracts Services/Repairs	\$1,206,799	\$3,154,555	\$4,361,354
Building Rental	\$27,323	\$132,524	\$159,847
Advertising and Printing	\$17,178	\$155,139	\$172,317
Other Expenses	\$130,314	\$530,602	\$660,916
Equipment	\$275,482	\$322,579	\$598,061
Remittance to State	\$934,746	\$0	\$934,746
TOTAL CASH DISBURSEMENTS	\$8,822,880	\$10,312,446	\$19,135,326
RECEIPTS LESS DISBURSEMENTS	\$2,875,894	(\$872,988)	\$2,002,906
Transfers/Advances-In	(\$2,421,260)	(\$386,369)	(\$2,807,629)
Transfers/Advances-Out	\$0	\$2,807,629	\$2,807,629
Reserve for Encumbrances	\$14,317,177	\$5,838,948	\$20,156,125
FUND BALANCE	\$19,614,331	\$2,544,700	\$22,159,031



Summit County Public Health

General Fund Executive Summary

October 2022 Financial Report

	<u>2021 YTD</u> <u>Actual</u>	<u>2022 YTD</u> <u>Actual</u>	<u>2021 vs 2022</u> <u>YTD Variance</u>
<u>Cash Receipts</u>			
Local Taxation	3,230,675	3,230,675	0
State Subsidy	204,339	786,152	581,812
Environmental Health Fees	2,514,790	2,080,600	(434,190)
Vital Statistics	477,927	482,918	4,991
Personal Health Services	506,014	440,966	(65,048)
Miscellaneous Receipts	576,298	246,379	(329,919)
Federal Funds Reimbursement	9,404	18,953	9,549
Local Contracts (Including Akron)	3,437,377	3,482,331	44,954
State Fees	851,974	847,296	(4,678)
Rental of Property	87,800	82,504	(5,296)
TOTAL CASH RECEIPTS	11,896,599	11,698,774	(197,824)
<u>Cash Disbursements</u>			
Salaries	3,330,832	4,351,788	1,020,956
PERS/Workers Comp/Medicare	501,948	652,932	150,984
Health Benefits	647,568	804,153	156,585
Travel	65,820	52,943	(12,877)
Supplies	366,608	369,222	2,614
Contracts Services/Repairs	1,159,453	1,206,799	47,345
Building Rental	36,236	27,323	(8,914)
Advertising and Printing	18,042	17,178	(864)
Other Expenses	100,078	130,314	30,236
Equipment	193,778	275,482	81,704
Remittance to State	938,129	934,746	(3,383)
Nuisance Abatement Expense	1,540	0	(1,540)
TOTAL CASH DISBURSEMENTS	7,360,031	8,822,879	1,462,848
RECEIPTS LESS DISBURSEMENTS	4,536,568	2,875,895	(1,660,673)
Transfers/Advances-In (Receipts)	(2,421,282)	(2,421,260)	22
Transfers/Advances-Out (Disbursements)	0	0	0
Reserve for Encumbrances	9,765,322	14,317,177	4,551,855
FUND BALANCE	16,723,172	19,614,333	2,891,160