

**Portage County Combined General Health District**  
**Board Meeting Minutes**  
**September 15, 2020**  
**6:00 PM**



**COVID-19 response has changed our Board of Health in-person meeting to a conference call.**

**I. CALL THE MEETING TO ORDER**

The Portage County Combined General Health District Board of Health met on Tuesday, September 15, 2020, via conference call. The meeting was called to order at 6:02pm by Board President Howard.

Board Members in Attendance:      Robert Howard, President  
   Evelyn Cutlip, Vice President  
   Amy Hammar, Member  
   Lucy Ribelin, Member  
   Charles Delaney, Member\*  
   James Bierlair, Member  
   Dr. Megan Frank, Member

Board Members Absent:                Dr. Howard Minott, Member

Staff in Attendance:                    Joseph Diorio, Health Commissioner  
   Mark Arredondo, Medical Director  
   Rosemary Ferraro, Director of Nursing  
   Mary Helen Smith, Director of Environmental Health  
   Becky Lehman, Director of Health Education and  
   Promotion, Accreditation Coordinator  
   Amy Cooper, WIC Director  
   Justin Rechichar, Environmental Supervisor  
   Amos Sarfo, Environmental Supervisor  
   Sarah Meduri, Personnel Officer  
   Penny Paxton, Epidemiologist

Advisory Council:                        Bruce Lange, Charlestown Township

Others:                                        None

Media Present:                            None

\*Mr. Delaney joined the meeting at 6:05pm.

## II. APPROVAL OF MINUTES:

Board of Health Meeting: August 18, 2020 – Board Member Ribelin presented a motion to Accept the Board Meeting Minutes of the August 18, 2020, seconded by Board Member Cutlip. An “aye” vote was cast by all, motion carried.

Board Member Howard	Ye	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Absent

## III. PORTAGE COUNTY TOWNSHIP ASSOCIATION (Advisory Council) – no comment

## IV. ACTION ITEMS

### A. Expenditure Ratifications

Invoice Batch No. 8323	\$8,002.76
Invoice Batch No. 8419	\$27,156.89
Invoice Batch No. 8423	\$8,561.58
Invoice Batch No. 8473	\$15,946.69
Invoice Batch No. 8480	\$5,750.18
Invoice Batch No. 8554	\$17,067.81
Invoice Batch No. 8562	\$2,434.92
Total Invoice Batch	\$84,920.83

Board Member Delaney joined the call at 6:05pm.

Mr. Diorio stated in Batch 8419 the \$18,480.96 expense to Kent City Health Department is for COVID-19 Grant monies.

Board Member Hammar presented a motion to accept the above Expenditures and Ratify these expenses, seconded by Board Member Cutlip.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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**B. Equipment Request- Stormwater Vehicle- 2020 Ford F150 Crew Cab XL White**

The equipment request is for vehicle for the Stormwater Program in the Environmental Division. Money has already been allocated through the program for the purchase of the vehicle. The 2020 Ford F150 Crew Cab XL can tow a trailer without needing assistance from other agencies. The truck will also be shared by all supervisors when not being used by staff working in the Stormwater Program.

Board Member Ribelin presented a motion to approve the purchase of the Stormwater Vehicle as stated above, seconded by Board Member Frank.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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**C. Resolution #20-72 A Journal Entry Reversal/Expense Corrections for the Portage County Combined General Health District**

Resolution 20-72 is Motorcycle Ohio Salaries and Fringes to be expended from the grant to pay back the Health Education fund. Ms. Blasiman submits her hours at the end of the grant period. The Motorcycle Ohio Grant runs from July 1<sup>st</sup> to June 30<sup>th</sup>. The hours reflect the hours expended the first half of the year.

Board Member Ribelin presented a motion to Adopt Resolution #20-72 as stated above, seconded by Board Member Cutlip

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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**D. Resolution #20-73** Amendment to the 2020 Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified.

Mr. Diorio explained that 8900 appropriated funds in the Naloxone Grant and increased appropriations in the Stormwater Project Code to cover the proposed vehicle. Fund 8903 amended appropriations in the Food Service NCCHO Grant, 8907 appropriated funds to cover the proposed vehicle, 8912 appropriated funds for the Coronavirus Response Grant, 8916 appropriated funds for WIC and 8917 appropriated funds for the Reproductive Health and Wellness Grant.

Board Member Cutlip presented a motion to Adopt Resolution #20-73 as stated above, seconded by Board Member Bierlair.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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**E. Resolution #20-74** The Portage County Board of Health Acceptance of the Service Agreement Between Mental Health Recovery Board of Portage County (MHRB) and Portage County Combined General Health District (PCCGHD) for Services Related to Project DAWN.

Ms. Lehman stated the contract has been in place since the Health District started Project Dawn. The Health District provides education and kits to individuals and the Mental Health and Recovery Board provides reimbursement for the kits.

Board Member Ribelin presented a motion to Adopt Resolution #20-74 as stated above, seconded by Board Member Hammar.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- F. **Resolution #20-75** The Portage County Combined General Health District Acceptance to Enter into Contract with Kent City Health Department for Contact Tracing for COVID-19 and Permit Health Commissioner, Joseph J. Diorio, to Sign the Contract Pending Completion.

Mr. Diorio stated the CT20 grant has provided over \$500,0000 in funding from the state to develop a contact tracing pool. The grant provided \$97,228.00 initially and then an additional \$19,503.00 for Kent City Health Department for their own contact tracers.

Board Member Cutlip presented a motion to Adopt Resolution #20-75 as stated above, seconded by Board Member Delaney.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- G. **Resolution #20-76** The Portage County Combined General Health District Acceptance to Enter into Contract with Kent City Health Department for Coronavirus Response Supplemental and Permit Health Commissioner, Joseph J. Diorio, to Sign the Contract Pending Completion.

The Coronavirus Response Grant provided \$36,816.00 initially and the Coronavirus Supplemental Grant provided an additional \$24,335.00 to Kent City Health Department.

Board Member Ribelin presented a motion to Adopt Resolution #20-76 as stated above, seconded by Board Member Frank.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- H. **Resolution #20-77** The Portage County Board of Health Acceptance of the Agreement for Independent Contractor Services Between the Portage County Combined General Health District and Jacob Dudley to Provide Contact Tracing Services for COVID-19.
- I. **Resolution #20-78** The Portage County Board of Health Acceptance of the Agreement for Independent Contractor Services Between the Portage County Combined General Health District and Edward Eichler to Provide Contact Tracing Services for COVID-19.
- J. **Resolution #20-79** The Portage County Board of Health Acceptance of the Agreement for Independent Contractor Services Between the Portage County Combined General Health District and Helen Jane Eichler to Provide Contact Tracing Services for COVID-19.
- K. **Resolution #20-80** The Portage County Board of Health Acceptance of the Agreement for Independent Contractor Services Between the Portage County Combined General Health District and Katie Jankowski to Provide Contact Tracing Services for COVID-19.
- L. **Resolution #20-81** The Portage County Board of Health Acceptance of the Agreement for Independent Contractor Services Between the Portage County Combined General Health District and Nancy Jankowski to Provide Contact Tracing Services for COVID-19.
- M. **Resolution #20-82** The Portage County Board of Health Acceptance of the Agreement for Independent Contractor Services Between the Portage County Combined General Health District and Desiree Bechtol to Provide Contact Tracing Services for COVID-19.

New Contact Tracers will pick up their equipment next week and begin their trainings. The additional Contact Tracers will bring the PCHD Contact Tracing Pool up to 16, of which they are all paid through the Contact Tracing Grant.

Board Member Delaney presented a motion to Adopt Resolution #20-77 through #20-82 as stated above, seconded by Board Member Ribelin.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- N. **Resolution #20-83** The Portage County Combined General Health District Acceptance to Enter into Contract with Trumbull County Health District for Back Up Plumbing Inspection Services and Permit Health Commissioner, Joseph J. Diorio, to Sign the Contract Pending Completion.

Ms. Smith stated the contract would cover Mr. Robinson when he takes time off. This would allow backup plumbing services to be provided by Trumbull County Health District in the event our Plumbing Inspector is taking time off.

Board Member Bierlair presented a motion to Adopt Resolution #20-83 as stated above, seconded by Board Member Ribelin.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- O. **Resolution #20-84** A Resolution Authorizing the Portage County Combined General Health District to enter into an Agreement with Werab Enterprises, LLC for the 2020 Water Pollution Control Loan Fund Contract #202003
- P. **Resolution #20-85** A Resolution Authorizing the Portage County Combined General Health District to enter into an Agreement with Werab Enterprises, LLC for the 2020 Water Pollution Control Loan Fund Contract #202004
- Q. **Resolution #20-87** A Resolution Authorizing the Portage County Combined General Health District to enter into an Agreement with Werab Enterprises, LLC for the 2020 Water Pollution Control Loan Fund Contract #202006

Mr. Sarfo stated the Resolutions #20-84, #20-85 and #20-87 are the third round of WPCLF contracts with Werab Enterprises, LLC.

Board Member Ribelin presented a motion to Adopt Resolution #20-84, #20-85 and #20-87 as stated above, seconded by Board Member Frank.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- R. **Resolution #20-86** A Resolution Authorizing the Portage County Combined General Health District to enter into an Agreement with George Gibson Excavating for the 2020 Water Pollution Control Loan Fund Contract #202005.

Board Member Bierlair presented a motion to Adopt Resolution #20-86 as stated above, seconded by Board Member Cutlip.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- S. **Resolution #20-88** Declaring a Public Nuisance, And Ordering Abatement of that Nuisance and Approving the Civil Prosecution for Violation (s) of Ohio Revised Code (ORC) 3707.01 Powers of Board – Abatement of Nuisances (Address)

The Health District received a complaint in July of 2019 from a neighbor regarding the property of 11796 Garfield Road, Hiram, Ohio. A Notice of Violation (NOV) was sent to the homeowner. A follow-up inspection was completed where it was noted that the homeowners were attempting to make repairs as of September of 2019. A second NOV was hand delivered to the owner in October of 2019. A third inspection was completed in February of 2020 and the house was still found to be in disrepair, unfit for human habitation and unsecured. The third and final NOV was hand delivered to the owner on February 26, 2020 with a deadline of April 28, 2020 to return the house to livable conditions or secure it. Due to COVID-19 a follow-up inspection was postponed until August 26, 2020 where the house was found in the same condition.

Board Member Ribelin presented a motion to Adopt Resolution #20-88 as stated above, seconded by Board Member Delaney.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

- T. **Resolution #20-89** Board Order and Referral for Prosecution for Violation (s) of Ohio Revised Code (ORC) 3714 Illegal Disposal of Construction & Demolition Debris, & Placement of Clean Fill Material without Written Authorization

Ms. Smith stated a complaint was filed with the Environmental Protection Agency who referred the complaint to the Health District. An initial inspection was completed at Parcel # 32-009-00-00-042-000 Tallmadge Road, Rootstown Township, Portage County in May of 2019. A Notice of Violation was sent on June 28, 2019 with a request of remediation plan by August 16, 2019 and complete removal of C&DD by November 29, 2019. Mr. Rechichar, Mr. Bull and Ms. Smith took GPS coordinates of the area to estimate how much is there. The Health District received correspondence on September 23, 2019 from Mr. Litsinger, owner requesting an extension to the previous timeline. A correction action determination and meeting no later than January 21, 2020 and complete removal of all C& DD no later than July 21, 2020.



Representatives from PCHD, Portage County Prosecutors Office and Litsinger's legal counsel conducted a meeting at the Health District on February 4, 2020. On February 10<sup>th</sup>, 2020, PCHD received a copy of a letter from the Department of Army Corps of Engineers to the Litsinger's stating that the Litsinger's may have placed some construction fill material in an area located in an zone regulated by the Corps of Engineer's and that the Department of the Army permit might be needed. The letter provided a deadline of February 28<sup>th</sup>, 2020 to contact the branch. On May 22, 2020 PCH received a copy of a letter from Ms. Manayan, Portage County Prosecutor's Office, to the Litsinger's legal counsel requesting a copy of the report made by Emerald Environmental Services. On August 7, 2020 PCHD conducted a follow-up inspection without accessing the Litsinger property and C&DD was still visible at the dump location.

Board Member Bierlair presented a motion to Adopt Resolution #20-89 as stated above, seconded by Board Member Ribelin.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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## **V. DISCUSSION REPORTS**

### **A. Administration and Personnel:**

Ms. Meduri was pleased to report the new employee recognition tool *Assembly* has been a huge success. Staff have appreciated the privacy, usability, and fun interface. Since rolled out about a month ago, there have been over 70 interactions and almost all staff have signed up. She has received great feedback on it.

Ms. Meduri is working to onboard 12 new Contact Tracers to bring the pool up to 16 total Contact Tracers. They are coming in to sign contracts, pickup equipment and begin trainings. She is hopeful to have them ready for PCHD trainings and deployment for conducting contact tracing in the next few weeks.

### **B. Fiscal and Accounting:**

Ms. Stall was absent for the meeting. Mr. Diorio covered the Cash Basis Report and stated there is a lot of money coming into the Health District through grants from the Ohio Department of Health.

### **C. Nursing:**

Ms. Ferraro thanked the Board for the approval of the additional Contact Tracers. She stated that they are helping the Nursing Division immensely. She has asked Pat Bissler to become a Lead Contact Tracer as there are now 16 total Contact Tracers. The group will be split into two to be led by Ms. Mitchell and Ms. Bissler. This will help with delegation, processes, training, and management of the group.

Ms. Ferraro is working with Mr. Walker to schedule drive thru flu clinics. Meetings have been scheduled with PCHD staff to begin discussions on the clinics. There are MOU's already in place with the local fire departments and five departments have already reached out to Mr. Walker for the Health District to use their fire stations for the clinics. The drive thru clinics will help protect staff and patrons.

There are multiple COVID-19 outbreaks in schools. Kent City School's football team had to stop all practices and games. Ms. Ferraro is working with Kent City Health Department for isolation and quarantine processes. The Nursing Division staff are each assigned a specific school or university to be in constant communication with as well as answer questions or concerns.

The Nursing Division is working on back to school clinics and also preparing for flu clinics.

D. Environmental:

Ms. Smith stated the Environmental Division submitted for the 2021 WPCLF Grant application and expect to hear the outcome in late October.

The Environmental Division is continuing to work with Nelson Ledges for compliance.

Ms. Smith gave kudos to Kat Holtz for her work on answering the COVID-19 phone line. The COVID-19 phone line answered 2024 calls. There have been 1006 complaints, 96 inspections and 1 egregious location of which refuses to comply. The Environmental Division is working with the Sheriff's office with that location. Ms. Smith stated she was very proud of her staff and all the staff answering the phones as to how well they work together in the process from taking the calls to going in the field for inspections and follow-up response.

Mr. Rechichar was excited to announce that Registered Sanitarians Kari Jones and Jenn Lowry taught Serv Safe classes at NEOMED. He stated they abided by guidelines and were able to still hold the program successfully. He commended Ms. Lowry and Ms. Jones on their efforts and flexibility.

E. Health Education and Promotion & Accreditation:

Ms. Lehman stated Health Education and Promotion staff are continuing with curbside services. Staff are working to create and continue trainings virtually. Ms. Blasiman held a virtual fair for Safe Communities on Facebook and Twitter reaching over 507,000 people through those social media platforms.

Health Education staff are continuing to create and distribute messaging and signage for the Health District, schools, and businesses in Portage County.

Ms. Lehman was able to obtain additional car seats from Akron Children's Hospital to distribute to the community through the programs in the Health Education and Promotion Division.

Ms. Ribelin and Mr. Bierlair thanked the staff for all their hard work and efforts in continuing organizational programs amid working through the pandemic.

F. Women, Infants and Children (WIC):

Ms. Cooper stated that August was National and World Breastfeeding Awareness Month. WIC staff worked very hard to promote and educate breastfeeding within their participants and the community. Ms. Cooper was proud of the innovative ideas staff came up with for social media and messaging.

The WIC Division will continue their program curbside.

G. Health Commissioner:

Mr. Diorio stated the Health District is working with EMA and UH Portage to talk about upcoming flu clinics and potential collaboration. The goal is to minimize person to person contact and use the same model for possible COVID-19 vaccination clinics. Mr. Diorio stated they are taking their time to plan carefully. They are looking into drive thru clinic options.

The Health District continues to work diligently with the schools and universities within Portage County. Mr. Diorio instituted weekly meetings with the Superintendents, school nurses, and Health District staff. The meetings are held to discuss updates, provide information, answer questions, and assist with guidance. Mr. Diorio thanked Dr. Arredondo for his help and being instrumental with assisting the schools with their questions and concerns.

Congregate care numbers remain low due to testing every other week of the healthcare workers. Visitors are still not allowed.

K-12 schools are mandated to report their COVID-19 numbers. Health District staff worked internally to develop an electronic reporting format which was sent out to all K-12 schools for usage. This enabled all school districts to report through one format and goes to one individual at the Health District to streamline the process.

Ms. Ferraro commented that the Health District received compliments of how well staff were handling the pandemic response. One owner of 13 restaurants complimented the Health District staff by stating how impressed he was with prompt response and information. Ms. Ferraro stated many staff members are available 24/7 as needed.

## VI. OLD BUSINESS

- A. **Second Reading-Resolution #20-68** Revising the Food Service Operations and Retail Food Establishment Fees to Comply with Ohio Revised Code Chapter 3717 and Ohio Administrative Code Chapters 3701-21 and 901:3-4. Fees to Be Effective December 1, 2020

Nicky and Smitty's called and expressed concern about raising fees while businesses are being impacted by COVID-19 restrictions. Other callers wanted to know the process of determining how the fees were established. Mr. Rechichar explained how the cost methodology is a state required form and process and fiscal year 2019 is used to establish 2021 fees and fees would decrease next year due to the impact of decreased time spent in the program in 2020 due to the pandemic.

**Second Reading-Resolution #20-69** Revising the Public Swimming Pool and Spa Fees to Comply with Ohio Revised Code 3749 and Ohio Administrative Code Chapter 3701-31. Fees to be Effective December 1, 2020

One individual from Sequoia attended the public hearing interested in learning the process for how fees are established as the individual noticed an increase in fees over the years. Mr. Rechichar explained that five years ago the board took the position to standardize the fee schedule and eliminate the deep discount for the second pool at one location. He further stated that the amount of time spent in the program is about triple what was previously spent to ensure better compliance.

- B. **Second Reading-Resolution #20-70** Revising the Recreational Vehicle Parks, Recreation Camps, Combined and Temporary Park-Camp Fees to Comply with Ohio Revised Code 3729 and Ohio Administrative Code Chapter 3701-26. Fees to Be Effective December 1, 2020.

One person was scheduled; however, she cancelled and did not submit official comments or concerns.

- C. **Second Reading-Resolution #20-71** Revising the Tattoo and Body Piercing Services (Body Art) Fees to Comply with Ohio Revised Code (ORC) Chapter 3730 and Ohio Administrative Code (OAC) Chapter 3701-9. Fees to Be Effective November 1, 2020.

Two body art facilities were represented, Karen's Hair Designs, and Beauty by Kristy. Both shops perform microblading. They expressed concern about not being able to operate for 3 months due to COVID-19 and losing revenue. They also expressed that they were impacted because they only perform microblading and not whole-body tattoos therefore, their income is more limited. Beauty by Kristy's representative did not realize she could perform piercing services, so the staff are working with her ensure the equipment and processes to add this service at no additional cost. The representative from Karen's Hair Design expressed concern about Ravenna City's Zoning issue that prohibits tattooing below the neck. PCHD had previously suggested she seek a zoning variance similar to the existing shop in downtown Ravenna tattooing below the neck.

Staff indicated they are willing to speak with city officials on her behalf and explain it is not against the body art regulations.

Ms. Smith commented that time spent in the tattoo and body piercing program has tripled. Staff conduct two inspections for each facility and there is a lot of work to get a new one open and operated. Staff are also available for consultations.

The board discussed several options to help take feedback into consideration. Ms. Hammar commented that she wants fees to be fair and take their concerns into consideration. Mr. Bierlair stated he was opposed to raising fees due to COVID-19 shutdowns and not getting back to normal business yet. Board members discussed different incremental increases over the years as well as subsidizing and asked the Environmental Division to investigate options for them to bring back at the next board meeting. Mr. Diorio stated AOHC is discussing legislation to freeze the fees for two years as three months of time was lost and would significantly impact fees in the future as 2020 data is used to set 2022 fees.

The Board would like to have options and more discussion at next month's meeting.

## **VII. NEW BUSINESS**

- A. **First Reading- Resolution #20-90** Revising the Private Water System Fees to comply with Ohio Revised Code Chapter 3701.344 and Ohio Administrative Code Chapters 3701-28 Fees to be Effective January 1, 2021

Ms. Smith stated fees have not increased since 2008. Ms. Smith sent information regarding fees prior to the meeting to the board for review. A public hearing will be held on October 9<sup>th</sup>.

- B. Telecommuting Policy

Ms. Meduri reviewed the Telecommuting Policy. The policy coincides with the Health Districts COOP Plan and covers safety, equipment, eligibility, security, and telecommuting arrangements.

Board Member Ribelin presented a motion to Adopt the Telecommuting Policy as stated above, seconded by Board Member Bierlair.

\*Vote on the motion is as follows:

Board Member Howard	Yes	Board Member Hammar	Yes
Board Member Cutlip	Yes	Board Member Ribelin	Yes
Board Member Minott	Absent	Board Member Frank	Yes
Board Member Bierlair	Yes	Board Member Delaney	Yes

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- C. Accept the Resignation of Christine Reese, Public Health Nurse

Christine Reese accepted another position where she is able to work from home 100% of the time. Ms. Reese was a part-time Public Health Nurse and was great asset to PCHD and was instrumental in the Get Vaccinated Ohio program.

Board Member Bierlair presented a motion to accept the resignation with regret, seconded by Board Member Hammar. An “aye” vote was cast by all, motion carried.

D. Permission to Post, Advertise and Hire a Public Health Nurse.

Mrs. Ferraro asked the board for permission to post, advertise and hire a full-time Public Health Nurse. Mr. Diorio stated the Health District has the funding availability and extra monies coming in from grants will offset the General Fund.

Board Member Ribelin presented a motion to grant permission to post, advertise and hire a Public Health Nurse, seconded by Board Member Bierlair. An “aye” vote was cast by all, motion carried.

## **VIII. BOARD ISSUES AND DISCUSSION:**

A. Health Equity and Social Determinants of Health

Mr. Diorio stated he wanted to provide the board concrete examples of programs and services the Health District provides to increase health equity and reduce the social determinants of health through programming. He emphasized the importance of not just declaring racism a public health crisis, but more importantly, to substantiate what the Health District is doing to reduce health disparities, increase access to care and work towards health equity.

Ms. Paxton, Epidemiologist, reported that she is using data to break out by race among other factors to find focus areas for the Health District to take a deeper dive into. She stated, “health disparities have been going on for a long time. We need to focus on the “why” and address it by using data. Then we can get a better picture as to what’s going on and where we need to focus our resources.” Ms. Paxton is working with nursing staff to reach out to providers for more information on individuals when reporting. For example, when information is received for cases, they are reaching out to obtain race and gender. They have a 100% response rate in obtaining the additional information that now feeds into her data to provide a more accurate picture as to what is going on. Ms. Paxton emphasized the importance of data to drive where to take a deeper dive into what is going on and provides the ability to address some of the core issues.

Ms. Lehman stated the Community Health Improvement Plan (CHIP) identified priorities for the CHIP 2020-2022 as Mental Health, Substance Abuse and Addition, Chronic Disease, Maternal, Infant and Child Health. The cross-cutting strategies are Social Determinants of Health, Healthcare System and Access, and Health Equity. PCHD leads the Emergency Assistance Network. This coalition meets quarterly to discuss what is currently being done as well as ways to serve the underserved population. PCHD leads the Access to Care Coalition ensuring movement in the Healthcare System and Access strategies. PCHD is working with Mike Thompson from Family and Community Services to create an implicit bias training to be provided to local businesses, agencies, and staff.

The Health Education and Promotion Division has several programs that work with these identified priorities including: Car Seat Program (WIC income eligible), Cribs for Kids (WIC income eligible) and Project Dawn. Staff is also involved with the following coalitions: Emergency Assistance Network, Access to Care Coalition, Portage County Substance Abuse Coalition and CHIP workgroups. PCHD works with Jobs and Family Services, Catholic Charities, HESS, Coleman Pregnancy Center, Family and Community Services, PMHA, Windham Renaissance Center, Community Action Council, Portage Veterans, Department of Veterans Affairs, Miller House/Safer Futures, Passages and other stakeholders.

All WIC services are provided to low income, often at-risk populations. Income threshold is 185% Federal Poverty level, or participation in Medicaid, SNAP, and/or Ohio Works First. The WIC Program improves pregnancy outcomes by providing or referring to support services necessary for full-term pregnancies. WIC helps pregnant women see a doctor earlier and increases the number of women receiving timely prenatal care. It also reduces infant mortality; participation in WIC reduces incidence of low birth weight infants, reduces late fetal deaths. It provides infants and children a healthy start in life by improving poor or inadequate diets. WIC children are better immunized and are more likely to have regular source of health care. WIC services include valuable nutrition education/breastfeeding education and support; supplemental, highly nutritious foods and referrals to prenatal and pediatric health care and other maternal and child health and human service programs. Ohio WIC's goal is to increase initiation and duration rates and support of breastfeeding to decrease disparities among African American and Appalachian women in Ohio. Strategies to accomplish improved breastfeeding rates include provide peer and family support, support evidenced-based maternity care practices and support breastfeeding in the workplace. The racial Ethnic Breakdown of WIC Participants: (Portage and Columbiana Counties) 82% White, 7% African American, 5% multi-racial, 4% Hispanic, 2% Asian. A portion of Columbiana County is designated as Appalachia.

The Environmental Division has the Water Pollution Control Loan Fund (WPCLF) Program that helps low to moderate income families fix their household sewage treatment system. This program has brought in over 1.1 million dollars and has helped over 70 families.

The Nursing Division provides vaccines to individuals on Medicaid or underinsured, free of charge or for \$10. The Children with Medical Handicaps Program assists families with major illnesses with help and services. The program helps them find services, equipment, and other resources to assist them. The Health District contracted with AxxessPointe for the Reproductive Health and Wellness Program for STI testing, birth control and examinations.

Mr. Diorio emphasized that many people do not know all the programs the Health District has to offer, and all the work staff is doing to reduce social determinants of health and bring health equity to Portage County. He stated he is very confident in the work the Health District is doing. The Health District is currently focusing on response efforts for the COVID-19 pandemic but plans to look at data much deeper in the future to focus on key areas that need more attention, education, and resources.

Mr. Bierlair commended the Health District for the staff efforts, programs, and progress he has witnessed over the years. He applauded staff for continuing to reach out to the underserved communities and pushing other community groups and stakeholders to do so as

well. Ms. Ribelin stated she is very proud of what the Health District is doing but worries the information on programs and services is not getting out to the community. Mr. Diorio stated Communications will be a focus within the Strategic Plan. The Health District sends out a Quarterly Reports to stakeholders with detailed information on programmatic information and services. PCHD also utilizes social media to reach more members of the community with information.

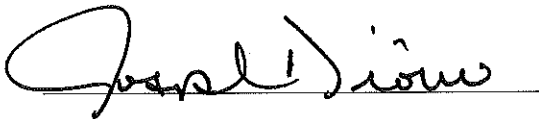
Mr. Sarfo stated that he was appreciative of the Board of Health recognizing the efforts of staff but wonders if not seeing other African Americans working in the Health District is making them less likely to receive services. He stated that he believes they may feel mistrust and may not feel that they are being served by the agency.

Mr. Howard thanked the staff and Board for the information and open conversation. He stated he would like to continue to have conversations going forward regarding the priorities and to learn what the Health District is working on. He stated that PCHD is doing many things right, working within many programs that serve a diverse group of people within our communities but would like to continue to look at the impact of the programs. He emphasized the need for the Implicit Bias training mentioned to reveal things that may not be obvious to individuals because of their own backgrounds and may help facilitate much needed conversations.

**IX. PUBLIC COMMENTS: None**

**X. EXECUTIVE SESSION:**

**Adjournment:** The September 15, 2020 Board meeting was adjourned at 9:12pm. An “aye” vote was cast by all, motion carried.

A handwritten signature in black ink, appearing to read "Joseph J. Diorio", written over a horizontal line.

\*Joseph J. Diorio, MPH, MS, R  
Health Commissioner

\*Due to our agency COVID-19 response, we are using a conference call format to conduct Board of Health monthly meetings. The minutes accurately reflect Board member attendance and respective vote. The Health Commissioner, Secretary to the Board of Health, will sign all resolutions to verify completeness and accuracy of Board members as well as their vote.