

**Portage County Combined General Health District
Board Meeting Minutes
October 18, 2022
6:00 PM**



I. CALL THE MEETING TO ORDER

The Portage County Combined General Health District Board of Health met on Tuesday, October 18, 2022, at 999 East Main Street. The meeting was called to order at 6:07 PM by Board President, Robert Howard.

Board Members in Attendance:

Robert Howard, President
Lucy Ribelin, Member
Charles Delaney, Member
Amy Everett, Member
Linda Grimm, Member

Board Members Not in Attendance:

Evelyn Cutlip, Vice President
James Bierlair, Member
Dr. Howard Minott, Member

Staff in Attendance:

Joseph Diorio, Health Commissioner
Mark Arredondo, Medical Director
Christina Jewell, Administrative and Account Clerk
Matthew Fletcher, Director of Finance
Rosemary Ferraro, Director of Nursing
Mary Helen Smith, Director of Environmental Health
Becky Lehman, Director of Health Education & Promotions
Amos Sarfo, Environmental Health Supervisor, Stormwater/Wastewater
Andy Bull, Environmental Health Supervisor
Justin Rechichar, Deputy Director of Environmental Health
Amy Cooper, Director of WIC

Advisory Council:

None

Others:

None

Media Present:

None

II. APPROVAL OF MINUTES:

Board of Health Meeting: On October 18, 2022, Board Member Ribelin presented a motion to accept the Board Meetings Minutes for September 18, 2022, seconded by Board Member Everett.

An “aye” vote was cast by all, and motion carried.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

III. PORTAGE COUNTY TOWNSHIP ASSOCIATION: (Advisory Council)

Mr. Lange was not present for the board meeting.

IV. PUBLIC COMMENT:

No public comment.

V. ACTION ITEMS:

A. <u>Expenditure Ratifications</u>	\$162,670.53
Invoice Batch No. 9245	\$1,337.94
Invoice Batch No. 9290	\$20,483.71
Invoice Batch No. 9335	\$284.62
Invoice Batch No. 9382	\$26,480.40
Invoice Batch No. 9439	\$2,638.37
Invoice Batch No. 9401	\$10,872.40
Invoice Batch No. 9496	\$38,807.71
Invoice Batch No. 9551	\$26,577.69
Invoice Batch No. 9571	\$4,102.80
Invoice Batch No. 9663	\$12,948.07
Invoice Batch No. 9670	\$18,136.82

Mr. Fletcher stated that these invoices and batches are expenditures that are to be ratified and approved by the board.

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

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

B. Travel Expenditures and Equipment Requests

Mr. Fletcher stated that there several employees who will be attending the AOHC New Hire Training and the Northeast Ohio Environmental Health Association Conference as well as various travel expenditures for ServSafe Manager Certification courses and the NACCHO Mentorship End of the Year Meeting.

A motion was presented by Board Member Ribelin to approve said stated travel expenditures, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

C. Resolution #22-98 Establishing Fund for COVID-19 DMCF for Portage County Combined General Health District for COVID-19 Detection & Mitigation in Confinement Facilities.

Mr. Fletcher stated that this resolution is to a establish a fund for a grant that PCHD will be receiving for the Detection and Mitigation in Confinement Facilities, known as the COVID-19 DMCF Fund. Ms. Ferraro stated that a grant was approved for \$99,000.00 and added that this fund will be in connection with a contract PCHD will be presenting to the board for the Portage County Juvenile Facility and the UH Portage County Medical Center to provide medical assistance to the juvenile inmates. PCHD will be working with the Director of Nursing for the Portage County Juvenile Facility to assist the necessary medical needs of the juvenile inmates while at UH Portage Medical Center.

A motion was presented by Board Member Everett to approve said seconded by Board Member Delaney.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

D. Resolution #22-99 Budget Amendment #1 for Annual Appropriations Previously and to be Certified.

Mr. Fletcher explained that this budget amendment was for funds dispersed from the #8900 general fund account for items that were previously appropriated and certified.

A motion was presented by Board Member Ribelin to approve said seconded by Board Member Everett.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

E. Resolution #22-100 Budget Amendment #2 for Annual Appropriations Previously and to be Certified.

Mr. Fletcher stated that this second budget amendment was to move funds disbursed from the #8900 general fund to the #8926 COVID-19 DMCF fund.

A motion was presented by Board Member Ribelin to Adopt Resolution #22-100 seconded by Board Member Delaney.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

F. Resolution #22-101 A Journal Entry for an Expense Correction for Portage County Combined General Health District.

Mr. Fletcher stated that this journal entry for an expense correction of line items in the #8900 general fund. This consisted of no actual cash, just moving expenses for further clarification.

A motion was presented by Board Member Ribelin to Adopt Resolution #22-101, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

G. Resolution #22-102 A Journal Entry for a Cash Advance Return for Portage County Combined General Health District.

Mr. Fletcher stated that this journal entry is for a cash advance return pertaining to #8912, a COVID-19 fund, and #8913, a Motorcycle Ohio fund. These two funds together are \$75,000, which will be placed back into the #8900 general fund.

A motion was presented by Board Member Delaney to Adopt Resolution #22-102, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

H. Resolution #22-103 A Journal Entry for a Cash Advance-(B) for Portage County Combined General Health District.

Mr. Fletcher stated that this journal entry is for a cash advance from the #8900 general fund, being utilized to establish funds for #8925, the CHW fund for the Community Health Worker & #8926, the COVID-19 DMCF fund for the Detection and Mitigation in Confinement Facilities programs.

A motion was presented by Board Member Everett to Adopt Resolution #22-103, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

- I. Resolution #22-104** The Portage County Board of Health Acceptance to Allow Joseph Diorio to Sign the Agreement with Kent State University to Provide Assistance Developing Community Health Workers within Portage County Pending Contract Completion.

Ms. Ferraro stated that there are nine individuals who have joined the CHW program. Thus far, the program appears to be on schedule and the individuals are working on their coursework.

A motion was presented by Board Member Ribelin to Adopt Resolution #22-104, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

- J. Resolution #22-105** The Portage County Board of Health Acceptance to Allow Permission to Allow Joseph Diorio to Sign the Agreement with Kent City Health Department For COVID-19 Enhanced Operations (EO-22).

Ms. Lehman stated that this resolution is to grant permission for Joseph Diorio to sign the agreement with Kent City Health Department for the COVID-19 Enhanced Operations (EO-22) Program and to reimburse expenses for Kent City Health Department as needed with grant funds provided through the Ohio Department of Health.

A motion was presented by Board Member Ribelin to Adopt Resolution #22-105, seconded by Board Member Delaney.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Abstain
Board Member Bierlair	Absent	Board Member Delaney	Yes

- K. Resolution #22-106** The Portage County Board of Health Acceptance to Allow Joseph Diorio to Sign the NECO Mutual Aid Agreement for Portage County Combined General Health District.

Ms. Lehman stated that this agreement is to provide mutual aid and assistance between the political subdivisions entering into the Agreement when the resources normally available to a political subdivision are not sufficient to cope with a situation which requires public health action. This resolution is to allow Mr. Diorio permission to sign the agreement to ensure that Portage County continues to partake in the Northeast and Central Ohio Mutual Aid Program with other counties for emergency preparedness. This would allow any of the thirteen counties who participate to share resources should there be a state of emergency.

A motion was presented by Board Member Delaney to Adopt Resolution #22-106, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

- L. Resolution #22-107** The Portage County Board of Health Acceptance to Allow Joseph Diorio to Negotiate and Retain the Services of a Qualified Stenographer.

Ms. Smith stated that this resolution is to grant permission for the Health Commissioner hire a certified stenographer in the event that PCHD would be required to appear in court regarding the Litsinger case of illegal disposal of construction and demolition debris. In 2019, the Environmental Health division had cited the landowners with several violations. In September of 2020, a resolution (#20-89) was submitted to the Board of Health requesting prosecution against the landowners as there had been minimal effort to rectify the violations discovered in May of 2019.

There have been many conversations and documentation within the past three years without any further resolution to these health violations. Assistant Prosecutor, Allison Blakemore-Manayan, advised Ms. Smith to retain a qualified stenographer as a precaution. Ms. Blakemore-Manayan created this resolution to oppose the appeal and all

legal actions brought forth by the Litsinger's legal counsel. Ms. Smith stated that recently, the Environmental Review Appeals Commission (ERAC) ruled on the motion to dismiss the case. There was a total of nine violations against the Litsinger's. ERAC ruled in favor of PCHD on seven of those nine, leaving one open with Rootstown Township and the other stating that the case is to stop while the other court case moves forward in the common pleas court. Ms. Smith stated that the Ohio EPA did an inspection of the land and did agree that part of the illegal disposal of construction and demolition debris are in wetlands and the debris cannot remain on site.

A motion was presented by Board Member Ribelin to Adopt Resolution #22-107, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

VI. DISCUSSION REPORTS:

Administration and Personnel

Mr. Diorio stated that he is awaiting Ms. Meduri's return from maternity leave to review the Public Health Nurse position and where they plan to go with fulfilling this position, either with a Registered Nurse or a Licensed Practical Nurse. For the time being, Mr. Diorio stated that he updated the PCHD website's employment opportunities with "coming soon" for the PHN position. Mr. Diorio also shared that the nursing division received an extension from the State of Ohio on their agreement for their Prolink nurses allowing 1.5 nursing assistants and plan to keep them busy until January of 2023.

Fiscal and Accounting

Mr. Fletcher stated that the cash basis for the month of September started with a balance of \$3,763,293.99. There were \$682,097.27 in expenses as well as \$437,276.79 in revenue, which brought the ending cash balance to \$3,518,473.51, which reconciled with the auditor's office. Mr. Fletcher also noted that he issued an invoice for the Stormwater program which will generate another \$350,000.00 in revenue, which is scheduled to be issued shortly.

Mr. Diorio added that PCHD was very fortunate that major renovations were not needed for the new location. The majority of the expenses has been more cosmetic than renovations (carpet and paint), cleanup of external and internal areas of the building, updating the Internet for the Internet access and cables. The generator and the security cameras were financially assisted through grant funds that were appropriated from the WFD grant. Board President, Mr. Howard inquired on the current status of the HVAC issues for the new building. Mr. Diorio stated that he plans to obtain a few quotes from

various vendors in hopes of connecting a new HVAC system to the current Variable Air Volume (VAV's) and CAT-6 cabling, which would be an ideal system for the building and allow more control over areas that are too warm or too cool. Mr. Diorio hopes to provide the board with a more detailed plan for November's board meeting and plans to review the status of the boilers currently installed. Long-term, there was prior discussion of obtaining a 60-ton unit to sustain the needs for the building.

Nursing

Ms. Ferraro stated that her staff has been busy with vaccinations for COVID-19 and flu. Her staff continues to offer vaccinations to those who are homebound and in the jails. Her staff is offering vaccination clinics throughout Portage County, the PCHD website has a calendar of those dates and times. Ms. Ferraro also stated that Portage County has two separate confirmed Pertussis cases, one adult and one child, neither are related to each other. Typically, Pertussis diagnosis are probable cases, however, these two individual cases were both confirmed. Ms. Ferraro stated that the flu season outlook is going to be quite harsh this season with many cases of flu and RSV (Respiratory syncytial virus) being reported early in the season. Board Member, Ms. Everett inquired if there is a vaccine for RSV, and Ms. Ferraro stated that yes, there is but it is solely given to premature infants. Ms. Ferraro stated that medical professionals have seen many factors of RSV in adults that are also found in children with confirmed cases.

Ms. Ferraro stated that her staff continues to work on the communicable diseases and the Interns are assisting with the Hepatitis-C cases and entering lab results and information into the Ohio Disease Report System (ODRS). Board Member, Ms. Ribelin asked about the current status of the COVID-19 cases. Ms. Ferraro stated that she predicts that the positive cases are going to increase, particularly with the population of non-masked individuals and the decreased rate of Bivalent boosters being taken. Ms. Ferraro relayed that the level of education on how the COVID-19 vaccinations and boosters react to the variants reflects on the rate of those who choose to vaccinate themselves.

Environmental Health

Ms. Smith stated that her division offboarded the seasonal worker for the mosquito program, Ms. Thi Pham. Her last day was Friday, October 14, 2022. Ms. Pham was a part of PCHD since May 2022 and will be graduating college this December. She was a great asset to the mosquito program over the summer months.

Ms. Smith shared the live demonstration Ms. Speck and Mr. Sarfo gave at the Northeast District OEHA Fall Education Conference on October 12, 2022. The presentation was based on the "Use of Field Applications in Arc GIS (Sewage) areas. Ms. Speck and Mr. Sarfo were also able to present to the Board of Commissions for their meeting on Tuesday, October 18, 2022. Mr. Diorio shared that the presentation was very well received. He commended Ms. Speck and Mr. Sarfo on what a phenomenal job they did with their presentation. Mr. Diorio was very pleased with their abilities to utilize the software and upload data to their smartphones and populate reports and data in real time, saving a great deal of time and paper.

Ms. Smith stated that Ohio EPA has started the survey for the solid waste program, and all is going well, there is just one last complaint to finish up and that will be complete. The Ohio Department of Health will be conducting a food survey shortly, and the Ohio Department of Health is scheduled to conduct a survey on the wastewater program in December. Ms. Smith also shared that Mr. Bull received a NACCHO (National Association of County and City Health Officials) grant for the Retail Food Standards. This grant will fully fund all travel expenses for one representative to travel to Denver, CO to deliver one of the deliverables. This is fully funded by NEHA (National Environmental Health Association) and NACCHO. PCHD has a mentorship with Jefferson County in West Virginia and will meet with other jurisdictions from Huron County in Ohio and two counties in North Carolina, along with their mentors to discuss the overall information and present their findings in food standards for deliverables #7 (Community relations and #9 (Risk factors) to jurisdictions from all over the country, as well as NEHA, NACCHO, and the FDA (Food & Drug Administration). Mr. Bull stated that there are approximately twenty counties who partake in the standards and very few have met the standards of the deliverables. Our county has been audited and found to meet the standards stated in the deliverables. However, there was just one county who has completed and met all nine of the standards, but have since fell out of compliance. PCHD is currently under an audit for the deliverables and has been informed that #9 for risk factors has been met and #7 for community relations is currently being audited, but Mr. Bull feels confident that it too will pass. The plan for next year is to work on two more deliverables.

Ms. Smith stated that from a prior grant with the Environmental Health food and safety and Grub Buddies created and completed a green binder of common violations that are found. Mr. Bull stated that these binders are delivered to each inspection location within the county along with important paperwork needed during an inspection to aid in a smoother inspection for the inspector and the location. Mr. Bull stated that they have received positive feedback on the binder and that many facilities still utilize the binder from one inspection to the next.

Health Education & Promotion & Accreditation

Ms. Lehman stated that her division is continuing to work with Akron Children's Hospital and the Cribs for Kids program, which renewed October 1st. This program provides pack and plays for families who are in need. Ms. Plough is quite busy since the transition into a new location with WIC and assisting those families' needs. Ms. Holtz continues to work on the Project DAWN program and shared that they did receive information on two reversals from the NARCAN administration from community members, meaning that two lives were saved. Ms. Lehman stated that she has been having her Interns reach out to law enforcement to ensure that their kits are up to date and if any need to be replaced as all law enforcement in the state of Ohio carry NARCAN.

Ms. Selva has completed the year-end review for the Safe Communities grant and Ms. Lehman stated that Ms. Selva has some great activities for the upcoming months. She shared on a Friday evening event at the Streetsboro High School football game and the table her division displayed of information and education for the Arrive Alive program. Ms. Lehman shared that Ms. Selva completed the review for the most recent crash report for Portage County stated that there were 15 fatal crashes, which have resulted in 17

deaths so far this year. The numbers are rising and for this past quarter, there were 7 fatalities and 4 of those 7 deaths were not wearing a seatbelt.

Ms. Lehman stated that Mr. Walker has been working on the NACCHO RISE grant and completing those deliverables pertaining to the PHEP. Six of those deliverables were completed and have been approved. The quarterly meeting was canceled in place of the 2022 CHIP meeting. Updates were collected via email. The October progress report is available on PCHD's website. Ms. Lehman feels that all is on target to be completed by the end of this year. Mr. Sexton has completed the Performance Management Plan and that is currently up and running. Board President, Mr. Howard inquired on the marketing feedback of the new location from the public. Ms. Lehman stated that with the marketing provided with Knox Marketing, the social media, and the survey the staff has conducted through the front desk, the vast majority of the feedback has been extremely positive. Board member, Ms. Everett asked Ms. Lehman if she could provide an updated list of services that are offered by the Portage County Health District so that she may relay this information while out in the community and speaking with the public. Ms. Lehman stated that she would be emailing the board members a document that she has updated.

Women, Infants, and Children (WIC)

Ms. Cooper stated that this month was quite a busy month for her division. The waivers for physical presence of WIC participants to come into the clinic has been extended due to a public health emergency until April 2023, which she does not anticipate will be that long as there is a need to have the WIC families assisted in person at the clinics. Ms. Cooper stated that the Columbiana County location has started to offer a few in person appointments with the waiver still in place as needed for those who request curbside services. Ms. Cooper stated that the formula shortage continues to be an issue. There was an expansion of approved formula substitutes temporarily for infants who are in need of formula and this expansion has been extended into December 2022. Ms. Cooper also stated that the fruit and vegetable voucher's cash value has increased and will stay at the current cash value until September 2023. Ms. Cooper also shared that last month, WIC had their final management evaluation with the Ohio Department of Health and had no corrective actions.

Board President, Mr. Howard asked how the formula shortage has been as of recent. Ms. Cooper stated that it fluctuates, though it does appear at times that the participants are shopping for infant formula at the same time as other participants, which depletes the supply available at the grocery stores. Ms. Cooper stated that WIC currently has a contract with Enfamil for their products. The formula for premature babies and babies with special dietary needs are very difficult to find in stock. This has led participants to travel out of the county to other areas in search of the formula needed for their infants.

Health Commissioner

Mr. Diorio gave a brief update on a few items. He stated that the two new restrooms are very close to completion, just awaiting the electrician to install the duct work, fan and the HVAC needs to be split for the two separate restrooms and the fire company will need to come and install the red strobe fire alarms. The painter is finishing up the new bathrooms and will move to paint the stairway. Mr. Diorio wanted to ensure that the board received

further education from Mr. Rechichar on the slideshow he presented at the OEHA Conference on Nelson Ledges Quarry Park, titled, "Anyone Want S'mores?". This presentation and educational discussion were approximately forty-five minutes in length. The presentation given pertained to an affected community with in-depth research and photos. Sharing details which spanned over several years, including numerous complaints, inspections, and violations stemming from spacing issues, paperwork errors, faulty safety equipment, overcrowding, RVs on non-RV sites, sewerage issues, dump stations overfilled, improper campsite usage, overselling of campsite locations, and many illegal alterations pertaining to the electrical. There have been several interactions to the Ohio Department of Health regarding this location. PCHD has worked with the location to train their staff on health issues, providing documentation needed and offering support for questions that may arise. The plan moving forward to ensure the safety of all campers or patrons of Nelson Ledges Quarry Park is to work together as a team (PCHD), build a solid case, impose a license suspension and/or revocation, injunctive relief or violate the Ohio Revised Code, Section 3729.14 - Operation of recreational vehicle park or combined park-camp as chronic nuisance prohibited.

Ms. Lehman also shared the completed performance management report with the board and presented a slideshow highlighting specific areas and updates. Ms. Lehman was brief and presented her continuing education to the board in approximately twenty-five minutes.

VII. OLD BUSINESS: 3rd Readings & 2nd Reading for RFO & RFE

Resolution #22-89 Revising the RV Parks, Recreation Camps, Combined and Temporary Park-Camp Fees to Comply with Ohio Revised Code 3729 and Ohio Administrative Code Chapter 3701-26 – **3rd Reading.** Fees to be Effective December 1, 2022.

Resolution #22-90 Revising the Tattoo & Body Piercing Services Fees – **3rd Reading.** Fees to Comply with Ohio Revised Code (ORC) Chapter 3730 and Ohio Administrative Code (OAC) Chapter 3701-9. Fees to Be Effective November 1, 2022.

Resolution #22-91 Revising the Public Swimming Pool and Spa Fees – **3rd Reading.** Fees to Comply with Ohio Revised Code (ORC) Chapter 3730 and Ohio Administrative Code (OAC) Chapter 3701-9.

Resolution #22-92 Revising the Private Water System Fees – **3rd Reading.** Fees to comply with Ohio Revised Code Chapter 3701.344 and Ohio Administrative Code Chapters 3701-28. Fees to be Effective January 1, 2023.

Ms. Smith stated that the public hearings for these revisions of fees did not have any public in attendance. The tables for the final fees to be approved for 2023 have been updated and provided in the board packet for board review and approval.

A motion was presented by Board Member Ribelin to Adopt Resolutions #22-89, #22-90, #22-91 & #22-92, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Howard	Yes	Board Member Everett	Yes
Board Member Cutlip	Absent	Board Member Dr. Minott	Absent
Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Delaney	Yes

Resolution #22-97 Revising the Food Service Operation and Retail Food Establishment Fees and Public Hearing Notice – **2nd Reading.**

These nine categories show an 8% decrease in the actual permit costs compared to the 2023 proposed fee table and the 10th (E)19 Penalty, decreased by 23%.

1. (E)1 (1, 2, & 3 Family Dwelling) Construction of a private water system, excluding ponds. This decreased by 8% which calculates to a decrease of \$33.67.
2. (E)4 (1, 2, & 3 Family Dwelling) Conversion of a non-potable well to a private water system. This decreased by 8% which calculates to a decrease of \$33.67.
3. (E)7 (1, 2, & 3 Family Dwelling) Alteration of a PWS or test well. This decreased by 8% which calculates to a decrease of \$20.40.
4. (E)2 (Test Wells: Any PWS) Construction of a test well. This decreased by 8% which calculates to a decrease of \$13.27.
5. (E)3 (Ponds: Single Family Dwelling only) Construction of a pond. This decreased by 8% which calculates to a decrease of \$33.67.
6. (E)5 (Other than 1, 2, 3 Family Dwelling) Construction of a private water system. This decreased by 8% which calculates to a decrease of \$36.39.
7. (E)6 (Other than 1, 2, 3 Family Dwelling) Conversion of a well to a private water system. This decreased by 8% which calculates to a decrease of \$36.39.
8. (E)8 (Other than 1, 2, 3 Family Dwelling) Alteration of a PWS or test well. This decreased by 8% which calculates to a decrease of \$21.23.
9. (E)12 (Hauled Water Categories) Temporary Hauled Water Storage Tank System. This decreased by 8% which calculates to a decrease of \$33.67.
10. (E)19 (Penalty) Penalty – Supplying water from unapproved source. This decreased by 23% which calculates to a decrease of \$21.31.

These categories showed an increase in the actual permit costs compared to the 2023 proposed fee table.

1. (E)18 (Water Samples) Collection and examination of water sample (does not include

lab costs). This category will have an increase of 3% which calculates to an additional \$1.40.

2. (E)16a (Hauled Water Categories) Water hauling company registration (includes one vehicle or other transport equipment. This increased by 16% which calculates to an additional \$7.95.

3. (E)16b (Hauled Water Categories) Additional vehicle or water transportation. This increased by 16% which calculates to an additional \$3.98.

4. (E)17b (Hauled Water Categories) Hauling water without a registration or vehicle inspection. This increased by 16% which calculates to an additional \$9.94.

Ms. Smith stated that for the public hearing of the 2nd reading, there was one note of interest from the October 18th meeting. Two safety officers from Heinen's Grocery Store in Aurora, OH visited and appreciated the PowerPoint presentation that was presented by the Environmental Health Division for the Food Service Operation and Retail Food Establishment Fees.

VI. BOARD ISSUES AND DISCUSSION:

Board of Health President, Mr. Howard inquired on resolution #22-100 regarding the \$40,000.00 contractual item listed on the resolution. Mr. Fletcher stated that this was moved to utilize salaries and to be used for payroll from the RHWP #8917 (Reproductive Health and Wellness Grant).

Board member, Ms. Ribelin inquired on what COVID-19 fund resolution #22-103 will be used for. Ms. Ferraro stated that this fund is for the COVID-19 DCMF for the Department of Justice for Juveniles. Ms. Ferraro and Mr. Diorio both relayed how fortunate the agency is to have the contacts and abilities to assist the jails with their health services.

A brief discussion on the approaching levy and sign coverage. Mr. Diorio stated that Brimfield and Suffield Townships were uniting in a Candidate's Night which will also give insight on Issue 8 for the Portage County Health District's levy. This event will take place at Field Middle School in Brimfield, OH.

IX. EXECUTIVE SESSION: None

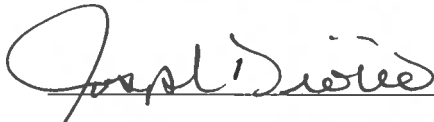
XI. ADJOURNMENT:

A motion was made by Board Member Ribelin to adjourn and seconded by Board Member Grimm.

An “aye” vote was cast by all, and the motion carried.

The Board of Health meeting was adjourned at 8:10 PM., on October 18, 2022.

Next Board Meeting: November 15, 2022

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

Joseph J. Diorio, MPH, MS, REHS
Health Commissioner