



RESOLUTION 2018-27
A resolution to approve the minutes
April 5, 2018

The Board of Health of Huron County Public Health, Huron County, Ohio met at a regular meeting of the Board, on April 5, 2018 at 1:00p.m.; whereupon the following was placed in consideration on the regular agenda of the Board:

WHEREAS, the minutes of the previous meeting had been submitted by mail to each Board of Health member prior to the present meeting for their perusal,

NOW THEREFORE BE IT RESOLVED, by the Board of Health of Huron County Public Health, who voted as certified below, that the reading of the minutes of the last preceding meeting held on March 8, 2018 are suspended and the minutes are hereby approved as attached; or

NOW THEREFORE BE IT RESOLVED, by the Board of Health of Huron County Public Health, who voted as certified below, that the reading of the minutes of the last preceding meeting held on March 8, 2018 are suspended and the minutes are hereby approved as attached, except for the following amendment(s);

WHEREUPON Board Member Mr. Polachek moved and Dr. Gottfried seconded this RESOLUTION 2018-27. On roll call, the following members voted as follows April 5, 2018.

William Knapp Yes
William Knapp, President

James A. Gottfried, M.D. yes
James A. Gottfried, M.D.

Lisa Reer, RPh yes
Lisa Reer, RPh

Greg Polachek yes
Greg Polachek

Timothy Hollinger, MPH, Secretary
Timothy Hollinger, MPH, Secretary

Absent
Kathleen Butler, LPH, Vice-President

Shawn Tappel yes
Shawn Tappel

Ron Robinson YES
Ron Robinson

Absent
Christine Yeagley, RN

Kimberly Stults, RN
Kimberly Stults, RN



HURON COUNTY BOARD OF HEALTH MEETING

March 8, 2018 at 1:00 PM

Huron County Administration Building, Conference Room 1

Present: Ron Robinson, Lisa Reer, William Knapp, Kathleen Butler, James Gottfried

Absent: Greg Polachek, Christine Yeagley, Kimberly Stults, Shawn Tappel,

HCPH Staff: Karen Boose, Chris Cherry, Eric Cherry, Tim Hollinger, Katie Spaar, Sydney Cmar

With quorum present, Mr. Knapp called the meeting to order on March 8, 2018 at 1:00 pm.

Mr. Knapp presented the continuing education for board of health members. The 15 minute presentation reviewed Board Responsibilities: Part 1 presented by Jim Watkins, Health Commissioner, Williams County Health Department and Alice Davis, Former Board Member, Wood County Health District.

Mr. Knapp presented Resolution 2018-19, a resolution to approve the minutes from the February 2018 Board meeting. Mr. Knapp requested a motion to adopt Resolution 2018-19. Mrs. Butler made a motion to approve the minutes from the February 2018 Board of Health Meeting, as mailed. Mrs. Reer seconded the motion. The motion carried unanimously.

Mr. Knapp presented Resolution 2018-20, a resolution to approve the payment of the monthly expenditures with prior approval. Mr. Knapp requested a motion to adopt Resolution 2018-20. Mrs. Reer made a motion to approve the payment of the monthly expenditures with prior approval. Dr. Gottfried seconded the motion. The motion carried upon roll call vote. Kathy Butler – Yes. William Knapp – Yes. Ron Robinson – Yes. Lisa Reer – Yes. Dr. Gottfried – Yes.

Mr. Knapp presented Resolution 2018-21, Request donations for Huron County Fair. Mr. Knapp requested a motion to adopt Resolution 2018-21. Mrs. Butler made a motion to approve the request to ask for donations for the Huron County Fair. Dr. Gottfried seconded the motion. Mr. Hollinger provided insight to the reason for the request of donations, noting that aggregate data is collected through a questionnaire in exchange for a donated t-shirt. The motion carried upon roll call vote. Kathy Butler – Yes. William Knapp – Yes. Ron Robinson – Yes. Lisa Reer – Yes. Dr. Gottfried – Yes.

Mr. Knapp presented Resolution 2018-22, Request to apply for Home Depot Foundation Community Impact Grant (up to \$5,000). Mr. Knapp requested a motion to adopt Resolution 2018-22. Dr. Gottfried made a motion to approve the request to apply for the Home Depot grant. Mrs. Butler seconded the motion. Ms. Spaar reviewed the purpose of the grant and indicated that if funded HCPH would utilize the monies to improve the Nourishing Huron County teaching garden. Discussion followed regarding the location of the garden and the maximum grant award amount of \$5,000. The motion carried upon roll call vote. Kathy Butler – Yes. William Knapp – Yes. Ron Robinson – Yes. Lisa Reer – Yes. Dr. Gottfried – Yes.

Mr. Knapp presented Resolution 2018-23, Request to Approve the Preliminary 2019 Budget. Mr. Knapp requested a motion to adopt Resolution 2018-23. Mrs. Butler made a motion to approve Resolution 2018-23, Preliminary 2019 Budget. Mrs. Reer seconded the motion. Mrs. Boose provided an in-depth review of the details of the preliminary 2019 budget. The motion carried upon roll call vote. Kathy Butler – Yes. William Knapp – Yes. Ron Robinson – Yes. Lisa Reer – Yes. Dr. Gottfried – Yes.

Mr. Knapp presented Resolution 2018-24, Health District Fees. Mr. Knapp requested a motion to adopt Resolution 2018-24. Mrs. Butler made a motion to approve the Health District Fees. Mrs. Reer seconded the motion. Mrs. Boose provided insight to the fee adjustments. Discussion followed regarding the calculation of the missed appointment fee. The motion carried upon roll call vote. Kathy Butler – Yes. William Knapp – Yes. Ron Robinson – Yes. Lisa Reer – Yes. Dr. Gottfried – Yes.

Mr. Knapp presented Resolution 2018-25, Request to hire Community Cessation Coordinator. Mr. Knapp requested a motion to adopt Resolution 2018-25. Mrs. Butler made a motion to approve Resolution 2018-25. Dr. Gottfried seconded the motion. Mr. Hollinger provided insight into the request to hire a Coordinator. The motion carried upon roll call vote. Kathy Butler – Yes. William Knapp – Yes. Ron Robinson – Yes. Lisa Reer – Yes. Dr. Gottfried – Yes.

Mrs. Boose reviewed the fiscal reports, including the Fund Balance Report and the Revenue and Expense Report. For February, the general fund reflected revenue of \$116,240, expense of \$174,146 and a balance of \$377,711. Expenses, revenue, and balances were also reviewed for the following funds: Medical Reserve Corps (MRC), Community Cessation Initiative (CCI) Grant, Reproductive Health, Mosquito Control Grant, Safe Communities, Public Health Emergency Preparedness (PHEP), and LifeSkills. Mrs. Boose also noted February 2018 expense highlights, including a car seat purchase from Evenflo utilizing donated funds \$1,395.74, Tobacco advertisements for grant requirements from WKFM \$500.00, and \$2,000.00 for tobacco cessation training registration for the Community Cessation Initiative Grant.

Mrs. Boose reported to the board that the 2017 Annual Financial Report was submitted to the Ohio Department of Health and the 2017 Annual Hinkle Report was filed to the Auditor of the State. Mrs. Boose noted the 2016 annual audit is still in process, delayed due to turnover but should be completed by April BOH meeting.

Mr. Cherry presented the first reading of Resolution 2018-26: Fee Schedule for the implementation and administration of the Resident Camp Regulations Rules.

HCPH's Epidemiologist, Mrs. Cmar, presented School Absentee Surveillance and Communicable Disease trends through February 2018.

Mr. Knapp requested a motion to enter executive session pursuant to ORC Section 121.22 (G) (2). Mr. Robinson made a motion to enter executive session. Dr. Gottfried seconded the motion. The motion carried unanimously.

Mr. Knapp requested a motion to re-enter regular session. Mr. Robinson made a motion to resume regular session. Mrs. Butler seconded the motion. The motion carried unanimously.

Mr. Hollinger announced the annual District Advisory Council Meeting would be held on Monday, March 12, 2018 at 11:30 AM in Meeting Room A and board members are welcome to attend.

With no additional business, Mr. Knapp adjourned the meeting.