



**HURON COUNTY BOARD OF HEALTH MEETING**  
September 10, 2020 at 1:00 PM  
Virtual meeting utilizing ZOOM platform

**Present (Virtual):** Kathleen Butler, James Gottfried, Lisa Nedolast, Greg Polachek, Lisa Reer, Ron Robinson, Shawn Tappel

**Absent (Virtual):** Kimberly Stults

**HCPH Staff (Virtual):** Karen Boose, Christina Cherry, Tim Hollinger, Nicole Marks, Katie Spaar

**Guest(s) (Virtual):** Matt Roche, LynAnne Vucovich

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio virtually met at a regular meeting of the Board on September 10, 2020 via the ZOOM platform. Board President, Lisa Reer requested a roll call. Ms. Spaar completed a roll call. Mrs. Reer called the meeting to order at 1:00 pm with quorum present.

Mrs. Reer started the meeting with public comment period. No members of public commented during the public comment period.

Mrs. Reer presented Resolution 2020-94, a resolution to approve the minutes from the August 2020 regular Board meeting. Mrs. Reer requested a motion to adopt Resolution 2020-94. Mr. Polachek made a motion to approve the minutes from the August 2020 regular Board of Health Meeting, as mailed/mailed. Mrs. Butler seconded the motion. The motion carried unanimously.

Mrs. Reer presented Resolution 2020-95, a resolution to approve the payment of the monthly expenditures with prior approval. Mrs. Reer requested a motion to present Resolution 2020-95. Mrs. Butler made a motion to approve the payment of the monthly expenditures with prior approval. Mr. Tappel seconded the motion. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –technical difficulties, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-96, Request to Advertise for and Hire Epidemiologist. Mrs. Reer requested a motion to adopt Resolution 2020-96. Mr. Tappel made a motion adopt Resolution 2020-96, Request to Advertise for and Hire Epidemiologist. Mrs. Nedolast seconded the motion. Mrs. Marks noted that the Board of has the authority to determine appropriate compensation and staffing levels for Huron County Public Health. Mrs. Marks explained that former full-time Epidemiologist, Sydney Cmar, was reclassified to intermittent status in August of 2019 via Resolution 2019-112 and has since resigned from her position in August of 2020, via Resolution 2020-91, leaving a full-time vacancy in the Epidemiologist position. Mrs. Marks further explained that the needs of the Public Health Emergency Preparedness (PHEP) grant requires a replacement and therefore requested that the Board approves the advertising for and hiring of a full time Epidemiologist at the rate of \$21.00-\$26.00 per hour based on qualifications. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried – Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-97, Request to approve the purchase of software/hardware with Telehealth grant funding. Mrs. Reer requested a motion to adopt Resolution 2020-97. Mrs. Butler made a motion adopt Resolution 2020-97, Request to approve the purchase of software/hardware with Telehealth grant

funding. Mrs. Nedolast seconded the motion. Mrs. Boose explained that the Board approved through Resolution 2020-69 an application to the Ohio Department of Health for Telehealth funding, and to accept and expend the funding to improve telehealth technology of the District. Mrs. Boose further explained that HCPH has since received a notice of award in the amount of \$24,000 from the Ohio Department of Health and the Medical /DAS Division's have adequately identified and researched technology required to treat clients through telehealth services. Therefore, Mrs. Boose requested that the Board approves the purchases of updated software and hardware as outlined in Section I. of Resolution 2020-97. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried – Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-98, Health District 2020 August Budgetary Transactions. Mrs. Reer requested a motion to adopt Resolution 2020-98. Mrs. Tappel made a motion to approve Resolution 2020-98, Health District 2020 August Budgetary Transactions. Mrs. Butler seconded the motion. Mrs. Boose reported the budgetary transactions for the last month reviewing the appropriation adjustments and Amended Certificate/Appropriation, as outlined in Section I. of Resolution 2020-98, and requested the Board approves the budgetary transactions as reported. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried – Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-99, Request to change status from part-time to intermittent, Fannin. Mrs. Reer requested a motion to adopt Resolution 2020-99. Mrs. Butler made a motion to approve Resolution 2020-99, Request to change status from part-time to intermittent, Fannin. Mr. Polachek seconded the motion. Mrs. Cherry explained that the Board has the authority to determine appropriate staffing levels for Huron County Public Health and Sierra Fannin RN, BSN has requested to be reclassified and transition her employment status from a part-time Registered Nurse to an intermittent Registered Nurse at the pay rate of \$21 per hour with the effective date of September 27, 2020. Therefore, Mrs. Cherry requested the Board approves the change in classification, pay and the associated time frame. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried – Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-100, Request to Advertise for and Hire Nurse Practitioners. Mrs. Reer requested a motion to adopt Resolution 2020-100. Mr. Tappel made a motion adopt Resolution 2020-100, Request to Advertise for and Hire Nurse Practitioners. Mrs. Nedolast seconded the motion. Mrs. Boose explained that the Board has the authority to determine appropriate compensation and staffing levels for HCPH and the Board has determined the need for a Federally Qualified Community Health Center in Huron County and has taken action to implement the requirements. Mrs. Boose noted that the Community Health Center requires a clinic that offers services 40 hours per week and therefore requested that the Board of approves the advertising for and hiring of one full time Nurse Practitioner at 40 hours per week, and one part time Nurse Practitioner at 24 hours per week, at the rate of \$40.00-\$60.00 per hour based on qualifications. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried – Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-101, Request to approve minor renovation in medical wing. Mrs. Reer requested a motion to adopt Resolution 2020-101. Mrs. Butler made a motion to approve Resolution 2020-101, Request to approve minor renovation in medical wing. Mr. Polachek seconded the motion. Mr. Hollinger noted the District has purchased property at 28 Executive Drive and due to the requirements of a Federally Qualified Health Center minor renovations are needed. Mr. Hollinger explained that the Board, in Resolution 2019-20, established a building committee empowered to approve work between Board meetings and the District would

like to use the vendor that has previously worked on the building. Therefore, Mr. Hollinger requested the Board empowers the building committee to approve renovation work between the Board meetings. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried – Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mr. Hollinger presented the first reading of Resolution 2020-102: Resolution to approve the fee schedule for the Implementation and Administration of the Body Art Rules.

Mr. Hollinger presented the first reading of Resolution 2020-103: Resolution to approve the fee schedule for the Implementation and Administration of the Food Safety (FSO and RFE) Rules.

Mr. Hollinger presented the first reading of Resolution 2020-104: Resolution to approve the fee schedule for the Implementation and Administration of the Campground Rules.

Mr. Hollinger presented the first reading of Resolution 2020-105: Resolution to approve the fee schedule for the Implementation and Administration of the Public Swimming Rules.

Mr. Hollinger presented the first reading of Resolution 2020-106: Resolution to approve the fee schedule for the Implementation and Administration of the Public Bathing Place Regulations.

Mr. Hollinger presented the first reading of Resolution 2020-107: Resolution to approve the fee schedule for the Implementation and Administration of the Sewage Treatment System Rules.

Mr. Hollinger presented the first reading of Resolution 2020-108: Resolution to approve the fee schedule for the Implementation and Administration of the Private Water System Rules.

Mr. Hollinger presented the first reading of Resolution 2020-109: Resolution to approve the fee schedule for the Implementation and Administration of the Resident Camp Regulations.

Mrs. Reer presented the fiscal report. Mrs. Boose reviewed the fiscal reports, including the Fund Balance Report, and the Revenue and Expense Report. For August 2020, the general fund reflected a cash balance of \$709,978.00. Mrs. Boose also reviewed the year to date revenue, year to date expense, and balances for following funds: Medical Reserve Corps (MRC), Community Cessation Initiative (CCI) Grant, Reproductive Health, FDA Category 2 Foodborne Illness Risk Factor Study, Mosquito Control Grant, Safe Communities, Cribs for Kids, Public Health Emergency Preparedness (PHEP), Sewage Operation and Maintenance, LifeSkills, Early Intervention Services Grant, Creating Healthy Communities, Coronavirus Response Grant, WPCLF Sewage System Repair and Replace funding, FDA Category 3 Food Standardization Training Grant and COVID-19 Contact Tracing Grant. Mrs. Boose reviewed the general fund cash balance comparison for 2020 ,2019 and the 11 Year average. Mrs. Boose presented the 2020 year to date general fund budget performance and broke out year-to-date general fund revenue, expense, and net detail comparisons. Mrs. Boose also reviewed the August 2020 expense highlights. Mrs. Boose proceeded to recap the Community Health Center timeline, gave an update on progress completing objectives and reported on preparation for required documents. Mrs. Boose noted that the annual state audit is underway, virtually, and board members will receive emails throughout the audit. She noted the expected completion date of the audit should be October 31, 2020. Mrs. Butler made a motion to approve the fiscal report. Mr. Polachek seconded the motion. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried – Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye, Shawn Tappel – Aye.

Mrs. Reer introduced the Board of Health Education, Huron County Coronavirus (COVID-19) Response in Schools and Vaccine Preparedness Planning, presented by Tim Hollinger, MPH, Health Commissioner, Huron County Public Health. This 60-minute training reviewed local COVID-19 zip code and long-term care facilities data, COVID-19 school case reporting requirements, case classification categories, and the COVID-19 vaccine. Discussion followed about cold storage capacity.

With no additional business, Mrs. Reer adjourned the meeting at 2:57 p.m.