



# Huron County Public Health

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**RESOLUTION 2020-58**  
**A Resolution to approve the minutes**  
May 7, 2020

The Board of Health of Huron County Public Health, Huron County, Ohio met at a regular meeting of the Board, on May 7, 2020 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 have been submitted by mail/e-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 virtual meeting held on April 9, 2020 are suspended and the minutes are hereby approved as attached, except for the following amendment(s);

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**HURON COUNTY BOARD OF HEALTH MEETING**

April 9, 2020 at 1:00 PM

Virtual meeting utilizing ZOOM platform

- Present (Virtual):** Kathleen Butler, James Gottfried, Lisa Nedolast, Greg Polachek, Lisa Reer, Ron Robinson, Kimberly Stults, Shawn Tappel
- Absent (Virtual):** N/A
- HCPH Staff (Virtual):** Karen Boose, Christina Cherry, Eric Cherry, Tim Hollinger, Nicole Marks, Katie Spaar
- Guest(s) (Virtual):** Cheri McFarland, Matt Roche, "Kelly", "Bcondo", John Evans, 1-937-446-3619

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio virtually met at a regular meeting of the Board on April 9, 2020 via the ZOOM platform. Health Commissioner, Timothy Hollinger called the meeting to order at 1:00 pm with quorum present. Mr. Hollinger requested a roll call. Ms. Spaar completed a roll call.

Mr. Hollinger started the meeting with public comment period. No members of public commented during the public comment period.

Mr. Hollinger presented Resolution 2020-48, an emergency resolution for the temporary suspension of procedural and other rules requiring the Board to physically convene for a public meeting during the COVID-19 pandemic. Mr. Hollinger noted that on March 9, 2020 Governor DeWine declared a state of Ohio emergency and on March 13, 2020 the World Health Organization characterized COVID-19 as a pandemic and on March 13, 2020 the U.S. President declared a national state of emergency. Therefore, Mr. Hollinger explained it is necessary to consider the applicability of the Open Meetings Act's "in person" requirement in the context of Dr. Acton's Order targeted at preventing the spread of COVID-19 and we must give effect to the OMA's "in person" requirement, while also recognizing and complying with Dr. Acton's "ultimate authority" over matters of isolation to stop the spread of a highly infectious disease. Mr. Hollinger further explained that the business of government must continue, it is reasonable to read the OMA's "in person" requirement as permitting a member of a public body to appear at a public meeting via teleconference, giving effect to both R.C. 121.22 and R.C. 3701.13. Mr. Hollinger stated that it is also consistent with the United States Centers for Disease Control's recent guidance, issued in response to the national COVID-19 epidemic, to use videoconferencing for meetings when possible and public access to the business of Ohio's public bodies is still vital and the OMA does not specifically dictate how a meeting is made open to the public. Mr. Hollinger further stated that the practices outlined above are also consistent with the spirit of R.C. 5502.24(B), which provides that if, due to a declared emergency, it becomes "imprudent, inexpedient, or impossible to conduct the affairs of a local government at the regular or usual place," the governing body may meet at a previously designated alternate location and dispense with legal requirements that qualify as "time-consuming procedures and formalities". Mr. Hollinger requested in the interest of public health, and in accordance with Dr. Acton's "ultimate authority" over matters of isolation to stop the spread of a highly infectious disease the Board of Huron County Public Health adopts the subsequent guidance issued by the Ohio Attorney General, that the Board may conduct open public meetings remotely via telephonic or electronic means, providing opportunity for public access and comment in accordance with the COVID-19 guidance. Mr. Hollinger explained that the execution of Resolution 2020-48 is conclusive evidence of the Board's approval of this action and of the authority granted herein. Mr. Hollinger further explained that the Board warrants that it has, and at the time of this action had full power and lawful authority to adopt this instrument

and the Board intends that the Board President and or the Health Commissioner has the authority to bind the Board and District with their signature after the Board adopts by verbal vote a resolution during this emergency. Any signature line in the Resolution 2020-48 or future resolutions during this state of emergency not signed by a member present via telephonic or electronic means may be deemed as intent to enter into this Resolution and future resolutions with the same force and effect as an original executed signed document. Mr. Hollinger requested a motion to adopt Resolution 2020-48. Mr. Tappel made a motion to adopt Resolution 2020-48, an emergency resolution for the temporary suspension of procedural and other rules requiring the Board to physically convene for a public meeting during the COVID-19 pandemic. Mrs. Reer 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, Shawn Tappel – Aye.

Mr. Hollinger presented Resolution 2020-49, an emergency resolution for the election of officers due to the COVID-19 pandemic. Mr. Hollinger explained that on December 05, 2019 William Knapp was re-elected as the president of the Huron County Board of Health and Mr. Hollinger unfortunately expressed that on March 29, 2020 Board of Health President William “Bill” Knapp lost his hard fought battle with COVID-19. Mr. Hollinger further explained that Ohio Revised Code 3709.11 requires a president of the Board of Health and it is prudent to consider the potential future consequences that COVID-19 may have on the population of Huron County and this Board, Ohio Revised Code section 3709.12 allows for the election of a president pro-tempore. Therefore, Mr. Hollinger requested in the interest of public health, and with great sadness, the Health Commissioner called upon the Board of Health for nominations for the office of President to fulfill the unexpired term of Bill Knapp and the office of President pro-tempore. Mr. Hollinger requested nominations for President. Mr. Tappel nominated Dr. Gottfried. Mrs. Reer nominated herself in the event Dr. Gottfried wanted to pass on the nomination. Dr. Gottfried expressed no interest in becoming President. Therefore, Mr. Tappel moved to elect Mrs. Reer. 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.

Mr. Hollinger introduced the newest Board of Health Member, Lisa Nedolast, and noted she will represent Willard City.

Mr. Hollinger turned the meeting over to newly appointed Board of Health President, Lisa Reer, to resume the remainder of the meeting. Mrs. Reer further presented Resolution 2020-49, an emergency resolution for the election of officers due to the COVID-19 pandemic. Mrs. Reer requested nominations for President pro-tempore. Mr. Tappel nominated himself. Mrs. Reer requested other nominations. No other nominations were provided. Mrs. Reer requested motion to elect Mr. Tappel as President pro-tempore. Mr. Tappel moved to elect Shawn Tappel as President pro-tempore. 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, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-50, a resolution Honoring Board of Public Health President, William Knapp. Mrs. Reer requested a motion to adopt Resolution 2020-50. Mr. Polachek made a motion to adopt Resolution 2020-50, a resolution Honoring Board of Public Health President, William Knapp. Dr. Gottfried seconded the motion. Mr. Hollinger reviewed the resolution noting that William Knapp was sworn in as a Huron County Board of Public Health Member on March 9, 2000 as a representative of New London Township and served HCPH with great distinction and contributed significantly to the quality of its programs during his 20 years of service on the Board. Mr. Hollinger recognized his genuine concern for the community and stated that his thoughtful questions made him a unique asset to the Board contributing to the growth and

performance of the Health District. Mr. Hollinger expressed that his passing has shaken the District, its staff and Board members, and that the community expresses their sadness and acknowledge the loss that his passing brings. Therefore, Mr. Hollinger requested that the Huron County Board of Health hereby publicly recognizes the service of William Knapp and the benefit that service has brought to the citizens of Huron County. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Shawn Tappel – Aye. Mrs. Reer offered her condolences on behalf of the Board.

Mrs. Reer presented Resolution 2020-51, a resolution to approve the minutes from the March 2020 regular Board meeting. Mrs. Reer requested a motion to adopt Resolution 2020-51. Dr. Gottfried made a motion to approve the minutes from the March 2020 regular Board of Health Meeting, as mailed/emailed. Mr. Polachek seconded the motion. The motion carried unanimously.

Mrs. Reer presented Resolution 2020-52, a resolution to approve the payment of the monthly expenditures with prior approval. Mrs. Reer requested a motion to present Resolution 2020-52. Mr. Tappel 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 – Aye, Dr. Gottfried –Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-53, Request to apply for and accept funding from the ODH Coronavirus Response Grant and appropriate the funds. Mrs. Reer requested a motion to present Resolution 2020-53. Mr. Polachek made a motion adopt Resolution 2020-53, Request to apply for and accept funding from the ODH Coronavirus Response Grant. Dr. Gottfried seconded the motion. Ms. Spaar explained that Huron County Public Health is requesting to apply for \$54,496.00 of federal pass through dollars associated with the Coronavirus Response grant designed for local health departments to carry out preparedness response activities associated with Coronavirus. Therefore, Ms. Spaar requested the Board approves applying for and accepting if awarded the FY 2020/2021 ODH Coronavirus Response Grant which begins on 03/16/2020 and ends on 03/15/2021. Ms. Spaar further requested that the Board grants the Health Commissioner authority to appropriate and expend the required local funds from Huron County Public Health's FY 20/21 budget to front load the activities of the grant for Huron County's portion of the grant's deliverables until payment is received from the grant for deliverables completed. Discussion followed regarding required activities of the grant. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-54, Request to Adopt the Families First Coronavirus Response Act Policy. Mrs. Reer requested a motion to discuss Resolution 2020-54. Mr. Tappel made a motion to approve Resolution 2020-54, Request to Adopt the Families First Coronavirus Response Act Policy. Dr. Gottfried seconded the motion. Mr. Hollinger explained that the Families First Coronavirus Response Act (FFCRA) requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19 and noted these provisions will apply from April 1, 2020 through December 31, 2020. Mr. Hollinger provided a brief summary of the policy outlined in Section I. of Resolution 2020-54. Mr. Hollinger proceeded to request that the Board adopts the Families First Coronavirus Response Act policy as attached in Section I. of Resolution 2020-54. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-55, Health District 2020 March Budgetary Transactions. Mrs. Reer requested a motion to adopt Resolution 2020-55. Dr. Gottfried made a motion to approve Resolution 2020-55,

Health District 2020 March Budgetary Transactions. Mr. Polachek seconded the motion. Mrs. Boose reviewed the resolution and reported the budgetary transactions for the last month reviewing the advances and appropriation adjustments, as outlined in Section I. of Resolution 2020-55, 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, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-56, Request to accept and appropriate grant funds for the COVID-19 Subsidy from the Ohio Department of Health. Mrs. Reer requested a motion to adopt Resolution 2020-56. Mr. Polachek made a motion adopt Resolution 2020-56, Request to accept and appropriate grant funds for the COVID-19 Subsidy from the Ohio Department of Health. Dr. Gottfried seconded the motion. Ms. Spaar explained that Huron County Public Health was notified that the Ohio Department of Health would be issuing a state subsidy for use in the COVID-19 response and HCPH is requesting to accept and appropriate subsidy funding of \$5,000.00 to partially fund staff salaries in the local response to COVID-19. Therefore, Ms. Spaar requested that the Board approves acceptance and appropriation of funding from the Ohio Department of Health in the amount of \$5,000.00. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Shawn Tappel – Aye.

Mrs. Reer presented Resolution 2020-57, an emergency resolution for the temporary reassignment of personnel from grant programs during the COVID-19 pandemic. Mr. Reer requested a motion to adopt Resolution 2020-57. Mr. Tappel made a motion to approve Resolution 2020-57, an emergency resolution for the temporary reassignment of personnel from grant programs during the COVID-19 pandemic. Dr. Gottfried seconded the motion. Mr. Hollinger explained that on March 9, 2020 Governor DeWine declared a state of Ohio emergency and on March 13, 2020 the World Health Organization characterized COVID-19 as a pandemic and on March 13, 2020 the U.S. President declared a national state of emergency. Mr. Hollinger further noted that Section 319(e) of the Public Health Service (PHS) Act provides the Secretary of the Department of Health and Human Services (HHS) with discretion upon request by a state or tribal organization to authorize the temporary reassignment of state, tribal, and local personnel during a declared federal public health emergency. Mr. Hollinger noted that the temporary reassignment provision is applicable to state, tribal, and local public health department or agency personnel whose positions are funded, in full or part, under PHS programs and allows such personnel to immediately respond to the public health emergency in the affected jurisdiction and funds provided under the award may be used to support personnel who are temporarily reassigned in accordance with section 319(e). Mr. Hollinger stated that this policy is also consistent with the Ohio Department of Health's recent preliminary guidance, issued in response to the national COVID-19 pandemic and due to the emergent nature of the COVID-19 pandemic the Ohio Department of Health has not finalized its guidance or requirements limiting the completion of a policy for approval by the Board of Health. Mr. Hollinger further explained that the current public health workforce cannot adequately and appropriately address the emergency and the public health emergency would be addressed more efficiently and effectively through the temporary reassignment of local public health personnel from grants to the COVID-19 work. Therefore, Mr. Hollinger requested that, in the interest of public health in a national emergency, the Board grants the Health Commissioner authority to apply the Ohio Department of Health's final guidance when developing the required policy for reassigning the appropriate number of personal from the suitable grants. Mr. Hollinger further requested that the execution of Resolution 2020-57 is conclusive evidence of the Board's approval of this action and of the authority granted herein to the Health Commissioner to adopt a policy in accordance with the Ohio Department of Health's final requirements. The Board warrants that time is of the essence in a state of emergency and it has full power and lawful authority in an emergency to adopt this instrument. Discussion followed regarding staff working on federal grants while responding to COVID but continue to be paid by their grants and frequency of board

meetings. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Shawn Tappel – Aye.

Mrs. Reer presented DAC Resolution 2020-01: Renewal of Independent Contract Agreement for Public Health Services: Bellevue City. Mrs. Reer requested a motion to adopt DAC Resolution 2020-01. Mr. Polachek made a motion to adopt DAC Resolution 2020-01: Renewal of Independent Contract Agreement for Public Health Services: Bellevue City. Mr. Tappel seconded the motion. Mr. Hollinger explained that this renewal is entered into by and between the City of Bellevue and Huron County Public Health renews on an annual basis, and rates are adjusted annually according to the consumer price index. Mr. Hollinger noted that the condition of the present economy the rates for the calendar year 2020 shall remain the same as 2009. DISTRICT staff are RS \$42 per hour, RN \$38 per hour, Health Ed \$38 per hour, Clerk \$21 per hour, CRNP \$62 per hour, and Administration \$42 per hour and the CITY shall pay HCPH on an hourly basis for actual hours worked monthly by DISTRICT staff for the period January 1, 2020 through December 31, 2020. Mr. Hollinger reviewed the contract amounts listed in DAC Resolution 2020-01. Mr. Hollinger noted that the District and City are exercising their option to renew this contract if mutually agreed to by both parties explained that this renewal retroactively began on January 1, 2020 and continue in force until its end on December 31, 2020. Mrs. Reer noted that Bellevue city expressed their happiness with the contract at the annual meeting of the District Advisory council. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –Aye, Lisa Nedolast - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Shawn Tappel – Aye, Ron Robinson – Abstain.

Mrs. Reer presented the fiscal report and requested a motion. Dr. Gottfried made a motion to approve the fiscal report. Mr. Polachek seconded the motion. Mrs. Boose reviewed the fiscal reports, including the Fund Balance Report and the Revenue and Expense Report. For March 2020, the general fund reflected a cash balance of \$773,040.00. Mrs. Boose also reviewed the year to date revenue, year to date expense, and balances were 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 and FDA Category 3 Food Standardization Training Grant. 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 March 2020 expense highlights. Mr. Hollinger added insight about the funding constraints form the COVID response efforts. The motion carried upon roll call vote. Kathy Butler – Aye, Dr. Gottfried –Aye, William Knapp - Aye, Greg Polachek - Aye, Lisa Reer – Aye, Ron Robinson – Aye.

Mrs. Reer introduced the Board of Health Education, Coronavirus (COVID-19) Response, presented by Tim Hollinger, MPH, Health Commissioner, Huron County Public Health. This 38-minute training reviewed Huron County COVID-19 local response effort in the areas of Epidemiology, Information Sharing, Public Information, Non- Pharmaceutical Interventions, Mass Fatality, Medical Surge, Mental Health, Volunteer Management, fiscal operations and partner management. Discussion followed about testing capacity and availability.

With no additional business, Mrs. Reer adjourned the meeting at 2:50 p.m.