



**HURON COUNTY BOARD OF HEALTH MEETING**

January 5, 2023, at 1:00 PM

In Person and virtual utilizing Microsoft Teams platform

**Present:** Dr. James Gottfried, Lisa Nedolast, Lisa Reer, Greg Polachek, Jeremy Loose

**Absent:** Ron Robinson, Dane Howard, Kimberly Stults

**Virtual:** Kathleen Butler

**HCPH Staff:** Tim Hollinger, Karen Boose, Nicole Marks, Christina Cherry, Eric Cherry

**Guest(s):** Matt Roche-Norwalk Ohio News

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on January 5th, 2023, at Huron County Public Health Conference Room#1, Norwalk, OH. Board President, Dr. James Gottfried requested a roll call. Mrs. Marks completed a roll call. Dr. Gottfried called the meeting to order at 1:01 pm with quorum present.

Dr. Gottfried opened the meeting with public comment period. With no public comments, Dr. Gottfried proceeded with action items.

Dr. Gottfried presented Resolution 2023-1, a resolution to approve the minutes from the December 2022 regular Board meeting. Dr. Gottfried requested a motion to adopt Resolution 2023-1. Mr. Loose made a motion to approve the minutes from the December 2022 regular Board of Health Meeting, as mailed/mailed. Mrs. Reer seconded the motion. The motion carried unanimously.

Dr. Gottfried presented Resolution 2023-2, a resolution to approve the payment of the monthly expenditures with prior approval. Dr. Gottfried requested a motion to present Resolution 2023-2. Mr. Loose made a motion to approve the payment of the monthly expenditures with prior approval. Mrs. Reer seconded the motion. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mr. Loose- Aye, Mrs. Nedolast- Aye, Mr. Polachek- Aye, Mrs. Reer-Aye.

Dr. Gottfried presented Resolution 2023-3, a resolution to approve Health District December 2022 budgetary transactions. Dr. Gottfried requested a motion to adopt Resolution 2023-3. Mrs. Boose offered further information about the December 2022 budgetary transactions stating the board always does a review in December. The board reviewed the spreadsheet and with no questions, Dr. Gottfried asked for a roll call. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mr. Loose- Aye, Mrs. Nedolast- Aye, Mr. Polachek- Aye, Mrs. Reer-Aye.

Dr. Gottfried presented Resolution 2023-4, 2022 quarterly general fund budget review (quarter 4). Dr. Gottfried requested a motion to adopt Resolution 2023-4. Mrs. Reer made a motion to approve Resolution 2023-4 quarterly general fund budget review (quarter 4). Mrs. Nedolast seconded the motion. Mrs. Boose gave further information on Resolution 2023-4, explaining the budgeted amounts, expenditures, and a carryover of \$418,819.42. 2023. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mr. Loose- Aye, Mrs. Nedolast- Aye, Mr. Polachek- Aye, Mrs. Reer-Aye.

Dr. Gottfried went out of order with resolutions and presented Resolution 2023-6, Request to approve 2023 classified staff's hourly pay ranges and exempt unclassified salaries. Dr. Gottfried requested a motion to accept Resolution 2023-6. Mr. Polachek made a motion to approve Resolution 2023-6. Mr. Loose seconded the motion. Mrs. Boose reviewed staff pay ranges as well as unclassified staff. Some new classifications were added and the ranges were adjusted to support the 2% cost of living increase approved by this board last month. The motion carried upon a roll call vote. Dr. Gottfried- Aye, Mr. Loose- Aye, Mrs. Nedolast- Aye, Mr. Polachek- Aye, Mrs. Reer- Aye.

Dr. Gottfried then went back and presented Resolution 2023-5, Request to adopt the final 2023 budget. Dr. Gottfried requested a motion to adopt Resolution 2023-5, a request to approve the final 2023 budget. Mrs. Nedolast made a motion to accept Resolution 2023-5 and Mrs. Reer seconded the motion. Mrs. Boose explained she would give a high-level overview and the plan is for the fiscal division to meet and figure out a better way to go through the budget. She explained maybe division and/or program based if the board is agreeable. The spreadsheet she reviewed is what is required and sent to the county auditor. The motion carried on a roll call vote. Dr. Gottfried- Aye, Mr. Loose- Aye, Mr. Polachek- Aye, Mrs. Nedolast- Aye, Mrs. Reer- Aye.

Dr. Gottfried requested a motion to move into Executive Session per ORC 121.11(G)(2). Mrs. Reer made a motion to move into executive session and Mr. Loose seconded the motion. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Mr. Loose-Aye, Mrs. Nedolast-Aye, Mr. Polachek-Aye, Mrs. Reer-Aye.

Dr. Gottfried requested a motion to come out of Executive Session per ORC 121.11(G)(2). Mr. Loose made a motion to come out of executive session and Mrs. Reer seconded the motion. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Mr. Loose-Aye, Mrs. Nedolast-Aye, Mr. Polachek-Aye, Mrs. Reer-Aye.

Dr. Gottfried presented Resolution 2023-7, Request to approve leasing five vehicles. Dr. Gottfried requested a motion to approve Resolution 2023-7. Mr. Polachek made a motion to approve Resolution 2023-7 and Mr. Loose seconded the motion. Mr. Cherry then explained that the lease for our current fleet vehicles is up and the lease term agreements for the new leases are in the resolution. With no questions the motion was approved upon roll call vote. Dr. Gottfried- Aye, Mr. Loose- Aye, Mrs. Nedolast- Aye, Mr. Polachek- Aye, Mrs. Reer-Aye.

Dr. Gottfried presented Resolution 2023-8 request to apply for, accept, and appropriate grant funds for the Public Health Emergency Preparedness FY 2024 Grant. Dr. Gottfried requested a motion to approve Resolution 2023-8. Mrs. Reer made a motion to approve Resolution 2023-8 request to apply for, accept, and appropriate grant funds for the Public Health Emergency Preparedness FY 2024 Grant and Mrs. Nedolast seconded the motion. Mrs. Marks explained this grant is through ODH and is for \$72,791.00 for the FY2024 budget period. This grant also requires a 7.7% match. The budget period for this application is July 1, 2023 through June 30, 2024. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Mr. Loose-Aye, Mrs. Nedolast-Aye, Mr. Polachek-Aye, Mrs. Reer-Aye.

Dr. Gottfried presented Resolution 2023-9, Request to apply for, accept funding from, and appropriate grant funds for the PEP+ Grant. Dr. Gottfried requested a motion to approve Resolution 2023-9. Mr. Polachek made a motion to approve Resolution 2023-9, request to apply for, accept, and appropriate grant funds from the PEP+ Grant. Mrs. Nedolast seconded the motion. Mr. Polachek seconded the motion. Mrs. Marks explained this grant is specific to safety and loss prevention efforts. Last year this funding was used for new fire extinguishers for the new section of the Norwalk building and fire extinguishers for the Willard building. The motion was approved upon a roll call vote, Dr. Gottfried- Aye, Mr. Loose- Aye, Mrs. Nedolast- Aye, Mr. Polachek- Aye, Mrs. Reer-Aye.

Dr. Gottfried presented Resolution 2023-10, resolution to contract with multiple entities for the completion of Creating Health Communities (CHC) Grant objectives. Dr. Gottfried asked for a motion to accept Resolution 2023-10. Mrs. Reer made a motion to approve Resolution 2023-10, request to contract with multiple entities for the completion of Creating Healthy Communities Grant objectives. Mr. Polachek seconded the motion. Mrs. Marks explained we must complete three projects to meet grant objectives, and these contracts allow us to work with local municipalities and agencies/organizations to complete them. All contract costs will be covered by CHC grant funds. The motion carried upon a roll call vote. Dr. Gottfried-Aye, Mr. Loose-Aye, Mrs. Nedolast-Aye, Mr. Polachek, Mrs. Reer-Aye.

Dr. Gottfried presented Resolution 2023-11, request to accept change in status from full time to PRN for Stoner, RN and hire a registered nurse, Licensed Practical Nurse, or Certified Medical Assistant. Dr. Gottfried requested a motion to approve Resolution 2023-11. Mrs. Reer made a motion to approve Resolution 2023-11 request to accept change in status from full time to PRN for Stoner, RN and hire a registered nurse, Licensed Practical Nurse, or Certified Medical Assistant. Mrs. Nedolast seconded the motion. Mrs. Cherry explained that Mrs. Stoner accepted a position at Firelands Hospital full time and has requested to be moved to PRN status. The motion carried upon roll call vote. Dr. Gottfried- Aye, Mr. Loose- Aye, Mrs. Nedolast- Aye, Mr. Polachek- Aye, Mrs. Reer-Aye.

Dr. Gottfried presented the Fiscal Report and requested a motion to discuss. Mrs. Reer made a motion to hear and approve the fiscal report and Mrs. Nedolast seconded. Mrs. Boose reviewed the fiscal report presenting the difference in funds with the 2% personnel increase. She discussed the renovation budget and the general fund expenses and balance. The fiscal report was approved upon a roll call vote. Dr. Gottfried-Aye, Mr. Loose-Aye, Mrs. Nedolast-Aye Mr. Polachek-Aye, Mrs. Reer-Aye.

Dr. Gottfried introduced Programmatic Presentations:

Communicable Disease Report (December 2022): Dr. Gottfried requested a motion to review the Communicable Disease report. Mrs. Reer made a motion, Mr. Polachek seconded the motion, Mrs. Caranfa reviewed the December 2022 Communicable Disease report. With no further questions Mr. Loose made a motion to approve the Communicable Disease Report and Mrs. Reer seconded the motion. The motion carried unanimously.

With no additional business, Dr. Gottfried requested a motion to adjourn. Mr. Polachek made a motion to adjourn the January meeting, Mrs. Reer seconded the motion. Dr. Gottfried adjourned the meeting at 2:00 p.m.