

LORAIN COUNTY PUBLIC HEALTH BOARD OF HEALTH

Meeting Minutes for January 10, 2024

Present:

Prefix	Name and Credentials	Position
Mr.	Edward X. McNamara	President
Dr.	Patricia Schrull, DNP, RN	Vice President
Dr.	Grant Comnick	Member
Mrs.	Nancy Hedberg, RN, MSN	Member
Dr.	Eric Lockhart	Member
Mrs.	Kionna McIntosh-Pharms	Member
Mrs.	Mary Santiago	Member
Mr.	Tom Stannard	Member

Guests:

Legal Counsel, Prosecutor's Office staff, LCPH staff members, County Commissioner, members of the public

The President called the meeting to order at 6:00 p.m.

Minutes from the Last Regular Meeting on December 13, 2023

#2024-01

The President requested a review of the December 2023 regular meeting minutes. Dr. Schrull moved to approve the minutes. Mrs. McIntosh-Pharms seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Financial Report

#2024-02

Mrs. Deborah Chavez provided the financial update. LCPH collected 93% of its budgeted revenue and spent 90% of the appropriated expense budget in 2023. Mrs. Chavez made note of the schedule of advances that had been made in 2023. She also reviewed the original purpose of the LCPH Huntington checking account to serve as a pass-thru for deposits and the new change of allowing EFT payments to OEPA which will longer accept paper checks beginning January 2024. Mr. Stannard moved to approve the financial report. Dr. Schrull seconded the motion. Upon voice vote, all members voting aye, President declared the motion passed.

2024 Mileage Rate to \$0.67/mile effective 1/1/2024

#2024-03

Mr. Mark Adams gave an overview with the recommendation of the new rate, which follows the federal mileage rate change. Dr. Lockhart moved to approve the 2024 mileage rate change to \$0.67/mile effective January 1, 2024. Mrs. Santiago seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed

Budget Recertification

#2024-04

Mrs. Chavez provided an overview of the budget recertification. Dr. Schrull moved to approve the budget recertification. Mr. Stannard seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Amended 2024 Food Service Fees - Emergency

#2024-05

Mr. Adams gave an overview of the food service fee for 2024 non commercial risk level 4. . Mr. Stannard moved to approve the amended 2024 food service fee. Mrs. Hedberg seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Personnel

#2024-06

Mrs. Hedberg moved to approve the following personnel actions:

- Appointments:
 - Ryan Phan, Intern, Administrative Services effective 12/12/2023
- Promotion:
 - Ryan Tristano, REHS, Environmental Health Program Manager promoted to Environmental Health Supervisor effective 12/31/2023
 - Rachel Woodruff, REHS (Registered EH Specialist) promoted to Environmental Health Supervisor effective 12/31/2023
- Resignation:
 - Pamela Opel, RN, Public Health Nurse (School Nurse) effective 12/28/2023

Dr. Schrull seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Agreements, Contracts, and MOUs

#2024-07

Mr. Adams reviewed the list of agreements, contracts, and MOUs, striking the MOU for TB Pharmacy Services. Mrs. Santiago moved to approve the list. Mrs. Hedberg seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Out-of-County Travel Requests

#2024-08

Mr. Adams gave an overview of the travel request list. Dr. Schrull moved to approve the out-of-county travel requests. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Approve Recommendations of the Hearing Officer for January 10, 2024

#2024-09

Mr. Adams, Dr. Schrull and Mr. Juston Carpenter, Program Manager, gave an overview of the January home safety program hearings. Pictures of the properties, LCPH actions prior to the hearing, and hearing officer recommendations were shared. Mrs. McIntosh-Pharms moved to approve the recommendations of the hearing officer. Mrs. Hedberg seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Legal Services' Report

#2024-10

None

Health Commissioner Report

#2024-11

Mr. Adams addressed the members of the public that were there attending the meeting.

Comments

Many members of the public were in attendance to provide comments and ask questions about the Operation and Maintenance Program for household sewage treatment systems. Members of the public who signed in to the meeting were called one by one and given the opportunity to speak, with those who did not sign in having a chance to speak after going through the list. Mr. Adams provided answers to questions throughout the open comments portion of the meeting and took notes to discuss matters further with the Board of Health. The open comments portion of the meeting lasted approximately two hours.

Executive Session

#2024-12

Dr. Schrull moved to go into executive session to discuss compensation of a public employee. Mrs. McIntosh-Pharms seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed, and the Board of Health went into executive session at 8:01 p.m.

After the discussion, the executive session ended at 8:45 p.m.

Restructure of O&M Invoices

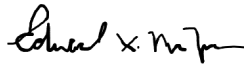
#2024-13

At 8:50 p.m., Dr. Cornick moved to restructure the O&M invoices to offer an alternate payment term, to allow more time to pay, and to resend invoices out quickly. Mrs. McIntosh-Pharms seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

There being no further business to discuss, Dr. Lockhart moved to adjourn. Mrs. Santiago seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed, and the meeting adjourned at 8:51 p.m.

Attest:

President:



Secretary:



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