

LORAIN COUNTY PUBLIC HEALTH BOARD OF HEALTH

Meeting Minutes for September 13, 2023

Present:

Prefix	Name and Credentials	Position
Dr.	Patricia Schrull, DNP, RN	Vice President
Mr.	Thomas G. Eschtruth	Member
Mrs.	Nancy Hedberg, RN, MSN	Member
Mrs.	Kionna McIntosh-Pharms	Member
Mrs.	Mary Santiago	Member
Mr.	Tom Stannard	Member

Guests:

Legal Counsel, LCPH staff members

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

Minutes from the Last Regular Meeting on August 9, 2023

#2023-81

The Vice President requested a review of the August 2023 regular meeting minutes. Mr. Eschtruth moved to approve the minutes. Mrs. Hedberg seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Financial Report

#2023-82

Mrs. Michelle Crossan provided the financial update. LCPH collected 67% of its budgeted revenue and spent 54% of the appropriated expense budget to date. Mrs. McIntosh-Pharms moved to approve the financial report. Mrs. Santiago seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Proposed Community Health Service Fees - 3rd Reading

#2023-83

Mr. Mark Adams gave an overview of the proposed Community Health service fees. Mr. Stannard moved to approve the third reading of the proposed Community Health service fees. Mrs. Santiago seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed.

Adoption of Community Health Service Fees

#2023-90

Mr. Eschtruth moved to adopt the Community Health service fees. Mrs. McIntosh-Pharms seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed.

Amendment to Agenda to Include Approval of a Hearing Officer

#2023-91

Mrs. McIntosh-Pharms moved to amend the agenda to include the approval of a hearing officer for nuisance hearings. Mrs. Santiago seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Pay Scale Adjustment - Intern Pay Increase

#2023-84

Mr. Adams provided information on changing the intern pay from \$11.00/hour to \$15.00/hour. The Board of Health engaged in discussion. Mr. Stannard moved to approve the pay scale adjustment - intern pay increase to \$15.00/hour effective 9/25/2023. Mrs. Santiago seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed.

Personnel

#2023-85

Mrs. Hedberg moved to approve the following personnel actions:

- Appointments:
 - o Stephanie Mangan, RN, BSN, Public School Nurse - Avon High School - DOH 8/21/23
 - o Alicia Taylor, RN Public School Nurse - Avon Heritage - DOH 8/21/23
 - o Gabrielle Laboy, Clinic Health Aide Public School - DOH 8/21/23
 - o Sarah Bowers, WIC Clinic Dietician - DOH 8/28/23
- Resignations:
 - o Eliza Mrugacz, Summer Intern-EH - 8/11/23
 - o Cindy Gorczyca, RN, Public Health Nurse - EPI 8/18/23
 - o Katie Pentito, RN, Public Health Nurse - Drug Overdose Prevention Specialist - 8/18/23
- Separation:
 - o Allana Boone - WIC Clinic Dietician - 8/9/23

Mr. Eschtruth seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed.

Agreements, Contracts, and MOUs

#2023-86

Mr. Adams reviewed the list of agreements, contracts, and MOUs. The Prosecutor's Office, Family First Council, Rising Titans, Lamar, KEY, and Heart and Sole documents were ready for approval. Mr. Stannard moved to approve the mentioned documents. Mrs. Hedberg seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed.

Out-of-County Travel Requests

#2023-87

Mrs. Santiago moved to approve the out-of-county travel requests. Mr. Eschtruth seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Legal Services' Report

#2023-88

Mr. Chris Pyanowski had no report.

Health Commissioner Report

#2023-89

Mr. Adams gave an overview of the nuisance hearings that were held at LCPH on 9/13/2023, including the reasoning behind hearings and the need for a hearing officer. He shared the slide presentation that was part of the hearing, which included prior actions/communications taken by LCPH.

Approval of a Hearing Officer

#2023-92

Mrs. Santiago moved to approve Dr. Schroll as the hearing officer for nuisance hearings. Mr. Stannard seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Mr. Stannard moved to approve the Health Commissioner's Report. Mr. Eschtruth seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Comments

None

Executive Session - Employee Compensation

#2023-93

Mrs. Santiago moved to go into executive session to discuss employee compensation. Mr. Eschtruth seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed, and the Board of Health went into executive session at 6:46 p.m.

It was discovered that the session discussion needed to be changed to employee discipline. Mr. Eschtruth moved to end the executive session. Mr. Stannard seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed, and executive session ended at 6:47 p.m.

Executive Session - Employee Discipline

#2023-94

Mr. Stannard moved to go into executive session to discuss employee discipline. Mr. Eschtruth seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed, and the Board of Health went into executive session at 6:47 p.m.

After the discussion, Mrs. Santiago moved to end executive session. Mrs. McIntosh Pharms seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed, and executive session ended at 6:52 p.m.

The regular session of the LCPH Board of Health resumed following executive sessions.

Termination of Avon Local School District's School Health Services Contract

#2023-95

Mr. Adams discussed the need to terminate the Avon Local School District's school health services contract due to nursing shortages. Avon's contract had the largest number of school nurses and was the most difficult to maintain staffing at the various schools. The Board of Health understood the reasoning, and there was discussion on other industries also facing staffing shortages. Mr. Stannard moved to terminate the school health services contract for the Avon Local School District. Mrs. McIntosh-Pharms seconded the motion. Upon roll call, all members voting aye, the Vice President declared the motion passed.

There being no further business to discuss, Mr. Stannard moved to adjourn. Mrs. McIntosh Pharms seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed, and the meeting adjourned at 6:59 p.m.

Attest:

President:

Patricia Schroll

Secretary:

M. A. Cole, R.N.P.H.

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