

LORAIN COUNTY PUBLIC HEALTH BOARD OF HEALTH

Meeting Minutes for April 10, 2024

Present:

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

Guests:

Legal Counsel, LCPH staff members, Medical Director

The Vice President called the meeting to order at 6:00 p.m. Board member introductions were done to welcome Mr. Tyrone Wicks. Mr. Wicks represents the cities of Amherst and Oberlin and fills the vacant seat that was previously held by Mr. Ed von Hofen.

Minutes from the Last Regular Meeting on March 13, 2024

#2024-34

The Vice President requested a review of the March 2024 regular meeting minutes. Mr. Stannard moved to approve the minutes. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Financial Report

#2024-35

Mrs. Michelle Crossan provided the financial update. LCPH collected 46% of its budgeted revenue. LCPH spent 22% of the appropriated expense budget in 2024. Mrs. Santiago moved to approve the financial report. Mrs. McIntosh-Pharms seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

LCPH Budget Recertification

#2024-36

Mrs. Crossan gave an overview of the budget recertification. Mr. Wicks moved to approve the Budget Recertification. Mrs. Hedberg seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Disposal of Unserviceable Assets

#2024-37

Mr. Mark Adams provided an overview of the history and policy regarding the disposal of unserviceable items. He also added another item that was not listed on the original list, which was a laptop used by a nurse who is retiring this month. Mrs. Crossan answered a few questions from Board members. Dr. Lockhart moved to approve the disposal of unserviceable assets including the laptop. Mrs. Hedberg seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Personnel

#2024-38

Mr. Stannard moved to approve the following personnel actions:

- Retirements

- o Sandra Nieves Rivera, Community Health, Public Health Nurse, effective April 26, 2024
- o Leslie Mead, WIC, Clinic Health Aide, effective April 26, 2024

- Promotion

- o Kathy Welch, WIC, Receptionist promoted to Administrative Support, effective April 8, 2024

Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Agreements, Contracts, and MOUs

#2024-39

Mr. Adams reviewed the list of agreements, contracts, and MOUs. Board members had brief questions about the agreement with Summit County Health Department and Naloxone distribution, and Mr. Adams provided answers. Board members requested a column that details if we are receiving money in or paying out. Mr. Stannard moved to approve the list of agreements, contracts, and MOUs. Mr. Wicks seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Out-of-County Travel Requests

#2024-40

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

Recommendations of the Hearing Officer for April 10, 2024

#2024-41

Mr. Adams along with Mr. Juston Carpenter provided an update on the April Home Safety Program hearings, as well as recommendations for sewer tie-ins as part of the Residential Sewage Program. Pictures of the properties, LCPH actions prior to the hearing, and hearing officer recommendations were shared. There were several questions and concerns from Board members. After a lengthy discussion, it was decided that there should be standard guidelines on how long each case should have to complete recommendations approved by the Board. Mr. Stannard moved to approve the recommendations of the hearing officer. Mrs. McIntosh-Pharms seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Legal Services' Report

#2024-42

Ms. Christine Mendoza had no report.

Health Commissioner's Report

#2024-43

In place of Mr. Adams' report, he asked that department directors and supervisors provide an update on their programs and activities. Mr. Greg Putka, Director of Environmental Health, gave an update on the Operation and Maintenance Program. Mrs. Erin Murphy, Director of Population Health, provided an overview of Safe Streets for All. Mrs. Marissa Wayner, Director of WIC, provided an update on their caseload and several projects, including a new location for the Lorain WIC clinic. Mrs. Deborah Chavez, Director of Administrative Services, provided an update on several projects, including the electronic purchase order system, a new HR and time tracking system, improved grant collaboration, and google tracking sheets.

Election of Board Officers

#2024-44

Mrs. Santiago moved to open nominations for the election of the Board of Health President and Vice President. Mr. Wicks seconded the motion. Upon voice vote, all members voting aye, the Vice President declared the motion passed.

Dr. Schrull nominated Mr. Stannard for President. Mrs. McIntosh-Pharms nominated Mr. McNamara for President. There were no further nominations for President, nominations were closed.

Mrs. Santiago nominated Dr. Schrull for Vice President. There were no further nominations for Vice President, and nominations were closed.

Mr. Adams conducted a roll for the election of the Board of Health President. Upon roll call, the following members voted aye - Mr. Eschtruth, Mr. Wicks, Dr. Schrull, Mrs. Hedberg, Dr. Lockhart, and Mrs. Santiago - and the following member voted nay - Mrs. McIntosh-Pharms. Receiving the majority of the votes, Mr. Stannard was elected Board of Health President.

Being the only nomination, Mr. Adams conducted a voice vote for the election of Board of Health Vice President. Upon voice vote, all members voting aye, Dr. Schrull retained her position as Vice President.

Comments

There being no further business to discuss, Mrs. Santiago 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 7:50 p.m.

Attest:

President:

Patricia Schrull

Secretary:

Mrs. Cole R. MPI