

LORAIN COUNTY PUBLIC HEALTH BOARD OF HEALTH

Meeting Minutes for December 13, 2023

Present:

Prefix	Name and Credentials	Position
Mr.	Edward X. McNamara	President
Dr.	Patricia Schrull, DNP, RN	Vice President
Dr.	Grant Comnick	Member
Mr.	Thomas G. Eschtruth	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

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

Minutes from the Last Regular Meeting on November 8, 2023

#2023-122

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

Financial Report

#2023-123

Mrs. Michelle Crossan provided the financial update. LCPH collected 82% of its budgeted revenue and spent 78% of the appropriated expense budget to date. Mrs. Crossan explained that vaccine expenses were high, as well as health insurance costs. There was also mention of a van being purchased for the agency. Mr. Stannard moved to approve the financial report. Mrs. McIntosh-Pharms seconded the motion. Upon voice vote, all members voting aye, President declared the motion passed.

Budget Recertification

#2023-124

Mrs. Deborah Chavez provided an overview of the budget recertification which included a reduction in revenue and expenses because partners did not make full use of available grant funding. Dr. Schrull moved to approve the budget recertification. Mrs. Hedberg seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Staff Salaries

#2023-125

Mr. Mark Adams gave an overview with the recommendation of a 2% increase for staff. Discussion followed on other possible options and why 2% was a good number. After Mr. Adam's explanation, the Board agreed with the recommendation. Mr. Eschtruth moved to approve the increase in staff salaries by 2% in 2024 effective January 1, 2024. Mr. Stannard seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Proposed 2024 Food Service Fees - 3rd Reading**#2023-126**

Mr. Adams gave an overview of the proposed food service fees for 2024. There was a public hearing on 11/28/23 with 2 members of the public in attendance. Dr. Lockhart moved to approve the 3rd reading of the proposed 2024 food service fees. Mr. Eschtruth seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Adoption of 2024 Food Service Fees**#2023-127**

Dr. Schrull moved to approve the adoption of the 2024 food service fees. Dr. Lockhart seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Personnel**#2023-128**

Dr. Schrull moved to approve the following personnel actions:

Personnel

- Appointments:
 - Mackenzie Foster, RN, BSN Public Health Nurse (Substance Abuse and Overdose Prevention Specialist), effective 11/28/2023
 - Kathryn (Katie) Dubois, RN Public Health Nurse (Children with Mental Handicaps,) effective 12/4/2023
- Promotion:
 - Greg Putka from Environmental Health Supervisor to Director of Environmental Health, effective 11/20/2023
 - Sydney Collier, Environmental Health Intern to Environmental Health Specialist in Training (EHSIT) effective 12/4/2023

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

Agreements, Contracts, and MOUs**#2023-129**

Mr. Adams reviewed the list of agreements, contracts, and MOUs. Mrs. Santiago moved to approve the list. Mr. Stannard seconded the motion. Upon roll call, all members voting aye, the President declared the motion passed.

Out-of-County Travel Requests**#2023-130**

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 December 13, 2023**#2023-131**

Mr. Adams and Dr. Schrull gave an overview of the December home safety program hearings. Pictures of the properties, LCPH actions prior to the hearing, and hearing officer recommendations were shared. Board members expressed interest in having a list of those properties and pictures included in the board packets prior to the meetings. Mr. Stannard moved to approve and amend the agenda date to 12/13/23 for the recommendations of the hearing officer. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Legal Services' Report**#2023-132**

Mr. Chris Pyanowski announced that he is resigning his position with the county and that this would be his last board meeting. He thanked the board members for the opportunity to work for the district. Mr. Pyanowski

also introduced APA Christine Mendoza and APA Leigh Prugh, both with the Prosecutor's Office, who may be his replacements. Mr. Eschtruth moved to approve the Legal Services' report. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed.

Education Session - Impacting Infant Vitality

Juan Schwartzman, epidemiologist, and Danielle Benham, neighborhood navigator, gave a presentation on Infant Vitality through Ohio Equity Institute and Neighborhood Navigation. Presentation began at 6:27 pm and ended at 6:46 pm.

Consideration of Legal Services Contract

#2023-133

Mr. Adams stated that the current contract signed in 2019 was for 2018 through 2022 and covered a portion of legal's salary. Mr. Adams noted that when LCPH began paying for services in the 1990s, there was a need for more time to be spent on court cases and that an Ohio Attorney General's Opinion allowed for the use of solid waste funds received by the health district to be used to hire legal counsel. The current role of the Prosecutor's Office and their involvement with LCPH has changed. A contract with the Prosecutor's Office itself instead of an individual has been drafted and is under review. Board members discussed the legal needs of the LCPH and engaged in discussion. Dr. Cornick moved to table the contract. Dr. Lockhart seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed, and the contract was tabled.

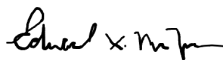
Comments

Mrs. Jill Lis, Director of Emergency Preparedness and Epidemiology, shared information on an upcoming WENS test for LCPH staff and Board members. This test will now happen quarterly. Mrs. Erin Murphy, Director of Health Promotion and Chronic Disease Prevention, gave a reminder of the annual Mix Off event happening at LCCC on 12/14/23.

There being no further business to discuss, Dr. Lockhart moved to adjourn. Dr. Schroll seconded the motion. Upon voice vote, all members voting aye, the President declared the motion passed, and the meeting adjourned at 7:11 p.m.

Attest:

President:



Secretary:



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File name	2 December 2023 L...ealth Minutes.pdf
Document ID	64dc5de32b7c4011eeaf71522812d7b793bfd59a
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



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