



The Ashtabula County Board of Health met in regular session in the basement meeting room of the Ashtabula County Health Department, 12 West Jefferson Street, Jefferson, Ohio, on the above date at 6:00 P.M.

Answering roll call were:	Paul E. Thompson	“Yea”
	Kathleen E. Arilson	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

A quorum being present, the meeting was called to order by the President, Paul E. Thompson.

Dr. Wayne Kawalek, Medical Director, attended the meeting.

Allie Peterson, PHEP Coordinator/Epidemiologist, and David Shumate, Director of Nursing, were present. Matthew Hebebrand, Assistant Prosecutor, Ashtabula County Prosecutor’s office also attended the meeting.

The motion was made by Paul Thompson and seconded by Bryce Heinbaugh to amend the minutes of the regular meeting of the Board of Health which was held on September 21, 2022. Rebecca Robinson noted that the Environmental Portion of the meeting was completed prior to the Executive Session. Dr. Waid noted that Mr. Thompson declared the board to be in open session before voted actions that followed were made.

Roll Call: The five members present voted “Yea” to amend the September 21, 2022, minutes and the MOTION CARRIED.

The bills for the month of October 2022 and the salaries for the past month were read.

The motion was made by Dr. Harlan Waid Jr. and seconded by Kathleen E. Arilson that the bills and salaries be paid as read.

Roll Call: The five members present voted “Yea” and the MOTION CARRIED.

A motion was made by Rebecca Robinson and seconded by Dr. Harlan Waid Jr. that the Ashtabula County Board of Health approve the following travel requests and expenses to be paid for the same.

Jay Becker, Health Commissioner, to approve any out of district and/or any out of county travel for the Ashtabula County Health Department employees that he deems necessary and/or important to the Health Department during the following month, and that employee expenses be paid for such travel.

Jay Becker, Health Commissioner, to attend any out of district meeting and/or any other out of county travel that he deems necessary and/or important to the Health Department during the following month, and that his expenses be paid for such travel.

Roll Call:	Paul E. Thompson	“Yea”
	Kathleen E. Arilson	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

The motion carried.

The Board then reviewed the work summaries for the month of September 2022 for the registered environmental health specialists, plumbing inspectors, and nurses.

The Board then reviewed the monthly nursing report for the month of September 2022 submitted by David Shumate, Director of Nursing. (Report attached).

- a. Epidemiology Report
- b. COVID Report
- c. Nursing Department Activities
- d. Well Child Clinic

Assistant Ashtabula County Prosecutor, Matthew Hebebrand discussed the Bureau of Workers Compensation charges from the County Commissioners with the Board of Health Members. The Board ordered Mr. Hebebrand to address the source of the Bureau of Workers Compensation charges which would include fixing the icy courthouse steps. Mr. Hebebrand indicated that he would take this issue to the County Commissioners.

David Shumate, Director of Nursing, presented The Remote Work Agreement to Board of Health Members. The Hybrid Work Arrangement Policy that was emailed to Board of Health Members will be discussed at the next board of health meeting.

Liability Insurance for Kathleen Shontz, Nurse Practitioner (N.P.): The application approval and price quote is pending from Altor Liability Insurance Services for the Medical Professional Liability Insurance for Kathleen Shontz, N.P. to be added to the existing policy with Dr. Kawalek, Medical Director, of the Ashtabula County Health Department.

A motion was made by Bryce Heinbaugh and seconded by Dr. Harlan Waid Jr. to bind policy coverage for Kathleen Shontz, Nurse Practitioner, if the premium is \$2500.00 or less per year with Altor Liability Insurance Services.

Roll Call:	Paul E. Thompson	“Yea”
	Kathleen E. Arilson	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

The motion carried.

Old Business: Presented by Randall Barnes, Director of Environmental Health

Board of Health Order Updates (report attached)

The Ashtabula County Health Department Licensing Council Meeting was October 5, 2022, regarding the proposed food service price increases for 2023 submitted to the Licensing Council for approval. The next step will be an open hearing on November 9, 2022.

New Business: Presented by Randall Barnes, Director of Environmental Health.

The board examined a solid waste complaint pertaining to the property located at 716 W. Main Avenue, Geneva City, owned by Mark and Amy Thompson, 716 W. Main St., Geneva, Ohio 44041.

Inspections completed on September 29, 2022, October 3, 2022, and October 6, 2022, revealed the presence of open dumpsters, solid waste including a boat, miscellaneous garbage, cut down trees and tall grass that has accumulated on the property. The solid waste must be removed and disposed of in a licensed landfill. The improper disposal of solid waste is a public health nuisance and violates Ohio Solid Waste Disposal Regulations.

The presence of miscellaneous debris and waste on the property will contribute to a rodent infestation and a mosquito public health nuisance. Debris can collect water and allow mosquitoes to breed. Mosquitoes can transmit West Nile Virus and Encephalitis.

In view of these violations, a motion was made by Dr. Harlan Waid Jr. and seconded by Kathleen E. Arilson that the Ashtabula County Board of Health order Mark and Amy Thompson to: (1) remove and dispose of all solid waste at a licensed landfill by November 8, 2022; (2) submit receipts from a licensed landfill to confirm proper disposal of solid waste on or by November 8, 2022; (3) submit proof to the Ashtabula County Health Department by November 8, 2022 that there is weekly trash service for this property.

Roll Call:	Paul E. Thompson	“Yea”
	Kathleen E. Arilson	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

The motion carried.

A motion was made by Kathleen E. Arilson and seconded by Rebecca Robinson that the Ashtabula County Board of Health accept the resignation of part time employee Danielle Cook effective September 28, 2022.

Roll Call:	Paul E. Thompson	“Yea”
	Kathleen E. Arilson	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

The motion carried.

Interviews are currently being held for a full-time clerk to take the position vacated by Danielle Cook.

A motion was made by Dr. Harlan Waid Jr. and seconded by Kathleen E. Arilson that the Ashtabula County Board of Health approve the hiring of Ben Lynch as full-time plumbing inspector effective October 4, 2022.

Roll Call:	Paul E. Thompson	“Yea”
	Kathleen E. Arilson	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

The motion carried.

Administrative Report:

1. Accreditation Updates
2. CHIP (Community Health Improvement Plan) will be completed by January 1 or sooner.
3. Electronic Sign Status – Lack of supplies has delayed this project.
4. November meeting – the Budget for 2023 to be discussed.

Dr. Wayne Kawalek, M.D. entered into an Agreement with the Board of Health of the Ashtabula County Combined Health District to serve as a part-time Medical Director for the Ashtabula Health Department. Dr. Kawalek, a licensed physician, shall provide medical direction to the Staff of the Ashtabula County Health Department and advise the department in matters of Medical Policy beginning September 1, 2022 and ending September 1, 2023.

The agreement may be cancelled by either party after a written notice of thirty days in advance of the date of said cancellation or may be cancelled by mutual agreement.

The Agreement was signed by Paul E. Thompson, President and Dr. Wayne Kawalek, M.D. in the presence of Jay Becker, Health Commissioner, and Kimberly Marcy, Administrator.

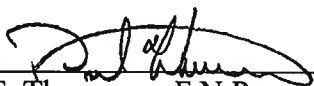
The motion was made by Dr. Harlan Waid Jr., and seconded by Kathleen E. Arilson to adjourn the meeting since there was no further business at hand.

Roll Call:	Paul E. Thompson	“Yea”
	Kathleen E. Arilson	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

The motion carried unanimously.

The next meeting of the Board of Health will be November 9, 2022, at 6:00 p.m.

The meeting adjourned.

  
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 Paul E. Thompson, F.N.P.  
 President

  
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 Jay Becker, M.P.H.  
 Secretary