



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:	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Paul E. Thompson	“Yea”
	Bryce Heinbaugh	“Yea”
	Duane Marcy	“Yea”

A quorum being present, the meeting was called to order by the President, Dr. Harlan Waid Jr.

Dr. Wayne Kawalek, Medical Director, attended the meeting

The motion was made by Bryce Heinbaugh and seconded by Rebecca Robinson to dispense with the reading of the minutes of the regular meeting of the Board of Health which was held on May 10, 2023. Since the minutes were reviewed by the Board Members, and there were no alterations or corrections, the minutes are approved as recorded.

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

The motion carried.

The motion was made by Paul E. Thompson and seconded by Bryce Heinbaugh that the bills and salaries be paid as read and also to approve travel for staff for June 2023.

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

The motion carried.

The Board then reviewed the work summaries for the month of May 2023 for the registered environmental health specialists, plumbing inspectors, and nurses.

Updated Strategic Plan 1st reading – The Ashtabula County Health Department Strategic Plan update for the current CHA/CHIP cycle 2023-2026 was presented by Jennifer Cleveland, Director of Quality & Performance.

The Board then reviewed the monthly nursing report for the month of May 2023 submitted by David Shumate B.S.N., R.N., Director of Nursing.

- a. Epidemiology Report
- b. Northeast Ohio Pertussis Outbreak Report
- c. Nursing Department Activities
- d. Well Child Clinic

Old Business: Randall Barnes, R.E.H.S., Director of Environmental Health

- a. Board of Health Order Updates: Submitted by Randall Barnes, Director of Environmental Health
- b. Ashtabula County Board of Health Bylaws Draft-2nd reading.
The board would like to see the topics of attendance and personnel policy manual sent to the Prosecutor’s Office. No sections of the ORC reference these topics, so there is hesitancy to instate them – confirmation or rejection from the Prosecutor’s Office is desired. The board would also like to see “reviewing financial information” added to the list of member duties.

A motion was made by Bryce Heinbaugh and seconded by Paul E. Thompson to table the Ashtabula County Board of Health bylaws.

Bryce Heinbaugh	“Yea”
Duane Marcy	“Yea”
Dr. Harlan Waid Jr.	“Yea”
Rebecca Robinson	“Yea”
Paul E. Thompson	“Yea”

The motion carried.

- c. A motion was made by Rebecca Robinson and seconded by Bryce Heinbaugh to approve the Board of Health members email account, drop box with laptop.

Duane Marcy	“Yea”
Dr. Harlan Waid Jr.	“Yea”
Rebecca Robinson	“Yea”
Paul E. Thompson	“Yea”
Bryce Heinbaugh	“Yea”

The motion carried.

- d. Updated Anti-Discrimination Section 8.3 Policy for the Ashtabula County Health Department – 2nd reading.
This policy was approved at last month’s meeting. Personnel Policy updates do not need two readings.

- e. The entire Board was advised that a meeting between the Ashtabula County Prosecutor’s Office and the Ashtabula County Health Department was held on May 23, 2023, at 1pm to discuss board order procedures, Bureau of Worker’s Compensation, and lines of communication moving forward.

New Business

The board examined a variance request from property owner Nicholas P. Megyesi, 1759 Lenox New Lyme Rd. Jefferson, Ohio 44047, pertaining to his property located on Lenox New Lyme Rd., Lenox Township. Mr. Megyesi proposes to combine 3 lots into one buildable lot with 360 feet of road frontage and 1.776 acres. Total acres for a buildable lot in Ashtabula County usually consist of 2 acres, room for a septic and well if needed. Although the lot does not meet the 2 acre requirement, the board felt that combining the lots was the best solution.

After reviewing the case, a motion was made by Paul E. Thompson and seconded by Rebecca Robinson that the Ashtabula County Board of Health approve the variance request.

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

The motion carried.

Paul E. Thompson is stepping down as an Ashtabula County Board of Health Member after 40 years of service. Paul’s experience, knowledge and support to the Ashtabula County Health Department cannot be replaced and will be missed.

Either a Special District Advisory Council Meeting should be scheduled within the next 30 days to fill the unexpired term of Paul E. Thompson (2026) or the Licensing Council should be convened. Nomination forms for any qualified candidate would be sent to the District Advisory Council Chairperson, Allen Slater or the Chair of the Licensing Council. The board would like Jay Becker, Health Commissioner, or Allie Maraffi, Administrator, to send ORC 3709.41 to the Prosecutor’s Office for review. The board would like to have clarification on which body should appoint a new board member.

The board would also like to invite Ian Elliott, Health Educator, to the first meeting after the new board member is elected, to give a presentation on the Ashtabula County Health Department’s harm reduction efforts.

Financial Health June 2023

- a. Current Reports-Cross Fund Report for June 2022 and June 2023
- b. Budget Performance Report for 2023
- c. July 2023 – will receive final tax payment from Ashtabula County Auditor - \$397,500.00
- d. Public Health Emergency Preparedness Grant - \$86,425.00
- e. Get Vaccinated Ohio Grant - \$48,167.00
- f. Harm Reduction Grant - \$80,000.00

- g. Enhanced Operations Grant – Waiting for total grant award
- h. Work Force Development Grant – \$435,000.00 plus \$10,000.00 for equity trainings.

Additional Grants that the Ashtabula County Health Department will apply for funding:

- Tuberculosis Grant
- Maternal Child Health Grant

Open Forum – Public Comment

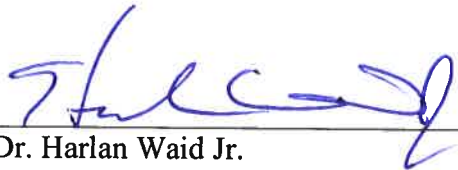
The next meeting of the Board of Health will be July 12, 2023, at 6:00 p.m.

The motion was made by Bryce Heinbaugh and seconded by Rebecca Robinson to adjourn the meeting since there was no further business at hand.


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

The motion carried unanimously.

The meeting adjourned.



 Dr. Harlan Waid Jr.
 President



 Jay Becker, M.P.H.
 Secretary