



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.

Roll Call:	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Paul E. Thompson	“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, and Michael Angiolelli attended the meeting.

The motion was made by Paul Thompson 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 April 12, 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 Thompson	“Yea”
	Duane Marcy	“Yea”

The motion carried.

A motion was made by Paul Thompson and seconded by Rebecca Robinson that the Ashtabula County Board of Health approve the bills and salaries to be paid as read for the month of May 2023, and approve staff travel requests for May 2023

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

The motion carried.

Board member Bryce Heinbaugh arrived for the meeting at 6:03 p.m.

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

The Board then reviewed the monthly nursing report for the month of April 2023 submitted by David Shumate, Director of Nursing. (report attached).

- a. Epidemiology Report
Discussion surrounding tri-county pertussis outbreak (~60 cases). Increased vaccine clinics in SW area of county. Dr. Harlan Waid Jr. is willing to talk to the state about Ashtabula stepping in to assist Geauga County. All looking for more support from the state.
- b. COVID/Flu/RSV Report
- c. Nursing Department Activities
- d. Well Child Clinic
- e. Conference April 24, 25, and 26

Old Business: Randall Barnes, REHS Environmental Director

- a. Board of Health Order Updates (report from Randall Barnes, Environmental Health Director)
- b. Ashtabula County Board of Health Bylaws Draft 1st Reading.
Seeking changes to include: Appendix A removal-unnecessary; change verbiage from 5 years to 'remaining term' (article 2, paragraph a); article 8 amendments proposed at any meeting, then voted on during second reading; define/remove "excused" absences/good cause; clarification on CEU requirements.
- c. BWC charges to the Ashtabula County Health Department – Invoice for \$31,736.00
Discussed with Michael Angiolelli - he will be looking into this staff person's case to see why the settlement was charged as BWC and not to liability insurance.

New Business

- a. Health Departments of Ashtabula County (HDAC) Communications Plan – Public Health Emergency Preparedness Coordinator, Libby Holden, will present her progress to the Ashtabula County Board of Health.

The board examined a variance request pertaining to the property located at 6951 Windsor Rd., Windsor Township, owned by John L. Yoder and Norman J. Yoder, 6951 S. Windsor Rd., Windsor, Ohio 44099.

Mr. Norman J. Yoder and John L. Yoder requested to create two lots with less than the required 200 feet of road frontage to build new homesite. One lot would be the required 200 feet of frontage, but the 2nd lot would only have 75 feet of frontage. The Ashtabula County Board of Health requires all lots in Ashtabula County after 2007 have at least 200 feet of road frontage with at least 2 acres of property for each dwelling with a septic system.

After careful review of the proposed lot split, a motion was made by Paul Thompson and seconded by Duane Marcy that the Ashtabula County Board of Health deny the variance request.

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

The motion carried.

The board examined a solid waste disposal complaint pertaining to the property located at 4031 South Ridge Road, Ashtabula Township, owned by Helen Hollback c/o Anita Hollback, 3126 Ridgewood Avenue, Ashtabula, Ohio 44004.

Inspections of the property revealed the presence of an accumulation of solid waste in the yard. This 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.

In view of these violations, a motion was made by Paul Thompson and seconded by Rebecca Robinson, that the Ashtabula County Board of Health order Helen and Anita Hollback to: (1) remove and dispose of all solid waste at a licensed landfill by June 5, 2023; (2) submit receipts from a licensed landfill to confirm proper disposal of solid waste by June 5, 2023; (3) submit proof that there is weekly trash service for this address to the Ashtabula County Health Department by June 5 2023.

Failure to comply with this order will result in the matter being referred to the Ashtabula County Prosecutor’s Office for enforcement action.

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

The motion carried.

A motion was made by Paul Thompson and seconded by Rebecca Robinson that the Ashtabula County Board of Health adjourn into Executive Session to discuss confidential personnel matter. (Jay Becker, Dave Shumate, Allie Peterson, and Michael Angiolelli asked to stay for session)

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

The motion carried.

A motion was made by Paul Thompson and seconded by Duane Marcy that the Ashtabula County Board of Health approve the following Policies.

- b. New Drug & Alcohol Testing Policy for ACHD Staff 2nd reading
- c. New Vacation Policy 2nd reading
- d. Update Section 8.2 Harassment and Discipline Policy
- e. Update Appendix K Employment Signature Page Harassment Policy
- f. Update Anti-Discrimination Section 8.3 Policy for the Ashtabula County Health Department 1st reading

Roll Call:

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

The motion carried

Financial Health May 2023

- a. Current Reports – Cross Fund Report for May 2022 and May 2023
- b. Budget Performance Report available for the Board for 2023
- c. Fee increases currently
- d. Grant Funding
 - \$80,000 Naloxone Supplemental – will allow ACHD to implement harm reduction strategies such as a needle and syringe exchange program.
 - Workforce Development – submitted grant \$430,000 over the next 4 years which will allow ACHD to hire a fulltime Public Information/Web designer to concentrate on messaging to promote ACHD’s programs via website, Facebook, Instagram, phone system, billboards, etc.
 - COVID Enhanced Operations – submitted grant
 - a. Grant will pay \$13,000 to replace and upgrade our server
 - b. Grant will pay \$10,000 for the development of a notification app that would be available to Ashtabula County residents. Will pay \$5400 annual maintenance fee for a total of \$15,400.
 - Additional Grants to submit in 2023
 - Tuberculosis Grant
 - Maternal Child Health Grant

Open Forum (Public Comment)

Begin using MS Team to share documents, chat and video call; board emails/devices-concerns with county use on private devices. Will meet with legal and IT & will provide updates.

The next meeting of the Board of Health will be June 14, 2023, at 6:00 p.m.

The motion was made by Paul Thompson and seconded by Duane Marcy to adjourn the meeting since there was no further business at hand.

Roll Call:

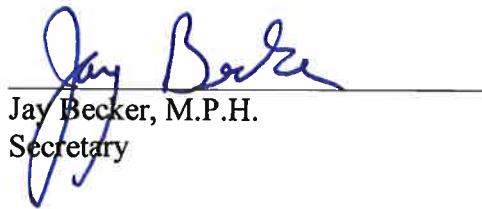
Dr. Harlan Waid Jr.	"Yea"
Rebecca Robinson	"Yea"
Paul E. Thompson	"Yea"
Bryce Heinbaugh	"Yea"
Duane Marcy	"Yea"

The motion carried.

The meeting adjourned.



Dr. Harlan Waid Jr.
President



Jay Becker, M.P.H.
Secretary