



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”
	Bryce Heinbaugh	“Yea”
	Duane Marcy	“Yea”

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

Dr. Wayne Kawalek, Medical Director, attended the meeting. Christopher Fortunato, Ashtabula County Prosecutor’s Office, was also in attendance at 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 June 14, 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”
	Bryce Heinbaugh	“Yea”
	Duane Marcy	“Yea”

The motion carried.

The bills for the month of July/August 2023, salaries, and staff travel were read. The motion was made by Rebecca Robinson and seconded by Bryce Heinbaugh that the bills and salaries be paid as read and to approve the following travel requests and expenses to be paid for the same.

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

The motion carried.

Jay Becker to attend the 2023 Rural Health Conference in Ada, Ohio on August 3rd & 4th, registration is \$300, Hotel, mileage and food total cost will be \$750

Darlene Dyer/April Tredway to attend the mandatory Train the Trainer for Mobies and Ties on July 25, required for the Get Vaccinated Ohio Grant, training supported with funding by the GVO grant approximate cost is \$500 which includes mileage, meals, and lodging.

Lori Johnston/April Tredway to attend mandatory Get Vaccinated Ohio Training for IQIP (Immunization Quality Improvement Provider) at the State Library in Columbus Ohio on July 18 at 8:30am, training supported with funding by the GVO grant approximate cost is \$500 which includes mileage, meals, and lodging.

The Board then reviewed the work summaries for the month of June 2023 for the environmental health specialists, plumbers, and nurses.

Updated Strategic Plan - 2nd reading. The Ashtabula County Health Department Strategic Plan Update for current CHA/CHIP Quarter 2 Cycle 2022-2025 was presented by Jennifer Cleveland, Quality Improvement/Performance Management Director.

The Board then examined the nursing reports for the month of June 2023 submitted by David Shumate, Director of Nursing.

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

Old Business

Board of Health Order Updates

Submitted by Randall Barnes, Director of Environmental Health

Ashtabula County Board of Health Bylaws Draft – 3rd reading – Prosecutors Opinion

Not voted on pending further edits including adding specific policies for Board of Health Members to follow in Section 6C and adding Article 9 (replacing duplicated Article 8)

District Advisory Council (DAC) Special Meeting or Licensing Council appoint Board of Health Member.-Prosecutors Opinion

The Prosecutor believes that the licensing council should appoint a Board of Health Member, but is awaiting confirmation from the state's legal counsel. It was recommended that the Health Department move forward with the DAC Special Meeting to speed up the replacement process instead of continuing to wait on the state.

If the state approves the licensing council to appoint a Board of Health Member, the Health Department could then proceed with the licensing council appointing a Board of Health Member upon the next vacancy.

Bureau of Workers Compensation (BWC)-New letter received from the Ashtabula County Commissioners.

A motion was made by Duane Marcy and seconded by Bryce Heinbaugh to approve the BWC payment of \$30,000.00 to the Ashtabula County Commissioners.

The board requested that the Health Commissioner, Jay Becker draft a letter to be sent to the County Commissioners highlighting and encouraging lines of communication going forward to prevent a similar situation in the future. Mr. Becker will also let the commissioners know that our staff will be limited in their travels to the County Courthouse to minimize the risk to staff. In the past staff were required to make deliveries and pickup documents from various County Departments 5 days per week but that will be cut back to 3 days per week initially with the goal to eventually be only 2 days per week.

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

The motion carried.

New Business

The board examined solid waste disposal violations pertaining to the property located a 2917 Arthur Rd., Plymouth Township owned by Michelle Conner, 2917 Arthur Rd., Jefferson, Ohio 44047.

Inspections of the property revealed the presence of bags of trash and a large amount of solid waste including plastic waste materials, discarded household items, tires, plus multiple vehicles on the property. Witnesses have also seen rats. The improper disposal of solid waste is a public health nuisance and violates Ohio Solid Waste Disposal Regulations.

The presence of debris and waste on the property will contribute to a rodent infestation and a mosquito public health nuisance. The 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 Bryce Heinbaugh and seconded by Duane Marcy, that the Ashtabula County Board of Health order Michelle Connor to: (1) remove and dispose of all solid waste at a licensed landfill by August 4, 2023; (2) Submit receipts from a licensed landfill to confirm proper disposal of solid waste on or by August 4, 2023; (3) submit proof of weekly trash service for this address to the Ashtabula County Health Department by August 4, 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:	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

Duane Marcy

“Yea”

The motion carried.

The board examined a valid sewage nuisance complaint pertaining to the property located at 1852 St. Rt. 7, Richmond Township, occupied by Larry Lowe and owned by Delorise Brown, 1831 Forest Hills Ste 105, East Cleveland, Ohio 44112.

The home sewage treatment system serving this dwelling has failed and needs to be replaced or repaired.

In view of these violations, a motion was made by Bryce Heinbaugh and seconded by Rebecca Robinson that the Ashtabula County Board of Health order Mr. Lowe and Ms. Brown to: (1) repair or install an approved home sewage treatment system by August 4, 2023; (2) after the septic system is repaired or a new system is installed, contact the Ashtabula County Health Department to have the Environmental Health Specialist inspect the repair or the new system; (3) vacate this property until the system is repaired or an approved home sewage treatment system is installed.

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”
	Bryce Heinbaugh	“Yea”
	Duane Marcy	“Yea”
	Dr. Harlan Waid Jr.	“Yea”

The motion carried.

A motion was made by Duane Marcy and seconded by Rebecca Robinson that the Ashtabula County Board of Health adjourn into Executive Session to discuss a personnel matter.

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

The motion carried.

After discussion in executive session, the board was called into open session.

Financial Health July 2023

- a) Current Reports-Cross Fund Report for July 2022 and July 2023
- b) Budget Performance Report available for the Board 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) Workforce Development Grant awarded \$445,000.00 from 7/23 – 11/27

Additional Grants that ACHD will apply for funding:

- Tuberculosis Grant
- Maternal Child Health Grant

Administrative Report July 2023

- a) New laptops, drop box. Going forward, all communications will be put into the drop box. Emails will be sent to the Board of Health when items are placed in the drop box for viewing.
- b) Ohio Auditors Ashtabula County Health Department Fiscal Year Fraud Risk Assessment
- c) Website status
- d) Administrative Assistant candidates

Open Forum (Public Comment)

The next meeting of the Board of Health will be August 9, 2023, at 6 PM.

Thursday, August 31, 2023, at 7 PM. - Special Meeting of DAC at the Ashtabula County Health Department to elect Board of Health Member to fill the term of Paul E. Thompson that expires March 2026.

A motion was made by Rebecca Robinson and seconded by Duane Marcy to move the September meeting from September 13th to September 20th.

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

The motion carried.

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

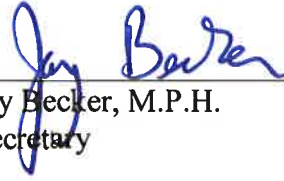
Roll Call:	Duane Marcy	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”

The motion carried unanimously.

The meeting adjourned.



Dr. Harlan Waid Jr.
President



Jay Becker, M.P.H.
Secretary