



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 the President, Dr. Harlan Waid Jr.

Dr. Wayne Kawalek, Medical Director, attended the meeting. Also in attendance were Christopher Fortunato, Assistant Prosecutor, John Dietrich, Chief Plumbing Inspector, Randall Barnes, Environmental Health Director, Libby Holdon, Epidemiologist and Emergency Preparedness Coordinator, and Shawna Pierce.

A 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 July 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”
	Bryce Heinbaugh	“Yea”
	Duane Marcy	“Yea”

The motion carried.

The bills, salaries, and staff travel for the month of August/September 2023 were read. The motion was made by Bryce Heinbaugh and seconded by Duane Marcy 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.

Board approval for Jay Becker to attend the State mandatory Fall Conference in Columbus September 13-15, 2023; cost of mileage, registration and lodging is \$843.00.

Board approval for Libby Holden to attend a mandatory Regional Tabletop exercise at Cuyahoga County Health Department on August 29, 2023; cost of mileage approximately \$87.00 paid by PHEP grant.

Board approval for Libby Holden to attend Pilates MAT Certification on September 22-23, 2023, in Chagrin Falls, Ohio. Approximate cost for program registration and mileage of \$1201.00 paid by grant and will fulfill part of the Obesity Prevention Program requirement.

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

2. Nursing Reports

The Board then reviewed the nursing report for the month of July 2023 submitted by Libby Holden, Emergency Preparedness and Epidemiology Coordinator.

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

Bryce Heinbaugh asked what substances were also in the system of the people with fatal overdoses. Do we know if other drugs are being laced with fentanyl? Would like more data. Suggested increase of education for kids. .

3. Old Business: Randall Barnes REHS, Director of Environmental Health

- a) Board of Health Order Updates (report from Randall Barnes)
- b) Ashtabula County Board of Health Bylaws Draft 4th Reading
Duane Marcy made a motion to approve Ashtabula County Board of Health Bylaws. The motion was seconded by Rebecca Robinson.

Roll Call:

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

The motion carried.

- c) District Advisory Council Special Meeting – Thursday September 7, 2023, at 7 PM at Ashtabula County Health Department to elect Board of Health Member to a seat that expires in March 2026.

4. New Business

- a. The board examined solid waste disposal violations pertaining to the property located at 2757 Pinney Topper Rd., Plymouth Township, owned by Ashley Rose Bickerstaff, 2757 Pinney Topper Rd., Jefferson, OH 44047

An inspection conducted by Matt Menzie, R.E.H.S., on August 23, 2023, confirmed that the solid waste violation has been abated and no further enforcement action is required.

- b. The board examined plumbing violations that include the installation of a complete commercial kitchen without approvals and plumbing permits obtained from the Ashtabula County Health Department pertaining to the property located at 1606 Columbus Avenue, Ashtabula City, owned by Robert Stillman, 1020 E. 16th St., Ashtabula, Ohio 44004.

All newly installed plumbing must be inspected by the Ashtabula County Health Department. Local plumbing regulations of the Ashtabula County Health Department require that a plumbing permit must be obtained prior to installing plumbing.

Shawna Pierce, renter, attended the meeting. Ms. Pierce stated that her lease agreement with Mr. Stillman states that Mr. Stillman is responsible for upgrading all plumbing and electrical work for Ms. Pierce to be compliant to run a food establishment. Board member Bryce Heinbaugh recommended that Ms. Pierce obtain legal representation regarding the lease agreement. Christopher Fortunato, Assistant Prosecutor believes that Mr. Stillman is not in compliance with the Ashtabula County Building Department and that the building department should be notified.

A motion was made by Bryce Heinbaugh and seconded by Rebecca Robinson that due to Mr. Stillman’s noncompliance with the OAC 4103 and 4101 and Chapter 3 Section 312.12 of the 2017 Ohio Plumbing Code, the Ashtabula County Board of Health order Mr. Stillman to: (1) obtain the proper commercial plumbing permit from the Ashtabula County Health Department by September 18, 2023; (2) Schedule a plumbing inspector from the Ashtabula County Health Department to inspect the plumbing work that has been completed on the property located at 1606 Columbus Avenue, Ashtabula Ohio by September 18, 2023.

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

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

The motion carried.

- c. The board examined a complaint that plumbing had been installed without a plumbing permit from the Ashtabula County Health Department pertaining to the property located at 5681 South Ridge Road, Harpersfield Township, owned by John and Mary Coblentz, 234 Lakeview Drive, Punxsutawney, PA 15767.

All newly installed plumbing must be inspected by the Ashtabula County Health Department. Local plumbing regulations of the Ashtabula County Health Department require that a plumbing permit must be obtained prior to installing plumbing.

A motion was made by Bryce Heinbaugh and seconded by Rebecca Robinson that due to John and Mary Coblentz noncompliance with the OAC 4103 and 4101 and Chapter 3 Section 312.12 of the 2017 Ohio Plumbing Code, the Ashtabula County Board of Health order John and Mary Coblentz to: (1) obtain the proper commercial plumbing permit from the Ashtabula County Health Department by September 18, 2023; (2) Schedule a plumbing inspector from the Ashtabula County Health Department to inspect the plumbing work that has been completed on the property at 5681 South Ridge Rd., Geneva, Ohio, by September 18, 2023.

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

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

The motion carried.

- d. The board examined a New World Invoice in the amount of \$2,024.69 received by the Ashtabula County Commissioners, along with the Prosecutors opinion.

A motion was made by Duane Marcy and seconded by Rebecca Robinson that the Ashtabula County Board of Health disapprove (not pay) the New World Payment of \$2024.69 to the Ashtabula County Commissioners.

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

The motion carried.

- e. The Board of Health is exploring the feasibility of the Ashtabula County Health Department attaining Federal Qualified Health Center (FQHC) status. A virtual meeting with FQHC consultant Cathy Corcella, who helped Medina County Health Department attain FQHC status is scheduled for Tuesday September 12 at 10:00 a.m. The link will be made available by email, or you can attend in person in the basement conference room.
- f. 17th Annual Obesity Summit September 21-22, 7:30 a.m. to 5:25 p.m. Attendance will be virtual format. Agenda listed separately.
 RSVP to jbecker@ashtabulacountyhealth.com.
 Day 1 - Jay’s office; Day 2 - Basement Conference Room.

5. Community Health Improvement Progress Report for August 2023.

- a. Prevent Obesity and Chronic Conditions by Promoting Nutrition and Physical Activity. Discussed new education program partnering with Buckeye Local School District.
- b. Improving access to Health Care. Discussed lack of OB care in Ashtabula County and all of the struggles that child bearing aged women face because of it.

- c. Prevent and Promote Treatment of Depression and Anxiety Across the Lifespan.

6. Financial Health August 2023.

- a. Current Reports-Cross Fund Report for August 2022 and August 2023
- b. Budget Performance Report available for the Board for 2023
- c. August 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 Operation Grant \$350,000.00
- h. Work Force Development Grant awarded \$445,000.00 from July 2023 to November 2027

Additional Grants that ACHD will apply for funding:

- Tuberculosis Grant
- Maternal Child Health Grant

Discussed how the Ohio Department of Health (ODH) Grants work, with all of the requirements and justifications needed for funding. Allie Maraffi brought up audit findings from the previous year because she is working on the audit for this year. This year's audit should be completed soon as the Auditor's last scheduled day in the office is August 24, 2023. ACHD is still waiting for ODH to post solicitations for the Tuberculosis and Maternal Child Health Grants, as they should have been started by now, but the state is very far behind. Reviewed the budget for the Workforce Development Grant.

7. Administrative Report August 2023

- a. Ohio Auditors Ashtabula County Health Department Fiscal Year Fraud Risk Assessment.
- b. Administrative Assistant and Health Educator candidates.
- c. Ashtabula County Board of Health candidates – Forward to Allen Slater, Chairperson for the Ashtabula County District Advisory Council. charliesap160@yahoo.com or call 440-669-9741.

8. Executive Session for Personnel Situation

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

Roll Call:

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

The motion carried

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

A motion was made by Duane Marcy and seconded by Rebecca Robinson that the Ashtabula County Board of Health approve the paternity leave for Benjamin Lynch October 1, 2023 to November 1, 2023.

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

The motion carried

Ohio Rural Health Conference

August 3 & 4, 2023 at Ohio Northern University – Jay Becker

- Workforce Ideas
- FQHC (Federally Qualified Healthcare)-Collaboration
- Telehealth
- HRSA Grants

10. Open Forum (Public Comment)

11. Next meeting

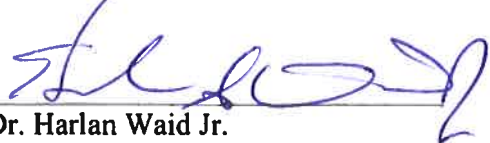
The next meeting of the Board of Health will be September 20, 2023, at 6:00 p.m.

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

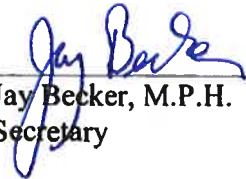
Roll Call:	Rebecca Robinson	“Yea”
	Bryce Heinbaugh	“Yea”
	Duane Marcy	“Yea”
	Dr. Harlan Waid Jr.	“Yea”

The motion carried unanimously.

The meeting adjourned.



 Dr. Harlan Waid Jr.
 President



 Jay Becker, M.P.H.
 Secretary