



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”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”

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

Christopher Fortunato, Assistant Prosecutor was present. Dr. Wayne Kawalek, Medical Director, was absent.

A motion was made by Duane Marcy and seconded by Robert Russell to accept the resignation of Ashtabula County Board of Health Member Bryce Heinbaugh, submitted December 11, 2023.

Roll Call:	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”

The motion carried.

The motion was made by Rebecca Robinson and seconded by Robert Russell to dispense with the reading of the minutes of the regular meeting of the Board of Health which was held on November 8, 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:	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Dr. Harlan Waid Jr.	“Yea”

The motion carried.

The motion was made by Duane Marcy and seconded by Rebecca Robinson that the bills and salaries be paid and to approve travel requests for staff for the month of December and expenses to be paid for the same.

Roll Call:	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Dr. Harlan Waid Jr.	“Yea”

Rebecca Robinson

"Yea"

The motion carried.

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

Open Forum (Public Participation)

Nursing Reports: Dave Shumate, BSN, RN Director of Nursing – Listed in Dropbox

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

Dave Shumate, Director of Nursing, and Jay Becker, Health Commissioner, will reach out to the Ashtabula City Health Department to discuss the feasibility of an MOU for Naloxone services for that jurisdiction.

Old Business: Randall Barnes, Director of Environmental Health – Listed in Dropbox

- a. Board of Health Order Updates
- b. Variance-Frontage reduced to 190 feet from 200 feet with 3-acre parcel
Owner: Erin Fetters
2252 Larchmont Dr.
Wickliffe, Ohio 44092
Parcel #53-007-00-043-00

Update: Sheffield Township Trustees have sent a variance form to the property owner to complete and submit to them. A meeting with Sheffield Zoning and the trustees will take place December 19 to discuss this variance. Sheffield Township Trustee Alan Kohta will contact the Ashtabula County Health Department with the results of their variance meeting.

Mr. Russell reminded the Board that potential zoning variances are automatically reported to the neighboring property owners in order that they might attend a hearing to voice any objections. Mr. Fortunato confirmed that statement.

New Business: Randall Barnes, Director of Environmental Health. In Drop Box

- a. The board examined a complaint pertaining to the property located at 4502 Footville Richmond Rd., Rock Creek, Ohio 44082, Trumbull Township, owned by Morgan Staley, 103 N. Broadway, Geneva, Ohio 44041.

The complaint states that Mr. Staley's property, Old Maple Grove Grange Hall, has people residing there without an approved sewage disposal/grey water treatment system.

A motion was made by Duane Marcy and seconded by Robert Russell that in light of the said home having neither a functioning sewage treatment system, nor running water, in violation of plumbing regulations and laws of the State of Ohio, that the

Board of Health order Mr. Staley to vacate and not use this building located at 4502 Footville Richmond Road, Trumbull Township, by January 9, 2024, until these items are remedied.

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

Roll Call:	Robert Russell	“Yea”
	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”

The motion carried.

b. Annual District Advisory Meeting Thursday March 28, 2024, at 7 PM.

The Ashtabula County Health Department currently have two Board of Health Seats up for election at the next District Advisory Meeting March 28, 2024; Duane Marcy (2029) for a full term and Bryce Heinbaugh (2028) for his remaining term.

Currently represented: Jefferson Village, Lenox Township, Pierpont Township, and Geneva City.

The issue of the Licensing Council potentially being entitled to naming one member of the Board of Health was raised. The Board requested that Mr. Becker explore this question with the Prosecutor’s Office with regard to the Ohio Revised Code.

The Annual District Advisory Report will be redesigned this year and will be offered as a digital copy. It will be posted on our website, and Facebook, and we can easily email electronic copies when requested. This will greatly save on printing costs and is more environmentally friendly and will provide a fresh new look to promote the programs of the Ashtabula County Health Department. A copy will be provided to the Board for review by the March Board of Health Meeting.

Administrative Report November 2023

Financial Health

- Cross Fund Reports for December 2022 and December 2023
- Current Budget Performance Report

-2024 Budget Final Appropriations and Revenue

A motion was made by Robert Russell and seconded by Rebecca Robinson that the board of health approve the 2024 Budget Final for Appropriations and Revenue.

Roll Call:	Dr. Harlan Waid Jr.	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”

The motion carried.

Allie Maraffi, Administrator, will ask the Ashtabula County Auditor if our office can expect changes with the property tax increases taking place.

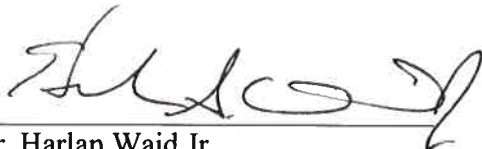
The next meeting of the Board of Health will be January 10, 2024, at 6:00 p.m.

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

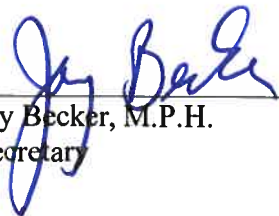
Roll Call:	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Dr. Harlan Waid Jr.	“Yea”

The motion carried unanimously.

The meeting adjourned at 7:42pm.



Dr. Harlan Waid Jr.
President



Jay Becker, M.P.H.
Secretary