



August 14th, 2024

The Ashtabula County Board of Health met in regular session in the basement meeting room of the Ashtabula County Health Department, 12 West Jefferson St. Jefferson OH 44047 on the above date at 6:00PM.

Answering roll call were	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”

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

Dr. Pamela Lancaster, Medical Director, Calvin Nguyen, Assistant Prosecutor, Jake Brand, Director of Planning and Development, and John Dietrich, Chief Plumbing Inspector were present.

The motion was made by Robert Rusell and seconded by Barb Klingensmith to dispense with the reading of the minutes of the regular meeting of the Board of Health which was held on July 17th, 2024. 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	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”

The motion carried.

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

AOHC Fall Conference Dublin Ohio September 18-20 \$800 for registration, hotel, food and mileage for Jay Becker, Health Commissioner.

Travel for Libby Holden, Epidemiologist/Emergency Preparedness to Stark County Health Department on 8/16/2024 for MDRO Coalition in the amount of \$117.18 for mileage

Travel for Libby Holden, Epidemiologist/Emergency Preparedness to Chagrin Falls, OH on 8/26/2024 for PHEP deliverable coordination in the amount of \$67.58 for mileage.



Travel for Libby Holden, Epidemiologist/Emergency Preparedness to Cuyahoga County Board of Health on 8/29/2024 for MRC Severe Weather Training in the amount of \$86.80 for mileage.

Travel for Libby Holden, Epidemiologist/Emergency Preparedness to Quest Conference Center in Westerville, OH on 9/10/2024 for MCM for a More Prepared Ohio Summit in the amount of \$400 for mileage, lodging and meals.

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

The motion carried.

The board then reviewed the work summaries for the month of July 2024 for the registered environmental health specialists, plumbing inspectors and nurses.

Open Forum (Public Comment)

The Board then heard a presentation from Director of Planning and Development, Jake Brand, as it relates to updating subdivision regulations in Ashtabula County, specifically how these changes impact the frontage requirements in our General Rules for Sanitation and variance requests. The current subdivision regulations were drafted in the 1960’s and are outdated. Jake Brand, Director of Planning and Development states the Steinaker variance is well above the two-acre requirement and the concern is the frontage. Furthermore, in his opinion, he has no objection to the variance request and the lot cannot be further subdivided without platting a road. Robert Russell inquires as to whether we will see more flag lots in the future and Jake Brand, Director of Planning and Development states that this is a hot topic, and the answer is likely yes. The regulation says that only one lot is allowed behind a flag lot and no further splitting is permitted. Randall Barnes, Director of Environmental Health then discussed the General Rules for Sanitation and how the 200-foot frontage requirement is outdated. According to our septic rules, all the new septic installations are onsite, and no frontage is really required.

Dr. Harlan Waid suggests forming a committee to study the new rules and develop a new policy regarding the installation of a new septic system. Also for consideration within that policy are other outdated items such as garbage collection, which the Ashtabula County Health Department no longer does. Dr. Harlan Waid suggests bringing a proposal to the next board meeting after the committee is formed. Robert Russell would like to participate in the committee review process.

As discussion concluded regarding septic installations and variance regulations, Jake Brand, Director of Planning and Development excused himself and departed from the meeting.

Old Business

The Board of Health then discussed board order updates. Per Calvin Nguyen, Assistant Prosecutor



The Janice Morrell property has mostly been cleaned up by Safeguard and bushes have been cut down. The property is looking better but there is still more work to be done.

Calin Nguyen, Assistant Prosecutor spoke with Marvin Ralph earlier in the day and there is a complaint dating back to 2021. Last winter Marvin Ralph stated he needed more time when the weather would be agreeable. The prosecutor's office filed a motion to show cause and resident has scheduled a site evaluation on August 23rd, 2024. A hearing is scheduled for August 30th, 2024. Calvin Nguyen, Assistant Prosecutor states if resident is showing progress we will move for a continuance. Marvin Ralph was directed to communicate directly with the health department. Dr. Harlan Waid asked how long it takes for an installer to be scheduled and the job completed. The resident needs the EPA involved for a soil test to move forward. Full abatement should only take a week, according to Director of Environmental Health, Randall Barnes.

The Ashtabula County tax division has accepted the Michael Clyde case as a tax foreclosure case. Ideally the property will be foreclosed upon and put up for the sheriff's sale and the responsibility will be on the new owner.

Cheryl Jenkin's case was dismissed because it took too long to get proper service. Unless the prosecutor's office can get the resident to agree for a onetime clean up at her expense, the order will be refiled.

Progress is being made on all sides in the Aaron Miller case. Permits and corrections are all moving in the right direction.

Donna Williams has an agreement in place to clean up the property and there is an upcoming status conference which usually happens after an agreement is in place. The defendant agrees with what they are asked to do.

Status remains the same in the Key bank case. At the last status conference, there was communication difficulty.

Calvin Nguyen, Assistant Prosecutor spoke with Delorise Brown, and has an injunction. Delorise Brown's plan is to have property converted to rental, and if she does not show up at the next court hearing the prosecutor's office will proceed with contempt hearing. Calvin Nguyen, Assistant Prosecutor states it seems the resident is taking the case seriously. An arrest warrant will be issued if the resident does not appear at the next hearing.

An agreement is in place with Michelle Conner, but the resident has been noncompliant. The prosecutor's office is proceeding with contempt hearing, court found the resident in contempt and the resident will have some time to clean up property. If property is not cleaned up there will be fines imposed. There is a provision that a violation of Board of Health orders is a minor misdemeanor.



The prosecutor's office has an agreement in place with Morgan Staley and an upcoming status conference.

There is no need for escalation in the Maiella case because the resident is cooperating.

The prosecutor's office recently filed a complaint regarding the James Thibeault case, an injunction hearing is scheduled for October 7th.

Tyrone Earl reached out to the prosecutor's office and the prosecutor's office agreed to give him 45 days to comply with the order.

Michael Johnson was sent an enforcement letter, and a complaint will be filed soon.

Loan Depot very recently acquired ownership, and this owner has multiple statutory agents, and it is difficult to find an accurate address.

Rhonda Parker's property was almost all cleaned up.

After the review of the Board of Health orders concluded, Calvin Nguyen, Assistant Prosecutor excused himself and departed from the meeting.

August 29th will be the Suicide and Fatality review. Jay Becker, Health Commissioner will be reviewing cases and has spoken with Dr. Lancaster about the upcoming meeting. Sixteen cases are to be reviewed with patients ranging in age from their thirties to over ninety.

The board examined a complaint of accumulation of solid waste located at 330 Murphy S. Grand River OH 44045 owned by David and Paula Weber, a complaint of improper plumbing installation located at 55921 Pymatuning Lake Rd, Andover OH 44003 owned by Cheryl Clark, and a complaint of improper plumbing installation located at PO Box 399 Andover OH 44003 owned by Teri Caldwell. John Dietrich, Chief Plumbing Inspector discussed that The Beachcomber's recent dishwasher and three compartment sink installation were not installed to Ohio state plumbing code, and the icemaker and water distribution machine located at Pizza Joe's were not installed to Ohio state plumbing code. All three claims were found to be substantiated and a motion was made by Duane Marcy and seconded by Robert Russell to obtain a board order for this property. Failure to comply with the order will result in this matter being referred to the Ashtabula County Prosecutor's Office for follow-up on this enforcement action.

Roll Call:	Robert Russell	"Yea"
	Barb Klingensmith	"Yea"
	Dr. Harlan Waid	"Yea"
	Rebecca Robinson	"Yea"
	Duane Marcy	"Yea"

The motion carried.



John Dietrich, Chief Plumbing Inspector then excused himself and departed from the meeting as discussion regarding new business concluded.

Administrative Report

Discussion occurred regarding the August 2024 Cross Fund report, specifically as it relates to fund 9033. This is a deliverable grant which is only reimbursed according to Ohio state deliverable standards. The Ashtabula County Health Department will receive settlements throughout the end of the year bringing this fund back to a positive balance. Until then, other funds such as 9011 will be charged for vaccination and infectious disease control expenses.

Also discussed was the Ashtabula County Health Fund Settlement and a proposed fund increase to the township trustees. Evidence was presented by Lindsay Pikor, Administrator, regarding lack of fund increases over the last five years despite increasing township, village and city valuations, as well as rapidly rising labor costs. Jay Becker, Health Commissioner, suggests that a presentation be made for the DAC, and a survey created to poll trustees on services provided by the Ashtabula County Health Department.

Personnel changes were discussed including the resignation of Andrea Elliot, Clerk/Registrar, the promotion of Rhonda Krieg, to Registrar and the promotion of Sarah Perkins to Deputy Registrar. A motion was made by Robert Russell and seconded by Barb Klingensmith to accept the resignation of Andrea Elliott, effective July 22nd, 2024.

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

The motion carried.

A motion was made by Robert Russell and seconded by Duane Marcy to accept the promotions of Rhonda Krieg and Sarah Perkins to Registrar and Deputy Registrar, respectively, effective July 22nd, 2024.

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

The motion carried.



Quality Report

Allie Maraffi, Director of Quality and Performance discussed monthly updates regarding PHAB reaccreditation, the community health assessment, continuing education requirements for the Board of Health, and other general updates related to the quality department. The board appreciated the increased awareness regarding reaccreditation efforts and encourages a monthly update. Two hyperlinks were also provided to the board members regarding continuing education, to be reviewed prior to the next meeting. Two hours of continuing education is required annually for all board members. In order to complete the required two hours, it was discussed to complete short training sessions during each board meeting.

Nursing Report

Dave Shumate, Director of Nursing then presented the monthly nursing report. Notably, COVID cases have increased, and general discussion occurred regarding the upcoming flu season. Dave Shumate, Director of Nursing also discussed the purchase of an ECG machine to be used at the Ashtabula County Health Department, specifically during physicals. Additional information regarding cost will be provided at the next board meeting.

The next meeting of the Board of Health will be September 11th, 2024, at 6:00PM

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:	Dr. Harlan Waid	“Yea”
	Rebecca Robinson	“Yea”
	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”

The motion carried unanimously.

The meeting adjourned at 7:54PM

Dr. Harlan Waid, Jr
President

Jay Becker, M.P.H.
Secretary