



July 17th, 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 Street, Jefferson OH on the above date at 6:00 P.M.

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.

Medical Director, Dr. Pamela Lancaster was present.

Calvin Nguyen, Assistant Prosecutor was present.

The motion was made by Barb Klingensmith 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 20<sup>th</sup>, 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 Robert Russell that the bills and salaries be paid and to approve travel requests for staff for the month of June and expenses to be paid for the same.

April Tredway, RN travel to Dublin, OH for GVO Mobi/Ties training totaling \$125.

Libby Holden, Epidemiologist/Emergency Preparedness travel to Columbus, OH for IPPW totaling \$450.

Maggie Moore, Health Educator, travel to Columbus, OH for The Midwest Suicide Prevention and Mental Health Summit totaling \$924

Libby Holden, Epidemiologist/Emergency Preparedness totaling \$47.74

Roll Call:

Rebecca Robinson	“Yea”
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July 17th, 2024

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 June 2024 for the registered environmental health specialists, plumbing inspectors and nurses.

Open Forum (Public Comment)

No members of the public attended the July 17<sup>th</sup> meeting.

Administrative Report: Jay Becker, Health Commissioner and Lindsay Pikor, Administrator

- a. Financial Health
  - a. Cross Fund Reports for July 2023 and July 2024
  - b. Current Budget Performance Report

The motion was made by Rebecca Robinson and seconded by Barb Klingensmith to rescind the acceptance of Allie Maraffi’s resignation, effective July 12<sup>th</sup>, 2024.

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

The motion carried.

The motion was made by Rebecca Robinson and seconded by Duane Marcy to accept the resignation of Kenneth Bailey, Director of Quality and Performance, effective July 12<sup>th</sup>, 2024.

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

The motion carried.



July 17th, 2024

The motion was made by Robert Russell and seconded by Rebecca Robinson to accept the transfer of Allie Maraffi from the Administrator position to the Director of Quality and Performance position, effective July 15<sup>th</sup>, 2024.

Roll Call:

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

The motion carried.

Discussion occurred regarding the open full time and PRN nursing positions, with multiple interviews being scheduled at this time. COVID cases have seen an increase as well as Lyme disease. Ashtabula City has developed a tick kit, with many surprisingly being found at Walnut Beach. Many Lyme cases have caused severe symptoms including cardiac impact and hospitalization. TB monitoring is under control, and the monitored family from Geneva will soon be moving to Ashtabula City. The consensus of the board is that Ashtabula County Health Department continue to monitor until the monitoring period has concluded, rather than transfer case to Ashtabula City Health Department. There are no new ongoing lead cases. Dr. Waid asked about sports physicals being offered and monitoring long QT intervals/arrhythmias, to which Dave Shumate, DON reported that he is the only nurse in the office that could read those tests, if we were to start doing them. Barb Klingensmith offered to hand out Ascend information with their meals on wheels program.

Board of health order updates were then discussed.

Per Calvin Nguyen, Assistant Prosecutor:

Tyrone Earl, resident needs to obtain zoning permit prior to obtaining plumbing permit.

The Kris Tetrick case is new, and not yet with the prosecutor’s office. Robert Russell mentioned that the Kris Tetrick case should be referred to the EPA, but Randall Barnes, Director of Environmental Health states they will not do anything about the case. Dr. Waid states there should be a timeline surrounding the case of one month, because the work shouldn’t take very long.

The Michael Clyde case will likely become a misdemeanor case with a warrant, but the resident is in Pennsylvania and the warrant would be hard to enforce.



July 17th, 2024

Cheryl Jenkins' case was under review due to "bad service" but Calvin Nguyen, Assistant Prosecutor states we have tried service by certified mail, and service by the sheriff's office but the next step would be service by publication. Solid waste has been present for some time, the hope is the resident will pay for and take care of the claim.

Aaron Miller's case discussion concerned the resident being under the impression that only permits were needed. Randall Barnes, Director of Environmental Health states the resident is now aware that permits need to be obtained and work needs to be completed before the case is abated.

Delorise Brown's contempt hearing is scheduled for next week. The court found that because there was currently a vacancy, and no one was currently generating sewage that there was no violation and the prosecutor's office is moving to vacate that judgement.

The Key Bank case is close to full abatement and a contempt hearing is scheduled for Wednesday July 24th. Randall Barnes, Director of Environmental Health is agreeable to dismiss the case.

Michelle Conner's case is ongoing. The property appears to have four vehicles and no residential building, just a bunch of debris and garbage laying around the vehicles.

Morgan Staley has an agreed judgement entry and progress is to be determined.

Maiella is cooperating with the Ashtabula County Health Department, and nothing needs to be filed.

James Thibeault's property is in bankruptcy proceedings and the prosecutor's office is holding the owner responsible.

The prosecutor's office has filed a complaint and order for the Michael Johnson case.

The Loandepot case order has just passed, and the prosecutor's letter has been sent.

An enforcement letter was recently sent on the Rhonda Parker case.

The Steinacker variance was brought before the board for a second month while Randall Barnes, Director of Environmental Health was present. Randall discussed his conversation with Jake Brand, Director of Planning and Development, and the updates regarding new subdivision regulations. Jake states his preference would be for all new lots to have at least 60ft of frontage to be considered for a septic permit. Randall informed the group that he would provide the General Regulations for Sanitation for the board's review prior to the upcoming August board meeting, and ongoing discussion will occur until the policy is modernized per the board's recommendation.

Jay Becker, Health Commissioner then discussed the Suicide and Overdose Fatality Review committee, informing the board that the committee's first meeting would occur August 29<sup>th</sup> at



July 17th, 2024

11AM. Jay has been in contact with Franklin County as well as the state to discuss best practices and meeting format.

The board examined a complaint of accumulation of solid waste accumulation located at 3588 Jefferson Rd, Ashtabula OH 44004, owned by Janice Morell. The claim was found to be substantiated and a motion was made by Duane Marcy and seconded by Rebecca Robinson 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.

The last matters discussed during this general session of the Ashtabula County Health Department monthly board meeting were updates to the Remote Work Policy, the Records retention policy, and a quarterly update on remote work days by Allie Maraffi. Dr. Waid suggests we complete a comparative analysis to show an increase in remote work usage, and the group agreed. Robert Russell moved and Rebecca Robinson seconded to approve the updates to the aforementioned policies.

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

The next meeting of the Board of Health will be August 14th, 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:	Duane Marcy	“Yea”
	Robert Russell	“Yea”
	Barb Klingensmith	“Yea”
	Dr. Harlan Waid	“Yea”

The motion carried unanimously.

The meeting adjourned at 7:44PM

Dr. Harlan Waid, Jr  
President

Jay Becker, M.P.H.  
Secretary

