



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”
	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, attended the meeting.

The motion was made by Robert Russell 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 April 10, 2024. The minutes were reviewed by the Board Members and altered to show that Barb Klingensmith is a resident of Orwell Village and not Orwell Township as previously stated. After the correction, the minutes were approved.

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

The motion carried.

The motion was made by Barb Klingensmith and seconded by Duane Marcy that the bills and salaries be paid and to approve travel requests for staff for the month of May 2024 and expenses to be paid for the same.

Darlene Dyer, Public Health Nurse, to attend the CMH Training in Canton, Ohio.

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

The motion carried.

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

Open Forum (Public Comment

Administrative Report

a. Financial Health

- i. Cross Fund Reports for May 2023 and May 2024
- ii. Current Budget Performance & Earnings History Reports
- iii. Enhanced Operation Grant

ACHD applied for this grant this time last year. Extension application submitted. In this extension, funding was requested in the amount of \$65,000 for Epic, the electronic health record system, \$25,000 for renovations to the first floor lobby (dual windows) and 50% of the nursing staff's salaries through the end of 2025.

iv. Credit Card Policy Review

A motion was made by Robert Russell and seconded by Barb Klingensmith that the Ashtabula County Board of Health approve the Credit Card Policy.

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

The motion carried.

Maggie Moore, Health Educator with MPH credential, Salary Increase

A motion was made by Barb Klingensmith and seconded by Robert Russell that the Ashtabula County Board of Health approve the salary increase for Maggie Moore.

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

The motion carried.

v. Public Health Spring Conference Review

Much discussion on Community Health Workers (CHWs) including a session on implementing CHWs in a rural community. Ashtabula City is currently training 2 staff to become CHWs so it will be interesting to see how they enroll patients and get that program running in our community. The emphasis on CHWs comes from the importance of treating the patient as a whole, not just medical issues. Another session was titled "Public Health is nothing without U". Various health departments discussed low to no cost ways that they show value and self-care to

their staff. Because of the work that the current Directors have implemented at ACHD, this session had an impact on the Administrator, Allie Maraffi.

Kenny Bailey, Director of Quality & Performance, stated that he and Allie Maraffi attended many of the same sessions. The most impactful session to him was keynote speaker, Dr. Price. She discussed all of the adverse childhood experiences (ACEs) that she faced and how she was able to still achieve success. Much of the work Dr. Price currently does is related to treating ACEs in relation to general health.

- vi. Kenny Bailey, Director of Quality & Performance – CHIP Q1 Report

Nursing Report: Dave Shumate, BSN, RN, Director of Nursing

- a. Epidemiology Report (including COVID/Flu/RSV)
- b. Tuberculosis Update
- c. Nursing Department Activities
- d. Well Child Clinic
- e. RAM Clinic
- f. Nursing staff update
- g. One Recovery Grant Update

Old Business: Randall Barnes, Director of Environmental Health

- a. Board of Health Order Updates
- b. Environmental Health Fee Increases
 - i. Home Sewage Treatment Systems & Gray Water Recycling System – Resolution 2024-2
 - ii. Septage Site & Septage Haulers – Resolution 2024-3
 - iii. Well Permits – Resolution 2024-5
 - iv. Camps – Resolution 2024-4
 - v. Water Haulers- Resolution 2024-1

A motion was made by Robert Russell and seconded by Rebecca Robinson that the Ashtabula County Board of Health approve the Environmental Health Fee Increases per the resolutions listed above this 8th day of May 2024. The effective date of these resolutions shall be June 1, 2024.

Roll Call:

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

The motion carried.

- c. Suicide & Overdose Fatality Review Committees
 - i. Suicide Fatality Review Toolkit

ii. Overdose Fatality Review Toolkit

New Business:

The board examined a manure disposal complaint including standing water in the front ditch which may indicate a failing septic system pertaining to the property located at 4355 Kyle Rd., Dorset Township, owned by Eliza Guilyana Flores, 4355 Kyle Rd., Dorset, Ohio 44032.

Inspections of the property on April 12, 2024, revealed the presence of a large amount of animal waste in the front yard. The property is not large enough (one acre) to land apply the animal waste. The improper disposal of animal waste is a public health nuisance and violates Ohio Solid Waste Disposal Regulations. The presence of animal waste on the property will contribute to rodent infestation plus unsanitary living conditions.

In addition, the home sewage treatment system serving the dwelling has possibly failed and needs to be inspected as to whether it is functioning properly.

A motion was made by Duane Marcy and seconded by Robert Russell that the Ashtabula County Board of Health order Ms. Flores to: (1) remove and dispose of all animal waste at a licensed landfill by May 31, 2024; (2) submit receipts from the licensed landfill to confirm proper disposal of the animal waste by May 31, 2024; (3) submit proof that there is weekly trash service for this address to the Ashtabula County Health Department by May 31, 2024; (4) have the septic system inspected by the Ashtabula County Health Department by May 31, 2024.

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"
Duane Marcy	"Yea"
Robert Russell	"Yea"
Barb Klingensmith	"Yea"

The motion carried.

The board examined a solid waste disposal complaint pertaining to the property located at 5905 Center Rd., Monroe Township, owned by Michael Johnson, 3912 Brian Ct., Hamburg, NY 14075.

Inspections of the property revealed the presence of a significant accumulation of trash, tires, buckets of water, scrap metal, multiple vehicles and miscellaneous solid waste strewn throughout the property. The improper disposal of solid waste is a public health nuisance and violates Ohio Solid Waste Disposal Regulations.

The presence of miscellaneous debris and waste on the property will contribute to 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.

A motion was made by Duane Marcy and seconded by Rebecca Robinson that the Ashtabula County Board of Health order Mr. Johnson to: (1) remove and dispose of all solid waste at a licensed landfill by May 31, 2024; (2) submit receipts from a licensed landfill to confirm proper disposal of solid waste by May 31, 2024; (3) submit proof of weekly trash service for this address to the Ashtabula County Health Department by May 31, 2024.

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

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

The motion carried.

ACHD Policy 2.1 Recruitment/Vacancies

A motion was made by Robert Russell and seconded by Rebecca Robinson that the Ashtabula County Board of Health delete Point A and modify Point C to show the current listing process to include ACHD website, Indeed, LinkedIn, and HandShake.

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

The motion carried

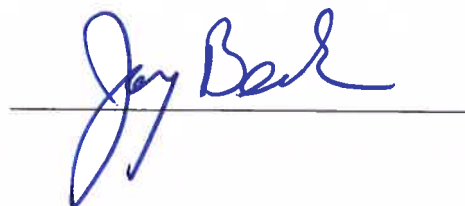
The next meeting of the Board of Health will be June 20 and July 17, 2024, at 6:00 p.m.

The motion was made by Barb Klingensmith and seconded by Duane Marcy 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 Jr.	"Yea"
	Rebecca Robinson	"Yea"

The motion carried unanimously.

The meeting adjourned.



May 8, 2024

Dr. Harlan Waid Jr.
President

Jay Becker, M.P.H.
Secretary