



**CARROLL COUNTY
GENERAL HEALTH DISTRICT**
Healthy People — Safe Communities

**Carroll County General Health District
Minutes of the Board of Health
September 20, 2023**

Meeting Location: Carroll County General Health District's (Lower Level)
301 Moody Ave. Carrollton 44615

Call to Order: Dr. Stine, President, called the meeting to order, with prayer, at 5:31p.m.

Board Member Roll Call: Dr. Stine, present; Susan McMillen, present; Wendy Wiley, present; & Dan Trbovich, present

Bernie Heffelbower, absent

Staff Present:

Kelly Morris, Health Commissioner
Amy Campbell, Office Administrator
Courtney Grossman, Director of Environmental Health
Jessica Slater, Director of Nursing
Corinne Ren, Administrative Assistant & Registrar

Guests:

Michelle Speedy
Sean A. Speedy
Jamie Lewis

Media:

No media

Approval of Meeting Minutes:

Meeting Minutes:

The minutes of the August 16, 2023, meeting was approved upon a motion by Wendy Wiley with a second by Susan McMillen. Ayes: All Nays: None – Motion carried.

The minutes of the August 23, 2023, special meeting was approved upon a motion by Dan Trbovich with a second by Susan McMillen. Ayes: All Nays: None – Motion carried.

Guests:

Sean A. Speedy – Interfering with the duties of an elected official

Guests Present: Sean A. Speedy, Michelle Speedy, & Jamie Lewis from Aultman

Dr. Stine turned the meeting over to Susan McMillen, Vice President, to hear Mr. Speedy's concerns.

Sean A. Speedy did not speak at the meeting but he presented the Board with a Public Records Request

No Board action taken at this time.

Susan McMillen turned the meeting back over to Dr. Stine, President.

Discussion: The Board requested that we show them the documents requested before sending them to Mr. Speedy.

Health Commissioner's Report:

Health Commissioners report was presented by Kelly Engelhart, Health Commissioner

**See Carroll County General Health District Board of Health September 20, 2023, Power Point Presentation Attached*

August/September

- Awarded funding for several grants we applied for:
 - **Preconception Health** – Additional funding through Reproductive Health Grant in application with Stark County HD - \$75,000 one year.
 - **Injury Prevention** – increase in funding in application with Stark County HD - \$32,000 for 5 years.
 - **Youth Resiliency Grant** - \$93,000 for 3 years.
- Participated in Continuity of Operations Drill – identified some areas of improvement.
- Partnered with Senior Friendship Center on grant application through Job and Family Services to support needs for adults and seniors.
- Spoke at the Youth Resilience presentation by Harry Miller on September 8th for Kick off to our Youth Resilience Collaborative activities.
- Helped facilitate a strategic planning meeting with the Ohio Public Health Association Governing Board September 13th.
- Attended the annual Association of Ohio Health Commissioners Conference September 13 – 15th.

Office Administrator/Accreditation Coordinator:

Office Administrator/Accreditation Coordinator report was presented by Amy Campbell, Office Administrator
**See Carroll County General Health District Board of Health September 20, 2023, Power Point Presentation Attached*

- FY24 Budget
- Week 3 CADCA – National Coalition Academy Training (Virtual)
- Received the 2021 & 2022 Financial Audit Report that was filed with the State Auditor and the Ohio Department of Health.

Division Reports:

**All Division Reports can be found in the Carroll County General Health District September 20, 2023, PowerPoint Presentation.*

Environmental Health Report:

The Environmental Division report presented by Courtney Grossman, Director of Environmental Health

- Mike Harrison (contract employee) completed all the Mobile Home Park Inspections. He is still helping with Point-of-Sale Evaluation inspections and weekend events.
- Ended the Mosquito Surveillance season due to the technician returning to OSU.
- Take Back Tire Event scheduled for Saturday, September 30, 2023.
- Courtney returned back to work full time the last week of August.

Public Health Nursing Report:

The Public Health Nursing Report presented by Jessica Slater, Director of Nursing

- Kristen Long is now a certified Communicable Disease Trainer.
- Awarded Preconception Health Grant. Sarah CNP increasing hours to 32 hours per month.
- Doug & Kristen attended a 2-day training at SCPH on Opening Points of Dispensing for Emergency Preparedness.
- Worked with ADAMHS and HOPE Group and will be offering hygiene kits to men and women. CCGHD is receiving 1,000 kits to dispense.
- Completed site visit with Stark County for Reproductive Health Grant.

Communicable Disease Report for August 2023

- Chlamydia – 2; Lyme – 45; Covid-19 – 36; Varicella – 1; Streptococcal Group B Newborn – 1; Cryptosporidiosis – 1; Giardiasis - 3.

Vital Statistics Report:

Vital Statistics report presented by Corinne Ren, Registrar

August 2023

- Death Certificates Purchased – 68
- Deaths Filed – 14
- Birth Certificates Purchased – 68

Financial Report:

Fiscal report presented by Amy Campbell, Office Administrator

**See August 2023 General and Grant Fund Balances in the September 20, 2023, PowerPoint Presentation*

- a. **Resolution 23-081** approval of the August 2023 budget as presented (Reference: *Budget Report*) was approved upon a motion by Wendy Wiley with a second from Dan Trbovich. Ayes: All Nays: None Motion Carried.
- b. **Resolution 23-082** to approve the payment of August 2023 expenses totaling \$167,771.44 (Reference: *August Expense Report*) was approved upon a motion by Susan McMillen with a second by Wendy Wiley Ayes All Nays: None Motion Carried.
- c. **Resolution 23-083** to approve the appropriation amendment on August 25, 2023, in the 20200-Public Health Workforce fund to cover the remaining expenses for 2023 (Reference: *08/25/23 Appropriation Amendment*) was approved upon a motion by Dan Trbovich with a second by Susan McMillen. Ayes All Nays: None Motion Carried.
- d. **Resolution 23-084** to approve the 2024 Carroll County General Health District Operating Budget (Reference: *FY24 CCGHD Budget*) was approved upon a motion by Susan McMillen with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried.
Additional Information: This is the 2024 Operating Budget for the Health Department that will be submitted to the County Auditor's Office for approval by the Carroll County Budget Commission. The budget outlines the 2024 anticipated revenue and expenses for the Health Department, along with the projected carryover into 2025.
- e. **Resolution 23-085** approval for the Board of Health to continue to contribute 86% of the costs of the county health insurance plan and for the employees to contribute 14% (Reference: *2024 Health Insurance Cost and Analysis*) was approved upon a motion by Wendy Wiley with a second by Dan Trbovich. Ayes: All Nays: None Motion Carried.
Additional Information: the Health Department was notified by the Carroll County Commissioner's Office that CEBCO's rates for Carroll County in 2024 will increase by 7.3%. In 2023, the health insurance rates were increased by 13% totaling an increase of 20.3% over the last two years.
- f. Presentation of the 2021-2022 Fiscal Audit conducted and provided by Charles E. Harris & Associates, Inc. (Reference: *FY21 & FY22 Audit*)
Additional Information: This report was filed and certified for release with the Ohio Auditor of State.

New Business:

- a. **Resolution 23-086** to approve changes to the Point-of-Sale Evaluation Policy as revised to have the policy reflect current practice (*See attached Policy*) was approved upon a motion by Dan Trbovich with a second by Wendy Wiley. Ayes: All Nays: None. Motion Carried.

Additional Information: Since water testing is not required for the Point-of-Sale inspection we removed areas that included enforcement for anything related to water and made it reflect recommendations. We also removed items from the policy that are defined in our standard operation procedures.

- b. **Resolution 23-087** to approve to amend the agreement with Ohio Public Health Association for the REHS services by extending the end of the agreement until the end of the year December 31, 2023, was approved upon by Susan McMillen with a second by Wendy Wiley. Ayes: All Nays: None. Motion Carried.

Additional Information: There are increased needs to continue to have additional REHS services for follow up on nuisance complaints, check back on sewage treatment systems, and assist the Staff REHS meet program deadlines.

- c. **Resolution 23-088** to approve the continuation of the contract with Carroll County Job and Family Services for Adult Protective Services provided by Wendy Gotschall, RN. The renewed contract will be for the term of October 1, 2023, to September 30, 2024 (*See attached agreement*) was approved upon a motion by Susan McMillen with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried.

Additional Information: The current contract with CJFS expires at the end of September 2023, both parties agree to continue the services as presented in the agreement.

- d. **Resolution 23-089** to approve to enter into the agreement with Aultman Foundation to extend the hours of service from 8 hours a month to 16 hours a month for the Advanced Practice Nurse, Sarah Atkinson to provide women's health and reproductive health services (*See attached agreement*) was approved upon a motion by Wendy Wiley with a second by Dan Trbovich. Ayes: All Nays: None Motion Carried.

Additional Information: We were awarded additional grant funding from ODH, in the amount of \$75,000 to provide preconception health services in addition to reproductive health services.

Old Business:

Adjournment:

Susan McMillen made a motion to adjourn the September 20, 2023, Carroll County General Health District Board meeting at 6:47 p.m. Ayes: All Nays: None Motion Carried.

The next meeting will be (Wednesday) October 18, 2023, at 5:30 p.m. at the Carroll County General Health District's lower level located at 301 Moody Ave. Carrollton.

Respectfully submitted,



Corinne L. Ren, Board Secretary



Dr. W.S. Stine, Board President