



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

**Carroll County General Health District
Minutes of the Board of Health
March 15, 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 5:31 p.m.

Board Member Roll Call: Dr. Stine, present; Susan McMillen, present; Bernie Heffelbower, present and Wendy Wiley, present

Staff Present:

Kelly Morris, Health Commissioner
Courtney Grossman, Director of Environmental Health
Corinne Ren, Administrative Assistant & Registrar
Jessica Slater, Director of Nursing
Elisabeth Mobberley, Nursing Administrative Assistant

Media:

Nancy Schaar, Free Press Standard

Approval of Meeting Minutes:

Meeting Minutes:

The minutes of the February 15, 2023, meeting was approved upon a motion by Wendy Wiley with a second by Susan McMillen. Ayes: All Nays: None – Motion carried

Reorganization of the Board:

Susan McMillen made a motion to table the Reorganization of the Board until after the District Advisory Council meeting on March 24, 2023. Bernie Heffelbower seconded the motion. Ayes: All Nays: None. Motion Carried. The Reorganization of the Board will be at the April 19, 2023, Board of Health meeting.

Public Health Nursing Report:

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

- The Communicable Disease Dashboard is live on CCGHD website.
- The Diaper Bank recap for 2022: (507 families served: 31,760 diapers ; 32,267 wipes)
- February Communicable Disease Report: (Hep C – 1; Pertussis – 2; Campylobacteriosis – 2; Influenza-Associated Hospitalization – 4; Streptococcal- Group A-invasive – 2; Streptococcus pneumoniae – invasive – 2; Chlamydia – 8; Gonococcal – 1; Lyme – 1; Covid 19 – 43)

Vital Statistics Report:

Vital Statistics report presented by Corinne Ren, Registrar

- Total Revenue for February 2023 - \$2,388.00

Kelly Morris reported the top five causes of death in Carroll County for 2022 and 2021.

2022	2021
Heart Disease	Heart Disease
Cancer	Cancer
Chronic Respiratory Disease	COVID-19
Dementia	Dementia
Alzheimer's	Alzheimer's

*Heart disease related deaths are significantly higher in Carroll County than Ohio.

Financial Report:

Office Administrator, Fiscal Officer, & Public Health Accreditation Reports by Amy Campbell, Office Administrator was submitted for review and presented by Kelly Morris, Health Commissioner

**See February 2022 General and Grant Fund Balances in the March 15, 2023, PowerPoint Presentation*

- a. **Resolution 23-032** approval of the February 2023 budget as presented (Reference: *Budget Report*) was approved upon a motion by Susan McMillen with a second from Wendy Wiley. Ayes: All Nays: None Motion Carried.
*Dr. Stine asked if we were in danger of having to return any of the COVID-19 funds. Kelly Morris replied that we should be good and not have to. She gives Amy Campbell all the credit for keeping track of those seven different funds during the pandemic.
- b. **Resolution 23-033** to approve the payment of February 2023 expenses totaling \$115,362.56 (Reference: *February Expense Report*) was approved upon a motion by Wendy Wiley with a second by Bernie Heffelbower. Ayes All Nays: None Motion Carried.
- c. **Resolution 23-034** to approve the increase in appropriations on March 3, 2023, in the 25047- Reproductive Health fund to cover additional supply and health insurance expenses for the year (Reference: *3/3/23 RHWP Appropriation*) was approved upon a motion by Susan McMillen with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried.

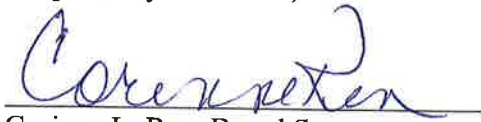
- b. **Resolution 22-149** Third and final Reading to establish and amend fees for Point-of-Sale Evaluation Inspection Fees for the 2023 License Year, in accordance with Ohio Revised Code 3709.09 (*See Attached Exhibit A – Proposed Local Fees*) was approved upon a motion by Susan McMillen with a second by Bernie Heffelbower. Ayes: All Nays: None Motion Carried ***Dr. Stine read the third reading**
- f. **Resolution 22-150** Third and final Reading to establish and amend Public Swimming Pool/Spa License Fees for the 2023 License Year, in accordance with Ohio Revised Code 3709.09 (*See Attached Exhibit A – Proposed Local Fees*) was approved upon a motion by Wendy Wiley with a second by Susan McMillen. Ayes: All Nays: None Motion Carried. ***Dr. Stine read the third reading**
- g. **Resolution 22-151** Third and final Reading to establish and amend Private Water System Permit Fees for the 2023 License Year, in accordance with Ohio Revised Code 3709.09 (*See Attached Exhibit A – Proposed Local Fees*) was approved upon a motion by Bernie Heffelbower with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried. ***Dr. Stine read the third reading**
- h. **Resolution 23-011** Third and final Reading to establish and amend fees for the Food Safety Program, in accordance with Ohio Revised Code 3709.09 (*See Attached Exhibit A – Proposed Fees*). This includes an expedited plan review fee of \$1,000.00 was approved upon a motion by Susan McMillen with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried. ***Dr. Stine read the third reading**
- i. **Resolution 23-012** Third and final Reading to establish and amend fees for the Food Safety Program, in accordance with Ohio Revised Code 3709.09 (*See Attached Exhibit A – Proposed Fees*). This includes a penalty fee of 25% for temporary food licenses, when applications are not submitted 10 days prior to an event. This late fee will be \$13.25 for commercial and \$6.62 for non-commercial, for the 2023 licensing period was approved upon a motion by Bernie Heffelbower with a second by Susan McMillen. Ayes: All Nays: None Motion Carried. ***Dr. Stine read the third Reading**

Adjournment:

Susan McMillen made a motion to adjourn the March 15, 2023, Carroll County General Health District Board meeting at 6:40 p.m. Ayes: All Nays: None Motion Carried.

The next meeting will be (Wednesday) April 19, 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