



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

**Carroll County General Health District  
Minutes of the Board of Health  
June 19, 2024**

**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 5:32 p.m.

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

**Staff Present:**

Kelly Morris, Health Commissioner  
Amy Campbell, Fiscal Officer  
Courtney Grossman, Director of Environmental Health  
Corinne Ren, Administrative Assistant & Registrar

**Absent:** Jessica Slater, Director of Nursing

**Media:**

No media

**Approval of Meeting Minutes:**

**Meeting Minutes:**

The minutes of the May 15, 2024, meeting was approved upon a motion by Wendy Wiley with a second by Susan McMillen. Ayes: All Nays: None – Motion carried.

**Health Commissioner's Report:**

- One Ohio Meeting – established a committee in Carroll County for planning for regional grant applications and to approve spending of local funds
- Presented to One Ohio Committee request to fund the substance use and violence prevention curriculum for K – 12.
- CCGHD will fund the training – scheduled for July 29<sup>th</sup> from the DFC and Youth Resiliency grants.
- Working on Data Visualization project with Temi – contract Epidemiologist
  - Mortality dashboard
  - Program evaluation for ACES and Safe Seniors
  - Substance use data – program evaluation

- Received Notice of Award from Enhanced Operations (COVID funds) for funding to complete renovations at the Health Department – remove carpeting and build offices in lower level. Remove carpeting and replace counters in upper level.
- Wrote Creating Healthy Communities Grant - \$120,000 – Competitive grant to increase physical activity and healthy eating.
- Working with Public Health Nursing Section of OPHA on advocacy for PHN funding for home visiting.
- Working with CMOR – contractor for the Community Health Assessment – Summit June 20, 2024.
- Secured contract for Elementary School Nurse.
- Meeting with United Way about County Emergency Assistance Funding.
- Attended Farm Bureau Policy Meeting.
- Working with BOC, Save22 on Veteran’s Wellness Center funding – working on phased approach.
- Working with community partners on process and systems changes to engage around mental health and youth resiliency.

**Division Reports:**

*\*All Division Reports can be found in the Carroll County General Health District Board of Health June 19, 2024, PowerPoint Presentation (Attached)*

**Office Administrator/Accreditation Coordinator:**

Office Administrator/Accreditation Coordinator report was presented by Amy Campbell, Office Administrator/Accreditation Coordinator

- Planning for and reminder of Community Health Assessment Summit on Thursday, June 20<sup>th</sup>, Malvern First Christian Church from 9:00 a.m. to 12:00 p.m.
- Worked with Lisa Winkler on the FY25 Injury Prevention Grant Application. Our allocation for 2025 is \$27,000.
- Attended the Radiological Training on June 4, 2024.
- Met with Ron Nuzzolillo from the Commissioner’s Office regarding the WPCLF program on June 3, 2024.
- Ohio Buckles Buckeyes Site Visit on June 7, 2024.
- Registered to attend Reaccreditation trainings on documentation preparation.
  - June 25<sup>th</sup> – Virtual with PHAB
  - July 15<sup>th</sup> – in person at Summit County Public Health

**Environmental Health Report:**

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

- May 20<sup>th</sup> – meeting with Erik Parker & Brianna – Arc GIS.
- June 1<sup>st</sup> – Vo Ash Lake HOA meeting regarding drinking water and sewer. EPA, ODH, Kelly, Brianna, & Tina were in attendance.
  - There were about 40 residents in attendance

- Radiological Training – Tina, Courtney, & Brianna attended from the Environmental Division.
- WPCLF meeting with Ron Nuzzolillo from the Commissioner’s Office.
- June 18<sup>th</sup> – Infectious Diseases in Appalachian Ohio Summit with Jessica – Athens, Ohio – Ohio University.
- Lunch and Learn on Tick Prevention.
- Inspected an unsafe living condition on a rental property in Center Township. Lead paint on the exterior of the home and bats in the attic and chimney.
  - They moved in the end of March and the daughter’s blood lead level was a 1, in May, her lead level was 1.6, now her lead level this month is 3.0.

**Public Health Nursing Report:**

The Public Health Nursing Report presented Jessica Slater, Nursing Director

- Coordinated Proclamation for Nation School Nurse Day with all School Nurses in Carroll County.
- Tonya, Doug, & Jessica attended the Ohio Public Health Nurse Section meeting.
- Kristen has been working with Community Partners on becoming Closed Points of Dispensing: (Centreville, St. Johns Villa, The Arbors, Golden Age Retreat, & Senior Suites Century Farms).
- EPI Food Borne Cases – In Person case investigations and providing education packet.
- Mental Health Education: Atwood – completed.
- Healthy Lifestyles Education: HMG Parent’s Group – completed; Atwood – completed.
- Wellness Pop-up Clinics: Golden Age Retreat – completed; JFS – completed.
- Radiological Training for Community Partners and CCGHD Staff – completed.
- Worked with Data Team on Mortality Dashboard. (*see chart*)

**Communicable Disease Report for May 2024**

- Covid 19 – 3
- Lyme – 13
- Gonococcal Infection – 2
- Streptococcal Group A – 1
- Hepatitis C – 1
- Streptococcus Pneumoniae – 1
- Chlamydia Infection – 4
- Campylobacteriosis – 1
- Salmonellosis – 1
- Hepatitis B - 1

**\*Carroll County had 0 Influenza-associated hospitalizations in May2024, with a total of 32 Influenza-associated hospitalizations in 2023 – 2024 season.**

## **Vital Statistics Report:**

Vital Statistics report presented by Corinne Ren, Registrar showing mortality data by cause of death monthly and YTD.

### **May 2024**

- Death Certificates Purchased – 79
- Birth Certificates Purchased – 33
- Deaths Filed - 11
- Total Deaths – 11

## **Continuing Education 1.0 hours – Vo Ash Lake the Relationship Between Sewage and Unsafe Drinking Water by Courtney Grossman.**

Dr. Stine, present; Susan McMillen, present; Bernie Heffelbower, present; Wendy Wiley, present; & Dan Trbovich, present.

## **Financial Report:**

Fiscal report presented by Amy Campbell, Office Administrator

*\*See General and Grant Fund Balances in the June 19, 2024, PowerPoint Presentation*

- a. **Resolution 24-052** approval of the May 2024 budget as presented (*Reference: May Budget Report*) was approved upon a motion by Dan Trbovich with a second from Bernie Heffelbower. Ayes: All Nays: None Motion Carried.
- b. **Resolution 24-053** to approve the payment of May 2024 expenses totaling \$140,497.68 (*Reference: May Expense Report*) was approved upon a motion by Susan McMillen with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried.
- c. **Resolution 24-054** to approve the following appropriation amendments to cover expenses: (*Reference: 3 Dated Appropriation Amendments*)
  - May 30, 2024, in the 25086 – Tobacco Fund
  - June 6, 2024, in the 25162 – Drug Free Communities Fund
  - June 19, 2024, in the 25080 – Septic FundWas approved upon a motion by Wendy Wiley with a second by Dan Trbovich. Ayes: All Nays: None Motion Carried.

## **New Business:**

- a. **Resolution 24-055** approval to ratify the Health Commissioner's approval of the following temporary variance permits that will allow the installation of private water wells that may be less than the required isolation distance from sewage treatment systems upon obtaining an acceptable water sample. With this approval the Board of Health approves waiving the \$100.00 temporary variance application fee. The addresses of the proposed wells that may not meet the isolation distances include:
  - 6622 Overlook Street, Carrollton, OH 44615

Was approved upon a motion by Bernie Heffelbower with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried.

**Additional Information:** New private water wells must maintain an isolation distance of 100 feet from leaching pits and 50 feet from septic tanks. It is unclear where certain septic components are located on neighboring parcels due to limited records at the CCGHD. Water wells need to be drilled to prevent Vo Ash from being under Ohio EPA's authority for a public water system. These variances will be per property and will be temporary until the property can tie into sanitary sewer. Variances may still be needed if setbacks can't be maintained from driveways, roadways, houses, etc. The sewer project is underway and should be completed in two years. The CCGHD would like to ask that the BOH waive the \$100.00 variance fee for these individuals.

- b. **Resolution 24-056** approval to ratify the signing of Memorandum of Understandings with the following agencies for them to be designated as a Closed Point of Dispensing (POD) site to support the dispensing of medical countermeasures in the event of a large scale/county-wide public health emergency

- Centreville Village
- St. John's Villa
- Golden Age Retreat
- Senior Suites Century Farms

was approved upon a motion by Wendy Wiley with a second by Dan Trbovich. Ayes: All Nays: None Motion carried.

**Additional Information:** Closed POD sites will dispense medications provided through the Strategic National Stockpile for prophylaxis of biological event to their staff, staff families or any residents and their families of the facility. This will reduce the number of county residents coming to the Open Points of Dispensing and more efficiently protect the population.

- c. **Resolution 24-057** approval to enter into an agreement with Temioluwa Ogundeyi for Epidemiological services for the period of August 1, 2024, through July 31, 2025, for \$25.00/hour not to exceed \$52,000 annually was approved upon a motion by Susan McMillen with a second by Bernie Heffelbower. Ayes: All Nays: None Motion Carried.

**Additional Information:** This is a renewal contract with Temi, in a shared agreement with the City of Kent paid for by the Enhanced Operations grant through the Ohio Department of Health.

- d. **Resolution 24-058** to approve an addendum to the existing agreement with June Shuster, RN entered into on July 11, 2023, to provide Environmental Health services that include private water well sampling and mosquito surveillance and grant program reporting was approved upon a motion by Dan Trbovich with a second by Susan McMillen. Ayes: All Nays: None Motion Carried.

**Additional Information:** June is a trusted independent contractor with diverse interests. She is available and willing to provide service to the Environmental Health Division and will allow us to use her for the seasonal mosquito program.

- e. **Resolution 24-059** approval to enter into an agreement with Carrollton Exempted Village School District to provide the Elementary School Nurse for school year 2024/2025 in the amount not to exceed \$76,000.00 was approved upon a motion by Susan McMillen with a second by Bernie Heffelbower. Ayes: All Nays: None Motion Carried.

**Additional Information:** This is the second year of the contract with CEVSD for elementary school nurse. The contracted amount was negotiated with the district's leadership and was increased to cover all the costs for the salary and fringe benefits for the position.

- f. **Resolution 24-060** Retroactive approval for the Health Commissioner to enter into an agreement with The Mendez Foundation to secure a date for an on-site training of the Too Good for Drugs curriculum an evidence-based curriculum for substance use and violence prevention in the K – 12 grades in the amount of \$5,500.00 was approved upon a motion by Wendy Wiley with a second by Susan McMillen. Ayes: All Nays: None Motion Carried.

**Additional Information:** The curriculum is being purchased through OneOhio funds. These are the Opioid Settlement dollars awarded to political subdivisions that signed on to the States class action lawsuit against the pharmaceutical companies. Th training will be paid for by the Drug Free Communities grant.

- g. **Resolution 24-061** approval to refund Ryan Lozier at 4334 Lunar Rd. NW Minerva in the amount of \$700.00 for the expense of locating and exposing the drywells on this property was approved upon a motion by Susan McMillen with a second by Wendy Wiley. Ayes: All Nays: None Motion Carried.

**\*Amending to say: not to exceed \$700.00 and we will not refund money until we see the bill and payment by the homeowner.**

**Additional Information:** When the Lozier's purchased the property in March 2023, and the Health Department conducted the Point-of-Sale Evaluation, the drywells were not exposed, and the REHS did not require them to be exposed. This is a requirement of our Point-of-Sale Evaluation Policy. A year later the owners are selling the property, an when our staff went out to do the Point-of-Sale Inspection, she noted the drywells were not exposed, the owners were upset that this was not addressed when they purchased the property in 2023. If this was done according to Health Department policy in 2023, they would not have to incur the cost now and are requesting the refund of the expense to uncover the septic components.

- h. **Resolution 24-062** Order by the Board of Health for the property owner, Joseph Asset Management Co., LLC, to abate the public health nuisance at 416 South Lisbon Street, Carrollton, OH 44615 in accordance with Ohio Revised Code 3703.01 caused by an infestation of bats living in the home (attic and chimney) as well as abatement of the exterior lead paint identified as chipping and flaking on the outside of the home (*See Report by Director of Environmental Health*) was approved upon a motion by Bernie Heffelbower with a second by Susan McMillen. Ayes: All Nays: None Motion Carried
- \*The renter would like it stated in a letter that it be a registered professional that does this abatement and not Joseph Asset Management's handy man/manager.**

**Additional Information:** The home at 416 South Lisbon St. is a rental property and the tenants have children ages 1 and 3. The risk for bats transmitting rabies is high as bat rabies is endemic in our area. The exterior chipped lead also puts the children at risk for childhood lead poisoning, the 3-year-old has seen her lead level increase since living there for 5 months.

- i. **Resolution 24-063** to approve the contract amendment to the Home Safety Evaluation Services Agreement between the Carroll County Board of Commissioners, Carroll County General Health District and Aultman Hospital, to extend the contract to the September 30, 2024 (*Amendment Attached*) was approved upon a motion by Wendy Wiley with a second by Dan Trbovich. Ayes: All Nays: None Motion Carried.

**Additional Information:** This is the program called Carroll County Safe Seniors that is funded by the Healthy Aging Grant through the Board of Commissioners office. The grant timeframe has been extended by the State Department of Aging to the end of September 2024 to process payments.


**Old Business:**


**Adjournment:**

Bernie Heffelbower made a motion to adjourn the June 19, 2024, Carroll County General Health District Board meeting at 7:01 p.m. Ayes: All Nays: None Motion Carried.

*The next meeting will be (Wednesday) July 17, 2024, at 5:30 p.m. at the Carroll County General Health District's lower level located at 301 Moody Ave. Carrollton.*

Respectfully submitted,

  
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Corinne L. Ren, Board Secretary

  
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Dr. W.S. Stine, Board President