

AGENDA
BOARD OF HEALTH
LAKE COUNTY GENERAL HEALTH DISTRICT
February 26, 2018

- 1.0 Call Meeting to Order, President Brian Katz
- 2.0 Opening of Meeting
 - 2.01 Declaration of Quorum
 - 2.02 Citizen's Remarks
 - 2.03 Certification of Delivery of Official Notices of Meeting
- 3.0 Board of Health
 - 3.01 Minutes, Regular Meeting January 22, 2018
- 4.0 Health District Staff Reports
 - 4.01 Clinical and Community Health Services Report
 - 4.01.01 Clinical & Community Health Services – Tara Perkins
 - 4.01.02 Health Promotion & Planning – Kathy Milo
 - 4.02 Environmental Health Report – Dan Lark
 - 4.03 Finance and HR Director– Adam Litke
 - 4.04 WIC Report – Cori Kitaura
 - 4.05 Health Commissioner's Report – Ron Graham
 - 4.06 Office of Health Policy and Performance Improvement- Christine Margalis and Matthew Nichols
- 5.0 Committee Meetings
 - 5.01 Finance Committee, Meeting Held January 29, 2018
- 6.0 Old Business
 - 6.01 Board of Health Tracking

7.0 New Business

7.01 Resolutions

7.01.01 Certification of Monies, Resolution 18-02-07-01-01-100

7.01.02 Increase/Decrease Appropriations, Resolution 18-02-07-01-02-100

7.02 Permission to Submit Capital Budget for Americans with Disability Act (ADA) Grant, \$325,000

7.03 Permission to Submit JUST RUN Lake County Grant, \$5,000

7.04 Permission to Accept Project Dawn Expansion Grant, \$14,250

7.05 Permission to Accept 2018 HIV Testing & Prevention Grant, \$20,500.00

7.06 Permission to Submit Project Dawn Grant, \$9,000

7.07 Permission to Re-Appointment of Dan Lark as Deputy Health Commissioner

7.08 Permission to Accept Opiate Prevention Capacity Building Grant, \$34,000

7.09 Permission to Accept 2018 Medical Reserve Corps Challenge Award Grant, \$7,500

7.10 Permission to Approve Variance Request for 10158 Quarry View Lane in Kirtland

7.11 Executive Session

8.0 Adjournment

1.0 Call to Order

The regular meeting of the Board of Health of the Lake County General Health District was called to order at 3:00 p.m. on Monday, February 26, 2018, by President Brian Katz. The meeting was held at the Lake County Health District offices located at 5966 Heisley Road, Mentor, Ohio.

2.0 Opening of Meeting

2.01 Declaration of Quorum

The following members were present constituting a quorum:

Roger Anderson	Rich Harvey	Randy Owoc
Tim Brennan	Nicole Jelovic	Jerry Ribelli
Dr. Alvin Brown	Brian Katz	Dr. Lynn Smith
Patricia Fowler	Patricia Murphy	Anthony Vitolo
Marc Garland		

Absent: Steve Karns

Minutes were recorded by Mariann Rusnak, Administrative Secretary/Registrar

Also present from the Health District staff:

Dr. Nora Colburn	Christine Margalis	Tara Perkins
Ron Graham	Kathy Milo	Mariann Rusnak
Dan Lark	Matthew Nichols	Tim Snell
Adam Litke	Dan Nicholson	

Also in attendance: Gianine (Nina) Germano, Lake County Prosecutor’s Office.

2.02 Citizens’ Remarks

There were no Citizens’ Remarks.

2.03 Certification of Delivery of Official Notices

Certification of delivery of the official notices of the regular meeting of the Board of Health on February 21, 2018, was made by Health Commissioner Ron Graham.

3.0 Board of Health

3.01 Approval of Minutes

Anthony Vitolo moved and Dr. Alvin Brown seconded a motion that the minutes of the January 22, 2018, Board of Health meeting be approved as written; motion carried.

4.0 Health District Staff Reports

4.01

Community Health Services

4.01. Division of Clinical and Community Health Services

4.01.01

Division Director's Report

The director continues to manage clinical services by assisting in the management and flow of operations; assisting with inventory management, providing staff support, and identifying new opportunities.

This month she met with the HIV nurse to ensure adequate grant management knowledge and support, participated in the Poverty Simulation and Service Village event at McKinley school in Willoughby, provided healthcare provider support for the Immunization Action Plan (IAP) grant, finalized the community education calendar with the community education nurse for the first half of the year, established additional flu clinics to accommodate the busy flu season, attended the Tri-County Housing Symposium as part of the Community Block Development Grant (CDGB), received surge net training, attended a human trafficking training, and participated in a successful Ebola drill provided her at Lake County General Health District (LCGHD).

4.01.02

Clinical Services Unit Report

4.01.01.02

Communicable and Environmental Disease Report

Communicable 2018	January	February	March	April	May	June	July	August	October	November	December	Total	2017 YTD
Disease Report													
Campylobacter	3												6
Chlamydia	56												48
Coccidioidomycosis	0												0
Cryptosporidiosis	0												0
Cyclosporiasis	0												0
E. Coli 0157:H7	1												0
Giardia	3												1
Gonorrhea	15												9
Haemophilus Influenza	1												0
Hepatitis B	0												1
Hepatitis C	9												16
Influenza-Hospitalized	100												24
Legionnaires Disease	1												0
Listeriosis	0												0
Lyme Disease	0												0
Malaria	0												0
Meningitis-aseptic/viral	0												0
Meningitis, Bacterial not Neisseria	0												0
Mumps	0												0
Mycobacterium Tuberculosis	0												0
Pertussis	2												0
Q-Fever	0												0
Rocky Mountain Spotted Fever	0												0
Salmonella	4												1
Shigellosis	1												2
Staph Aureus VRSA	0												0
Streptococcal Group A	4												1
Streptococcal Group B Newborn	0												0
Streptococcus Pneumonai	3												3
Syphilis	1												0
Varicella	0												0
TOTALS	213												112

New Born Home Visits

Five newborn visits were made in January 2018. Community referrals included: 2 Birthright, Help Me Grow, 3 Lactation support groups, and 2 WIC. An 18yo mom wrote on her evaluation: "Very helpful, I liked talking to someone about everything."

Human Immunodeficiency Virus (HIV) Testing

HIV Tests Performed		HIV Positive Tests	
Jan	YTD	Jan	YTD
8	8	0	0

IAP

The nurse completed one maximizing office based immunizations (MOBI), one teen immunization education session (TIES), and two Impact SIIS trainings. Impact SIIS is a statewide immunization registry provided by the Ohio Department of Health (ODH). The purpose of this registry is to consolidate immunization records, increase accessibility of immunization records, and manage vaccine inventory. This system is utilized by healthcare providers, school districts, health departments, and the state as an ongoing reference for immunization records.

CMH

There were 215 children active on the Treatment, Diagnostic, and Service Coordination programs of the Children with Medical Handicaps program in January. The Public Health nurse initiated services for two new families.

LEAD

In the month of January there were two Lake County children with blood lead levels in the 5-9ug/DL range. Two children had blood lead levels greater than 10ug/DL requiring a home inspection by the Ohio Department of Health lead inspector. The public Health nurse lead case manager will be accompanying the state lead investigator on a home inspection next month for one of these children.

4.01.02

Division of Health Promotion and Planning Unit Report

4.01.02.01

Division Director's Report

The Director submitted two grants to Lake County United Way, one for JUST RUN and one for Project Dawn. Since we received the Project Dawn Expansion grant from the Ohio Department of Health, the Director has been securing locations for clinics to take place in Geauga County and Ashtabula County and another location in Lake County.

The Director attended a focus group for “Seniors in Isolation in Lake County” through the Lake County Council on Aging. The Health District’s Food and Nutrition Program is a program that we are planning to expand to the homebound population in Lake County.

The Director participated in the Northeast Ohio Regional Functional Exercise *Ebola Strikes Back*. The Director was the Planner for the Exercise. Many items were noted to improve on the structure and the operations as a Planner and as a Health District. It was a very good experience for all who participated. A huge “thank you” to the evaluators who participated, Chief Harvey, Chief Powers from Wickliffe Fire Department, Mr. and Mrs. Nate Peters, and Julie O’Neil from Lake County Educational Service Center.

The Director was asked and interviewed to be a part of the Area Health Education Center (AHEC) Advisory Council through the Northeast Ohio Medical University.

The Director continues to attend meetings related to the programming of the Health Promotion Staff. The Director attended the Geauga County Police Chiefs Association meeting in January with the assigned Health Educator to the Geauga County Safe Communities. All programming is moving along nicely.

4.01.02.01

Program Manager’s Health Education Report

Emergency Preparedness

The Preparedness Specialist completed the Lake County Capabilities Planning Guide in accordance with the Public Health Emergency Preparedness (PHEP) grant. The Preparedness Specialist completed the PHEP Program Narrative, Attachments and Appendices required for the submission of the Fiscal Year 2019 PHEP grant. The Preparedness Specialist received approval for the following PHEP grant deliverables: 9.1 (Lake County Multi-Year Training and Exercise Plan [MYTEP]), 9.2 (MYTEP Schedule), 12.2 (Outbreak Status Worksheet), 13.1 (Draft Epidemiology Plan), 14.2 (Quarterly Epidemiologist Meeting), 15.1 (ODH 24/7 drill).

The Preparedness Specialist coordinated and participated in the Northeast Ohio Regional Functional Exercise *Ebola Strikes Back* in compliance with the PHEP grant. In addition to Lake County General Health District, participating agencies included Lake County Board of Health, Lake County Educational Service Center, Mentor Fire Department, and Wickliffe Fire Department. The Health District performed well and many important lessons were learned.

Meetings Attended: Northeast Ohio Metropolitan Medical Response System (NEOMMRS) Meta-Coalition meeting (January 5, 2018); Northeast Ohio Exercise Design Team Final Planning Meeting (January 5, 2018); BioWatch Public Information Officers’ Network Quarterly Meeting – Winter 2018 (January 11, 2018); Northeast Ohio Exercise Design Team Exercise Plan Meeting (January 17, 2018); CDC January Second Wednesday Webinar – DCIPHER (January 17, 2018); NEOMMRS PIO Workgroup Kickoff meeting (January 17, 2018); Northeast Ohio Regional Epidemiologist Meeting (January 19, 2018); Northeast Ohio Regional Public Health Partnership Meeting (January 19, 2018); Dry Run of the Northeast Ohio Public Information Officer Conference Call (January 22, 2018)

News Releases 2018	Date Released
Lake County General Health District Offering Project DAWN (Deaths Avoided With Naloxone) Clinic	January 3, 2018
Lake County General Health District Offering Two Family Flu Clinics	January 10, 2018
Don't Fumble – Tackle Drunk Driving Before the Clock Starts	January 31, 2018

Project -Deaths Avoided With Naloxone (DAWN)

The Health Educator hosted a Project DAWN clinic on January 10th that had 6 attendees present and an additionally 1 on 1 clinic for a community member who came in for a refill due to a life being saved due to Naloxone. Again, this month the Health Educator made a social media push reaching 4,410 people via Facebook and 2,385 people via Twitter. The end of the month was spent reaching out to local entities, trying to get more “group” clinics scheduled.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
# Kits Dist.	7											
Public	7											
LE	0											
Lives Saved	2 (1P, 1LE)											

Performance Management System Goals:

- Reduce the number of lives lost to unintentional opioid overdose
 - Number of kits distributed:7
 - Number of lives saved: 2
 - Number of local departments participating in program: 18

Medical Reserve Corps (MRC)

MRC coordinator and Marsha Hanley (volunteer) conducted the Matter of Balance at Mary Rose Estates in Willoughby on January 4, 10, 17, 18, 24, 25, 31, and February 1. Meetings attended: National Association of County and City Health Officials MRC workgroup (January 30, 2018).

Tobacco Youth

During the month of January, counter marketing for e-cigarettes/vaping took place. The Health Educator worked with the News Herald and AdTaxi to create an anti-vaping advertisement to be placed in the newspaper, on Facebook, on Instagram, and through an email blast.

The health educator had a meeting with Madison High School SADD group on January 25, 2018 for Stand recruitment.

The Health Educator had a youth member begin Point of Sale Audits on January 31st, 2018.

Tobacco Policy

The Health Educator is chairing the Tobacco Free Ohio Alliance (TFOA) for 2018 and attended the first quarterly meeting on January 9, 2018. The TFOA discusses tobacco issues around Ohio and what we can do to work to change policies and educate the public. Health Educator worked with coalition toward the Vape Escape counter marketing campaign which was to target youth to educate the community on the dangers of vaping. Health educator is working on the Healthy Living and Prevention workgroup to revise and update their policies on e-cigarettes and all tobacco products.

Health Educator was a presenter on a State wide webinar to discuss smoke free multi-unit housing for private owner complexes on January 24, 2017.

Meetings attended: ODH conference call (January 2, 2018), Lake Geauga Ashtabula Tobacco Prevention Coalition (January 8, 2018), Tobacco Free Ohio Alliance (January 9, 2018), ODH policy conference call (January 10, 2018), National Association of County and City Health Officials (NACCHO) workgroup call (January 16, 2018), Point Of Sale Audit training (January 26, 2018)

Safe Communities – Lake

The beginning of January was spent getting all information for the Lifesavers Conference together and approved by administration and OTSO. As well as completing the November/December expenditure report. The Health Educator hosted a Safe Communities meeting on January 17th where a lot of conversation started about the summertime events. Following that meeting, the rest of the month was spent planning for those big events such as the Click it or Ticket McDonald's Buckle Down and the Lake County Fair.

Safe Communities – Geauga

The beginning of January was spent getting all information for the Lifesavers Conference together and approved by administration and OTSO. As well as completing the November/December expenditure report. The Health Educator worked on building the Safe Communities Coalition, gathering information and planning the first Geauga County Safe Communities meeting to be held in early February. The end of the month was spent bringing awareness to drinking and driving around the time of the Super Bowl by distributing printed materials to local bars, restaurants, and liquor stores.

Project OPIATE

Unfortunately, the first week of January the pHARMING Effects training was cancelled due to a snow day in all three schools. The Health Educator made efforts to reschedule this in a timely manner. The training is rescheduled for February 2nd, 2018. The Health Educators sent updates to the project team periodically throughout the month. At the end of the month, the Health Educator met with her co coordinator to discuss the upcoming training.

JUST RUN

The Health District will be sponsoring a Fundraising Night at Chick-fil-A in Mentor on March 20, from 4 p.m. - 9 p.m. 10% of the profits will go directly to the JUST RUN Lake County program.

Maternal and Child Health

January was a busy month of planning for programs to begin. The Health Educator met with Painesville City Schools and The Greater Cleveland FoodBank to discuss the process for the weekend backpack program. All decided on calling the program “The Raider Pack”. On January 19th, 2018, the Health Educator attended orientation at Greater Cleveland Food Bank. The first order was placed on January 31st and implementation of the program will begin on February 7th, 2018 at the school location with Lake County General Health District helping to prepare/pack the bags to be ready for distribution.

The Health Educator met with daycare directors on January 24th, 2018. The Health Educator contacted child care centers in Lake County to begin recruiting for Ohio Healthy Programs.

Public Health Accreditation

The Marketing Committee met on January 3, 2018 to discuss the continuous updating of the Health District templates and Branding strategies. Templates will be created for the fax cover sheet, return address labels and a multi-page newsletter. The Accreditation Coordinator, Biostatistician and Preparedness Specialist also met to discuss improvements to the external Health District newsletter, the *Lake County Health Link*. The Style Guide will also be expanded.

Tara Perkins provided the following highlights for Clinical & Community Health Services:

- *There have been 9 flu deaths in Lake County for 2018. LCGHD still offers flu vaccinations at all of the clinics.*
- *March 21st is World TB day. Cherise Stabler will be promoting information about TB throughout the week.*

Kathy Milo provided the following highlights for Health Promotion & Planning:

- *An “Ebola Strikes Back” drill was performed in January. Several partners throughout the county participated in the drill. LCGHD will make improvements as needed.*
- *Two Health Educator’s Cathy Hewitt and Jessica Mc Carthy are being trained as Tobacco Education Specialist. They will be able to educate individuals and groups who want to quit smoking.*

Discussion:

Marc Garland asked what LE referred to in the Project DAWN. Kathy Milo stated it is Law Enforcement.

Patricia Fowler asked if we can track lives saved. Kathy Milo stated with the new form we will be able to collect lives saved, repeat kits, etc.

4.02

Environmental Health

4.02.01 **Division Director’s Report**

4.02.01.01

Updates and Special Topics

Over the past month, staff members have been participating with the Northeast Ohio Areawide Coordinating Agency in regional planning meetings. NOACA is a transportation and environmental planning agency that serves Cuyahoga, Geauga, Lake, Lorain and Medina counties. Staff is assisting in updating the 208 plan, specifically the household sewage treatment system section and storm water portion of the plan. A 208 plan is a requirement under Section 208 of the Clean Water Act requiring the identification of and a plan to address pollution problems. Ohio prepares these plans through the use of regional planning agencies. Participating in the planning process allows us to ensure the regional plan addresses the needs and conditions of Lake County.

Northeast Ohio Environmental Health Directors Forum

On February 5, Dan Lark participated in the NE Ohio Environmental Health Directors Forum meeting by conference call. This group represents the 37 EH directors in this quadrant of the state, and provides a platform for discussion of topics of common concern, such as rule and law changes, personnel management, fiscal management, and training. This networking opportunity was well received by the members and shows promise of promoting communication not only during organized meetings, but on an as-needed basis via email as concerns arise. At present, this group meets quarterly and the members will take turns hosting, chairing, and taking minutes. Topics for the past month were: Department of Agriculture survey methodology, animals in food facilities and temporary food at large events.

4.02.02 Air Pollution Control Programs

4.02.02.01 Unit Supervisor's Report

Air Pollution Control

On January 8th B. Mechenbier participated in the monthly Ohio Local Air Pollution Control Officers Association (OLAPCOA) conference call. The Ohio EPA discussion focused on the continuing saga of the federal budget. It was noted that any shutdown of the federal government would have very little if any impact on the State or local agencies. The State is still assessing the impact of any reduction of the PM 2.5 funding from the USEPA. The locals were reminded of the federal time keeping requirements. The Ohio EPA has petitioned the USEPA to remove Lake County from nonattainment status for the Sulfur Dioxide standard.

Air Pollution staff have been identifying potential new sites for the Fairport Harbor Particulate monitors. The Ohio EPA requested this move in the hopes of placing the monitors at ground level instead of the roof of the high school. This will bring the site into compliance with the Ohio EPA climbing guidance, which tries to eliminate any climbing.

Air Pollution staff picked up the Ozone calibrators from the Canton Air agency. They brought them back from Columbus and saved us half of a day in travel time. The calibrators will be placed in the field in February in anticipation of the March 1st start of the Ozone season.

4.02.03 General Environmental Health and Plumbing Programs

4.02.03.01 Unit Supervisor's Report

Swimming Pool Program

On March 1, 2018 Ohio Department of Health is scheduled to audit our swimming pool program. Eric Roberts from ODH will be here for 2 days to review files and conduct field audits with staff. The Ohio Dept. of Health audits this program annually.

Food Safety Program

February continues to be a busy month for the sanitarians working in the Food Safety Program. The licensing year runs from March 1st through February 28th, and all required inspections must be completed within this time frame. License applications for this program were mailed by the clerical staff at the end of January, and beginning February 1st, the 2018 licenses began to be issued. The EH clerks get a workout during this time, as they receipt money, process applications and issue licenses for over 1500 establishments. In addition, numerous phone calls are received to field licensing questions.

Food Safety Education

Due to a change in the State Food Code in 2016, operators of food services and establishments are now required to have at least one staff employee with Level II food training. In 2017 we trained 387 students during 15 Ohio Dept. Of Health approved classes. The ServSafe Manager Certification verifies that a manager or person-in-charge has sufficient food safety knowledge to protect the public from foodborne illness. Individuals that successfully pass at 75% the 90-question, multiple-choice exam will receive a ServSafe Manager Certification and wallet card. Each year multiple courses are offered to meet anticipated demand. In 2018 we have scheduled 8-10 additional ServSafe Level II classes due to the increased demand. The 2018 schedule has been established, flyers distributed, and the schedule is also posted on our web site. As always, if our programming does not meet demand, we will add extra courses as necessary and we anticipate the need.

FOOD SAFETY TASK FORCE meeting is scheduled for April 26, 2018. This meeting will provide the mentoring requirement per voluntary standards criteria. The meeting will cover Acidified Rice and Safe Sushi Handling. Ohio Department of Agriculture will be the presenter at the meeting.

Housing

Lake County Elder Interdisciplinary Team

C. Loxterman attended the January and February monthly meetings of the inter-disciplinary team hosted by JFS. This group addresses elder issues and specific cases that may be common to a few or several of the members. The participants represented a diverse group of agency representatives with interests and concerns of the senior population, including JFS, Laketran, Catholic Charities, Council on Aging, Lake County Commissioners, Beacon Health, Probate Court, 2-1-1, ADAMHS Board, and Lifeline. The group meets monthly on an as needed basis.

Plumbing

D. Nicholson provided 1 hour of training to the Plumbers Association at their monthly dinner meeting on January 11th. LCGHD hosted a meeting for all registered plumbers on January 26th. The focus was a review of state code changes that are now in effect and how they will impact inspections throughout the county.

4.02.04 **Vector-borne Disease Program**

4.02.04.01 **Unit Supervisor's Report**

Mosquito Control

No report at this time.

4.02.05 Water and Waste Programs

4.02.05.01 Unit Supervisor's Report

Storm Water

On January 10th K. Fink participated in the storm water seminar titled “Industrial Storm Water Management: Keeping up with Compliance.”

Topics of the seminar included:

- Identify permit requirements and the policy drivers of industrial storm water management.
- Understand the required elements, development, and implementation of a SWPPP.
- Explore the fundamentals of a storm water sampling plan, including monitoring and reporting.
- Learn how to develop and implement a Spill Prevention and Emergency Cleanup Plan at your facility.
- Identify the BMPs for industrial site management, including operational, structural, and treatment considerations.

K. Fink also attended the Initial Bi-Annual Transportation Storm Water Update and Information Sharing seminar on January 18th which was sponsored by the Ohio Storm Water Association. Objectives were to provide OSWA members and others with updates and information on current storm water policy, practices, procedures, standards and completed transportation research associated with storm water for those that work with roadway projects.

K. Fink wrote the following article for the City of Mentor newsletter:

Lake Erie Spring Cleaning

“Eventually the Lake Erie snow machine stops for the winter and we are anxious to get outside and clean up the yard on those warmer days. When doing yard work this spring, remember to keep storm water and our rivers and lakes clean by following a few tips.

When all those piles of snow melt, sweep up the left over salt, dirt, litter, and debris from the sidewalk and driveway. Do not let it all wash away with the next rainfall. If there is yard waste, leaves, and branches in your yard, properly dispose of the waste. Never dump waste at the banks of streams or in a storm sewer. This waste will clog the sewers and stream channels and is harmful to the fish and bugs living in the water. Remove any pet waste that was left behind from the winter to help reduce the amount of bacteria entering our waterways. High amounts of bacteria in Lake Erie can lead to beach closings due to unsafe swimming conditions.

Keep in mind, storm water does not flow to a wastewater treatment plant like the wastewater plumbed inside our homes. Anything that flows down a storm sewer at the street will wash directly to Lake Erie, untreated. That is why we all should do our part to keep our waterways and Lake Erie Clean!

For more information, contact the City of Mentor Building and Engineering Department at (440) 255-1100.”

Sewage Treatment

D. Sinclair and staff have continued to work on the next phase of the Operation and Maintenance program to be rolled out this spring. A Homeowners Operation and Maintenance Training class has been scheduled for February 24 at the Health District office. This training will allow residents to conduct an inspection of their own septic system. This type of training was held in October 2017 with 20 participants attending.

Solid Waste

C. Loxterman and A. Lustig conducted monthly comprehensive site inspection at the Lake County Solid Waste Facility on January 26, 2018. K. Fink and A. Lustig conducted quarterly infectious waste treatment facility inspections at Tri-Point and Lake West Hospitals on February 13, 2018.

Water Quality

No Report at this time

Sanitary Sewer Connection Status

As of December 10th there are 35 internal inspections needed to be conducted by the City of Willoughby Hills in order for the LCGHD to close out the files.

4.02.06 Board Action Status

Note: New entries are bold faced

Program	Name	Pol. Sub.	BOH Ref. Date	Status
Sewer Tie-In	Nagy	Willoughby Hills	1/22/13	Needs an internal inspection by City of Willoughby Hills

Dan Lark provided the following highlights:

- *Nothing new to report*

Discussion:

Anthony Vitolo asked about the food safety classes and if there was a fee. Dan Lark stated LCGHD has two different food safety training courses, Level One and ServSafe, both classes have a fee.

Marc Garland recommended that one of the Board of Health Education CEU's should be with Bert Mechenbier on Asbestos program.

4.03

Finance and HR Director's Report

4.03.01

Miscellaneous

1. 2017 Annual Financial Report for Ohio Department of Health has been submitted.
2. 2017 Financial Statements for the State audit have been completed and submitted.
3. District Advisory Council packets were email to subdivision contacts.
 - a. Follow up phone calls will also be made to ensure we have a quorum.
4. 2017 Year End Cost Analysis was completed and will be handed out at this meeting.
5. 2017 Carroll County Financial Statements for the State audit and Annual Financial Report for Ohio Department of Health have been completed and submitted.

4.03.02

Employment

1. Resignations
 - a. None
2. New Hires
 - a. None
3. Open Positions
 - a. WIC Director

Lake County General Health District
MONTHLY FINANCIAL REPORT

Jan-18

RECEIPTS	YTD	BUDGET	% RECD	YTD LESS BUDGET
Environmental Health Receipts	\$ 98,269	\$ 1,125,600	9%	\$ (1,027,331)
Public Health Nursing	\$ 3,538	\$ 56,500	6%	\$ (52,962)
Federal Grants	\$ 139,599	\$ 1,501,649	9%	\$ (1,362,050)
State Grants	\$ 66,649	\$ 476,250	14%	\$ (409,601)
Local Contracts	\$ 3,687	\$ 192,500	2%	\$ (188,813)
Vital Statistics	\$ 29,140	\$ 318,500	9%	\$ (289,361)
Miscellaneous	\$ 8,699	\$ 85,500	10%	\$ (76,801)
Tax Dollars	\$ -	\$ 2,644,052	0%	\$ (2,644,052)
Rental Income	\$ 4,153	\$ 64,000	6%	\$ (59,847)
Capital Improvement	\$ -	\$ -	#DIV/0!	\$ -
TOTAL RECEIPTS	\$ 353,734	\$ 6,464,551	5%	\$ (6,110,817)
Beginning Cash Balance	\$ 3,530,656	\$ 2,000,000	177%	\$ -
TOTAL - ALL FUNDS	\$ 3,884,389	\$ 8,464,551	46%	\$ (6,110,817)

DISBURSEMENTS				
Salaries	\$ 159,397	\$ 3,009,508	5%	\$ (2,850,111)
Fringe Benefits	\$ 25,366	\$ 1,212,809	2%	\$ (1,187,443)
Contract Services	\$ 1,363	\$ 279,310	0%	\$ (277,947)
Program Supplies, Marketing, Health Ed.	\$ 4,247	\$ 303,925	1%	\$ (299,678)
Office Supplies and Postage	\$ 698	\$ 111,836	1%	\$ (111,138)
Transportation and Travel	\$ 3,459	\$ 108,338	3%	\$ (104,879)
Building Expense	\$ 13,051	\$ 238,429	5%	\$ (225,378)
Equipment	\$ -	\$ 282,618	0%	\$ (282,618)
Returns	\$ 380	\$ 17,850	0%	\$ (17,470)
Operating Expenses	\$ 73,646	\$ 415,042	18%	\$ (341,396)
Grant Administration Cost	\$ -	\$ -	#DIV/0!	\$ -
Contingency	\$ -	\$ 250,000	0%	\$ (250,000)
Capital Improvement	\$ -	\$ 600,000	0%	\$ (600,000)
SUB TOTAL	\$ 281,607	\$ 6,829,665	4%	\$ (6,548,058)
Obligations from previous year	\$ 194,490	\$ 194,490	100%	\$ -
TOTAL DISBURSEMENTS	\$ 476,097	\$ 7,024,156	7%	\$ (6,548,058)
CARRYOVER	\$ 3,408,292	\$ 1,440,395	42%	\$ 1,967,897

		January	
Fund #	Fund Name	2018	2017
001	Health Payroll Reserve Fund	\$ 150,000.00	\$ -
002	Immunization Action Plan	\$ 35,851.86	\$ 22,210.43
003	Manufactrd Homes, Parks, Camps	\$ 600.00	\$ -
004	Water Systems	\$ 11,856.00	\$ 1,709.00
005	WIC	\$ 184,562.01	\$ 41,493.52
006	Swimming Pool	\$ 1,183.48	\$ 3,114.88
007	Board of Health	\$ 1,519,900.71	\$ 2,032,725.76
008	Vital Statistics	\$ 56,799.21	\$ 20,064.78
009	Tuberculosis Record Program	\$ -	\$ -
010	Food Service	\$ 52,413.23	\$ 39,451.87
011	Health Promotion and Planning	\$ 85,705.81	\$ 130,149.73
012	Health Budget Stabilization Fund	\$ 150,000.00	\$ -
013	Public Health Nursing	\$ 60,140.80	\$ 69,224.26
014	Air Pollution Control	\$ 51,677.95	\$ 12,963.17
015	Solid Waste Site	\$ 6,546.86	\$ 2,397.80
016	Help Me Grow	\$ -	\$ -
017	Public Health Infrastructure	\$ 121,014.90	\$ 104,567.34
018	Safe Community Program	\$ 34,145.89	\$ 31,574.63
019	Ryan White Title I	\$ -	\$ -
020	HIV Prevention Grant	\$ 17,734.61	\$ 25,457.86
021	Child and Family Health Services	\$ 63,230.88	\$ 63,543.50
022	Family Children First Council	\$ -	\$ -
023	Sewage Treatment Systems	\$ 83,296.10	\$ 19,381.15
024	Dental Sealant	\$ -	\$ -
025	Carol White Grant	\$ 2,486.23	\$ 238,764.09
026	Permanent Improvement	\$ 585,465.42	\$ 377,621.38
027	FDA Food Service	\$ 33,187.31	\$ 36,431.42
028	Tobacco Use Prevent & Cessation	\$ 98,383.24	\$ -
997	AFLAX/Voya	\$ 2,109.63	\$ 2,741.58
Total Cash		\$ 3,408,292	\$ 3,275,588

Footnote – The Board of Health Fund (General Fund) decreased by 25% from January 31st of 2017 to January 31st of 2018. This decrease is due primarily to the transfer of funds from the Board of Health Fund (General Fund) to funds 001 (Health Payroll Reserve Fund), 012 (Health Budget Stabilization Fund), and 026 (Permanent Improvement). These transfers were necessary to properly plan for upcoming and known expenses of the Health District. Another, but lesser reason, for the decrease in overall balance of the Board of Health Fund is the continued improvements made to the new Health District building.

Adam Litke provided the following highlights:

- The footnote on the 2017/2018 cash balance report is due to the transfer of funds from the General fund to the Budget Stabilization and Payroll Reserve funds. Funds were also recently transferred to the Capital Improvement fund. These transfers are the primary reason for decrease in the general fund balance.*
- A cost analysis report for 2017 was distributed. Any questions please contact Adam.*

Discussion:

Anthony Vitolo asked if the vehicles have been purchased. Adam Litke stated they are on order. Nicole Jelovic asked how the consulting was going. Adam stated that Carroll County is trying to do some items in house and we are assisting them with that work.

4.04

WIC Director

4.04.01

Unit Supervisor's Report

Nutrition Education

Group classes this month included Infant Feeding which was led by our Breastfeeding Peer Helpers in each clinic. WIC staff also has been planning nutrition classes to offer for the remainder of 2018.

Breastfeeding Updates

No updates to report at this time.

Highlights

State WIC Updates:

With a rewrite of the WIC Certification System, local WIC projects will be purchasing new computers. State WIC will be reallocating funds for this IT purchase during 2nd quarter. Tim Snell and WIC management will be working closely on this big transition.

Clinic Caseload January:

CLINIC	FY18 Assigned Caseload	Caseload	% Caseload	% Assigned Caseload
Central	1,630	1,405	43%	86%
Willoughby	1,250	1,045	32%	84%
Madison	400	343	10%	86%
Geauga	588	491	15%	84%
TOTAL CASELOAD	3,868	3,284		85%

Clinic Activity January:

Activity	Scheduled	Attended	Show Rate %
Re-certifications	659	687	78%
Certifications	267	222	83%
Individual Educations	373	286	77%
Group Educations	363	283	77%
High Risk Clients	169	124	73%
Average show rates			78%

Ron Graham provided the following highlights in Cori Kitaura absence:

- *Continue to seek a WIC Director. The State will allow a registered nurse to fill the WIC Director position with their approval. A potential candidate will be interviewed on Friday, March 2nd.*

4.05

Health Commissioner's Report

4.05.01 **District Advisory Council**

This is a reminder that the **2018 LCGHD District Advisory Council (DAC)** meeting will be held on **Monday, March 5, 2018**. The meeting will begin at 6:30 p.m. Refreshments will be available at 6:00 p.m. The meeting will be held **at LCGHD, 5966 Heisley Rd., Mentor**. The DAC is made up of representatives from the Board of County Commissioners and each village and township within the Health District. Representatives from the nine contracting cities are also invited to attend the meeting. The purpose of the meeting is to hear the Annual Report and make recommendations to the Board of Health. Each year the townships and villages are also given an opportunity to comment on the ensuing year's proposed budget.

4.05.02 **Annual Financial Report**

Pursuant to [Ohio Administrative Code 3701-36-03](#), the annual financial report application and submission of biannual Performance Improvement Standards are due by March 1st. Local health departments will meet the minimum requirements to receive state subsidy by: completing and submitting their reports on time, attending the required public health conferences, maintaining the appropriate administrative leadership, providing public health education services, board of health members meeting continuing education requirements, and showing the minimum \$3.00 per capita expensed in local public health funds.

In addition, [Ohio Administrative Code 3701-36-05](#) requires the submission of Quality Indicator information and improvement standards by March 1st via the Ohio Profile and Performance Database (OPPD).

Additionally, we would encourage all local health departments that have completed Strategic Plans, Community Health Assessments, Community Health Improvement Plans, and Annual Reports to upload these documents in 2018 and throughout the year as they are completed to ensure that database is as up-to-date as possible.

4.05.03 Quality Indicators Reporting Guidance 2018

This document is intended to provide guidance to local health districts on each quality indicator including the method of reporting, general expectations and additional resources.

- 1) Access to birth and death records: measured by the access and usage of the secure Ohio public health information warehouse

The Ohio Department of Health will create a report for all local health departments that have access to the secure data warehouse for annual reporting period ending June 30. The general expectation is at least one staff member access the data warehouse annually by logging into the application via the ODH Application Gateway. No additional reporting is required from local health departments.

- 2) Communicable disease control:
 - a. Measured by meeting the median number of days between date of diagnosis and report to the health department in the Ohio disease reporting system (ODRS) for the following reportable infectious diseases:
 - i. Campylobacteriosis;
 - ii. Cryptosporidiosis;
 - iii. E. coli O157:H7 and shiga toxin-producing (STEC) E. coli;
 - iv. Giardiasis;
 - v. Influenza-associated hospitalization;
 - vi. Legionnaires' disease;
 - vii. Pertussis;
 - viii. Salmonellosis; and
 - ix. Shigellosis

The Ohio Department of Health will utilize data from the Ohio Disease Reporting System (ODRS) to create a report summarizing timeliness data for each of these reportable diseases for all local health departments for annual reporting period ending June 30. The general expectation is for local health departments to work towards reducing the number of days between the dates of diagnosis and reporting. ODH recognizes the limitation using the diagnosis date as the "start date" given an inability to control activity between the diagnosis dates and date the provider/lab reports in ODRS. No additional reporting is required from local health departments.

b. Measured by increasing the per cent completeness for the following reportable infectious diseases in the Ohio disease reporting system by age, race, ethnicity, and gender:

- i. Campylobacteriosis;
- ii. Cryptosporidiosis;
- iii. E. coli O157:H7 and shiga toxin-producing (STEC) E. coli;
- iv. Giardiasis;
- v. Influenza-associated hospitalization;
- vi. Legionnaires' disease;
- vii. Pertussis;
- viii. Salmonellosis; and
- ix. Shigellosis

The Ohio Department of Health will utilize data from the Ohio Disease Reporting System (ODRS) to create a report summarizing completeness data for each of these reportable diseases for all local health departments for annual reporting period ending June 30. The general expectation is for local health departments to work towards improving the percent completeness of the stated demographic information. An enhancement is planned to the Ohio Disease Reporting System (ODRS) for local health departments to indicate if an individual refused to disclose race or ethnicity. No additional reporting is required from local health departments.

- 3) Community engagement: measured by reporting engagement with the community (clinical and non-clinical) about policies and/or strategies that will promote the public's health

Local health departments will use Ohio's Health Department Profile and Performance Database (OPPD) via the ODH Application Gateway to report this progress on the indicator. In the OPPD, select the Improvement Standards application and upload a Quality Indicator example in Standard 4.2. Pursuant to PHAB guidance, the general expectation is the health department document engagement in the community to develop a policy, program or intervention that will positively affect a priority or targeted health issue.

- 4) Emergency preparedness: measured by the ability to receive and respond to an emergency preparedness twenty-four hours per day, seven days per week on-call drill initiated by the department of health within one hour

The Ohio Department of Health will create an annual report depicting the status of all local health departments in meeting the indicator for annual reporting period ending June 30. The report will include the results from two (2) on-call drills initiated by ODH for the reporting period as conducted by the Bureau of Health Preparedness. If you uploaded your emergency plans into the OPPD No additional reporting is required from local health departments.

- 5) Environmental health services: measured by meeting the annual required inspection frequency and providing verification of registered sanitarian/sanitarian in training conducting inspections for food safety, public swimming pools and campground programs

Local health departments will use Ohio's Health Department Profile and Performance Database (OPPD) via the ODH Application Gateway to report on this indicator. In the OPPD, select the Improvement Standards application and upload a Quality Indicator example in Standard 6.3. The submission should include a summary description attesting the local health department is meeting inspection frequencies as established in corresponding laws and rules and an attachment of a PDF copy of all employee RS credentials certifications.

- 6) Epidemiology: measured by demonstrating one full-time equivalent epidemiologist per three hundred thousand population

The Ohio Department of Health will make a determination of the full-time equivalent epidemiologist(s) necessary based on the population of each jurisdiction as identified in the last census. Local health departments should report the number of full-time equivalent epidemiologist(s) in the Annual Financial Report staffing section.

- 7) Health promotion and prevention- chronic disease:
a. Measured by the reporting of at least one evidence-based tobacco prevention or control intervention

Local health departments will use Ohio's Health Department Profile and Performance Database (OPPD) via the ODH Application Gateway to report on this indicator. In the OPPD, select the Improvement Standards application and upload a Quality Indicator example in Standard 10.1. Pursuant to PHAB guidance, the expectation is to identify and use the best available evidence for making informed public health practice decisions. Interventions should be consistent with the objectives in Ohio's Plan to Prevent and Reduce Chronic Disease.

- b. Measured by the reporting of at least one evidence-based healthy eating and/or active living intervention for children birth to eighteen years

Local health departments will use Ohio's Health Department Profile and Performance Database (OPPD) via the ODH Application Gateway to report on this indicator. In the OPPD, select the Improvement Standards application and upload a Quality Indicator example in Standard 10.1. Pursuant to PHAB guidance, the expectation is to identify and use the best available evidence for making informed public health practice decisions. Interventions should be consistent with the objectives in Ohio's Plan to Prevent and Reduce Chronic Disease.

8) Health promotion and prevention- injury prevention: measured by the reporting of at least one evidence-based injury prevention intervention Local health departments will use Ohio's Health Department Profile and Performance Database (OPPD) via the ODH Application Gateway to report on this indicator. In the OPPD, select the Improvement Standards application and upload a Quality Indicator example in Standard 3.1. Pursuant to PHAB guidance, the expectation is to assess the health department's dissemination of accurate information to the populations that it serves concerning health risks, health behaviors, disease prevention, and wellness approaches.

9) Health promotion and prevention- infant mortality/preterm birth prevention: measured by the infant mortality rate by race.

The Ohio Department of Health will publish annual (calendar year) infant mortality rates by race for the state. The infant mortality rate is the number of babies who died prior to their first birthday, per 1,000 live births. Rates will be publicly reported by race for six (6) perinatal regions as outlined in Appendix A. Jurisdiction level rates will be published when the rate is considered reliable, defined as greater than 20 infant deaths per jurisdiction within the calendar year. No additional reporting is required from local health departments.

10) Immunizations: measured by increasing the percentage of children entering kindergarten who are fully vaccinated

The Ohio Department of Health will create a statewide annual report for kindergarten readiness. Ohio Revised Code section 3313.671 requires that schools report immunization status of kindergarten pupils to the Ohio Department of Health by October 15 of each year. Data submitted by the schools will be entered into the ODH secure data warehouse and organized by local health department jurisdiction. Rates will not be applied for each local health department jurisdiction. Alternatively, local health departments may monitor the percentage of children fully vaccinated in their communities via the data warehouse. Local health departments are encouraged to continue efforts to partner with school districts to increase vaccination rates through collaboration, education, outreach, and reporting efforts. No additional reporting is required from local health departments.

11) Information management and analysis: measured by expanding the use of electronic data management system(s) in the administration of public health programs (e.g., clinical, environmental and/or administration)

Local health departments will use Ohio’s Health Department Profile and Performance Database (OPPD) via the ODH Application Gateway to report evidence of expanding use of electronic data management system(s). In the OPPD, select the Improvement Standards application and upload a Quality Indicator example in Standard 11.1. Pursuant to PHAB guidance the expectation is to assess the health department’s capacity and capability to store, manage, protect, and utilize electronic information and data in order to provide relevant information for operational efficiency and informed decision making.

- 12) Linking people to health services: measured by the participation in the Medicaid Administrative Claiming program to promote access to healthcare

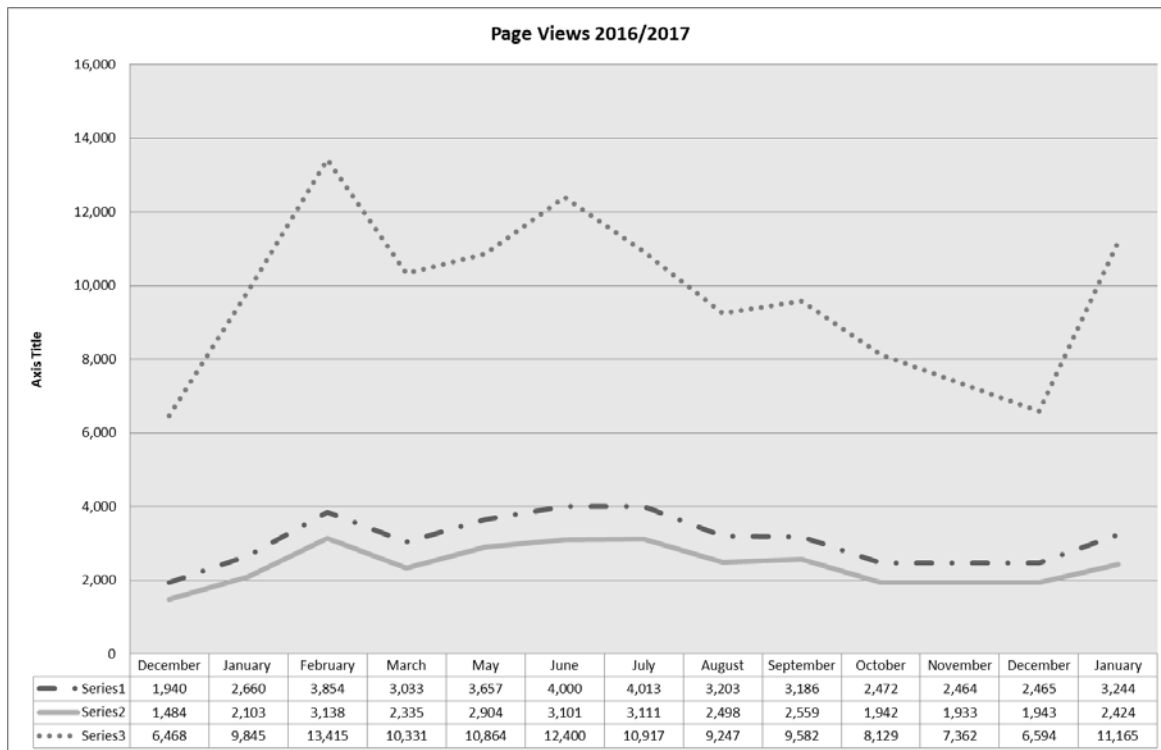
The Ohio Department of Health will create a report of local health departments participating in the Medicaid Administrative Claiming program for annual reporting period ending June 30. The general expectation is at least one claiming unit has submitted a claim during the reporting year. No additional reporting is required from local health departments.

4.05.04 Vital Statistics Sales and Services Rendered

	January	YTD	Same Period 2017
Birth Certificates Issued	307	307	381
Birth Certificates -Out of County	154	154	246
Death Certificates Issued	918	918	739
Fetal Death Certificates Issued			0
Burial Permits Issued	70	70	61
Birth Certificates Filed	141	141	94
Death Certificates Filed	154	154	172
Fetal Death Certificates Filed	1	1	0

4.05.05

Web Site Report



Ron Graham provided the following highlights:

- *The new LCGHD signage along the private drive has been installed.*
- *Potentially we may receive \$34,000 for Opiate Prevention project. Matt Nichols and contractor Judy Moran assisted with this grant. Currently working with the legal department to access medical records. We will establish an Overdose Review Board, create a community response plan, and have a physician to establish a reporting system on narcotics in their clinical health records.*
- *Meetings have been scheduled with University Hospital and Cleveland Clinic to review the community health needs assessment. We have met with Lake Health.*
- *Annual financial report was submitted on time.*
- *Attended several networking venues – Painesville State of the City, Legislative Breakfast, Narcotic Agency and will be attending the City of Mentor’s State of the City tomorrow. Leadership will continue to meet with community partners.*
- *Conference call next week with the Ohio Department of Health Director regarding methodology proposal for mandated Community Health Assessment.*

4.06

Office of Health Policy and Performance Improvement

4.06.01

Quality Assurance and Special Projects Coordinator

ACHIEVE Wellness met on January 24th to discuss strategies selected by its three workgroups (Maternal & Infant Health, Chronic Disease and Mental Health & Addiction) for inclusion as part of the revised 2015-2019 Community Health Improvement Plan (CHIP).

Strategies identified for implementation over the next two years are:

Priority Areas Impacted			
Strategy	Mental Health & Addiction	Chronic Disease	Maternal & Infant Health
Conduct a Comprehensive Youth Substance Use Assessment	✓		
Support Diabetes Prevention Program		✓	
Increase Breastfeeding Support at Birth Facilities			✓
Increase Smoke-Free Policies	✓	✓	✓
Implement Parents as Teachers (PAT) Curriculum in Early Childhood Home-Visiting Program	✓	✓	✓
Increase Utilization of WIC Farmer's Market Program	✓	✓	✓

Work plan for the selected strategies are being finalized and incorporated into the revised CHIP. ACHIEVE Wellness will meet again as a full committee on April 25th and approve the revised CHIP document. Moving forward, workgroups will select their own meeting structure with the full group meeting quarterly for strategy updates.

Matthew Nichols and Christine Margalis attended LeanOhio Bootcamp: Transforming the Public Sector on January 30th, 31st and February 6th and 7th. Twenty-four local health department employees representing Ashtabula City, Ashtabula County, Canton City, Conneaut City, Cuyahoga Board of Health, Geauga County, Holmes County, Kent City, Lake County, Medina County, Portage County, Tuscarawas County, Trumbull County and Youngstown City attended free of charge thanks to LCGHD's regional training application as part of Ohio Department of Health's Training and Technical Assistance Program.

Training topics included:

- Plan, Do, Check, Act (PDCA)
- A3 Method for Improvement Project Selection and Scoping
- Suppliers, Inputs Process, Outputs, Customer (SIPOC)
- Process Mapping
- Waste
- Data Collection and Display
- Standard Work and Batching
- 5S
- Poka-Yoke
- Team Dynamics
- Visual Management
- Change Management

Staff are ready to put new skills learned to work and begin improving LCGHD processes and procedures.

Christine provided the following highlights:

- *All LCGHD staff will attend an educational training on Operations Resolve which is part of the Opiate project. LCGHD works with Leadership Lake County and the ADAMHS Board to educate front line staff in businesses throughout the County on drug abuse and addiction.*

4.06.02

Planning, Research, and Policy Coordinator

Matthew Nichols met with Jim Branch of the Lake County GIS Department, in order to discuss mechanisms for future GIS collaboration, and met with Paul Palagyi of Lake Metroparks, and Trishna Desai of Cleveland Metroparks, respectively, to discuss a potential GIS-based free physical activity access point project. The LCGHD Strategic Plan was heavily revised by both Matthew Nichols and Christine Margalis during the month of January, and significant revisions were provided by Matthew Nichols to the 2016 Legionella Report, Geauga CHIP document, LCGHD Community Newsletter, and the Association of Ohio Health Commissioners 2018 Policy Platform.

Matthew Nichols and Ron Graham also met with Ron Walters of the Lake County Sheriff's Office, in order to discuss LCGHD access to opioid overdose data, and Matthew Nichols, Christine Margalis, and Ron Graham attended the Lake County Opiate Task Force meeting on January 4th; continued dialogue with Lakeland Community College regarding the construction of a regional data warehouse also took place on January 4th. A nonrelated, potential partnership with Kent State University was identified during this time by Matthew Nichols and Ron Graham, and discussion of this partnership occurred throughout the month of January, and continues presently.

The first of four ODH grant applications, *Moms Quit for Two*, managed by LCGHD on behalf of Trumbull County Combined Health District, was submitted on January 22nd, and the formulation of an application for AstraZeneca Healthcare Foundation's *Connections for Cardiovascular Health* grant was initiated on January 25th by Matthew Nichols, Ron Graham, Christine Margalis, Tara Perkins, Kathy Milo, and Mariann Rusnak. As mentioned in Section 4.06.01, both Matthew Nichols and Christine Margalis attended the LeanOhio Bootcamp: Transforming the Public Sector, hosted by Cleveland State University, on January 30th and 31st, and February 6th and 7th. Matthew Nichols also joined Ron Graham and Christine Margalis at the ACHIEVE Wellness meeting on January 24.

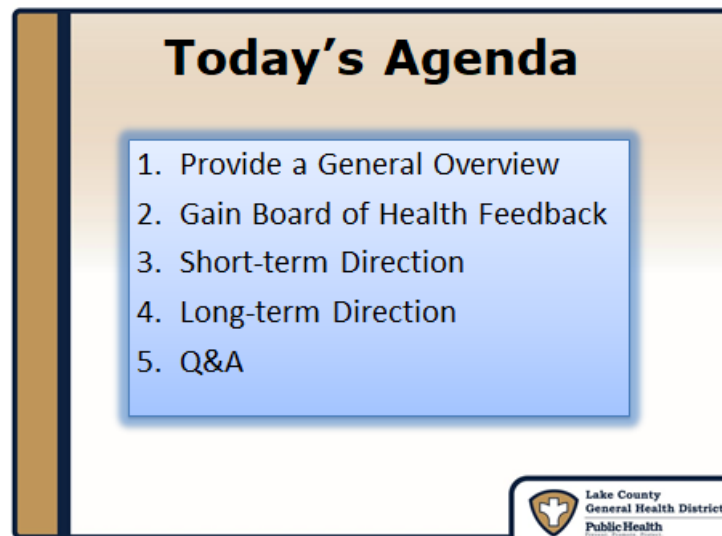
Matthew provided the following highlights:

- *Currently writing for a \$150,000 AstraZeneca grant for Connections for Cardiovascular Health. LCGHD would collaborate with Lake County YMCA and Lake Health.*
- *Met with Doug Rohde of the Lake County Crime Lab to review drug seizure data and our drug overdose data.*
- *Ron and Matt met with the Dean of College of Public Health at Kent State to establish a partnership between the two agencies.*

4.06.03

Board of Health Education- Strategic Plan 2018-2020

Health Commissioner Ron H Graham began the overview of the draft Lake County General Health District Strategic Plan for the 2018 – 2020 approximately 3:25.



The Strategic Plan is reviewed and updated every 3 years. All employees were sent a survey to complete to provide input in the development of the Strategic Plan. The Executive Team reviewed the results of the survey and developed the draft plan. A draft report was distributed to the Board of Health to review and provide feedback. In this presentation the Board can vote on a few potential areas that they believe is an important direction for the agency. The Strategic Planning Committee will need to recruit a couple more Board of Health members. Currently Rich Harvey and Nicole Jelovic sit on this committee. The Strategic Planning Committee will present a final plan to the Board to for approval.




1. Maintain a Competent Public Health Workforce

Recruit Qualified Staff	Retain Qualified Staff
Improve Staff Morale	Improve Capacity to Respond to Public Health Emergencies

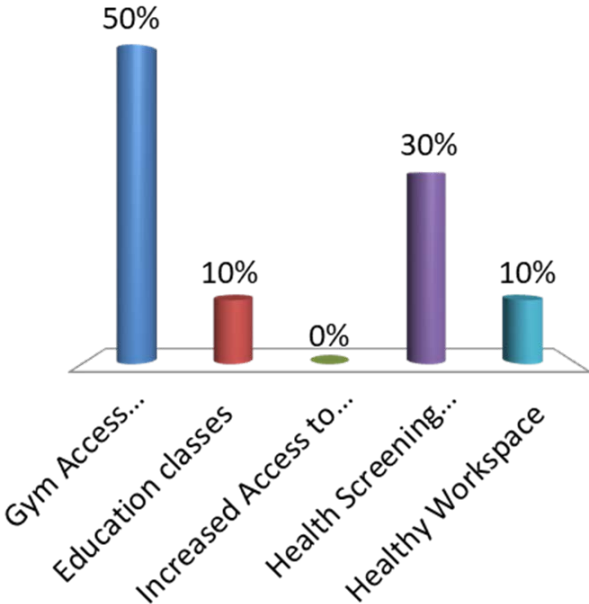
A slide titled "1. Maintain a Competent Public Health Workforce" containing four blue boxes with white text: "Recruit Qualified Staff", "Retain Qualified Staff", "Improve Staff Morale", and "Improve Capacity to Respond to Public Health Emergencies". The Lake County General Health District Public Health logo is in the bottom right corner.

Wellness Program Options

- A. Gym Access Reimbursement
- B. Education classes
- C. Increased Access to Healthy Foods
- D. Health Screening Incentives
- E. Healthy Workspace




The Board voted on the Wellness Program Options for health district staff. The results are below:



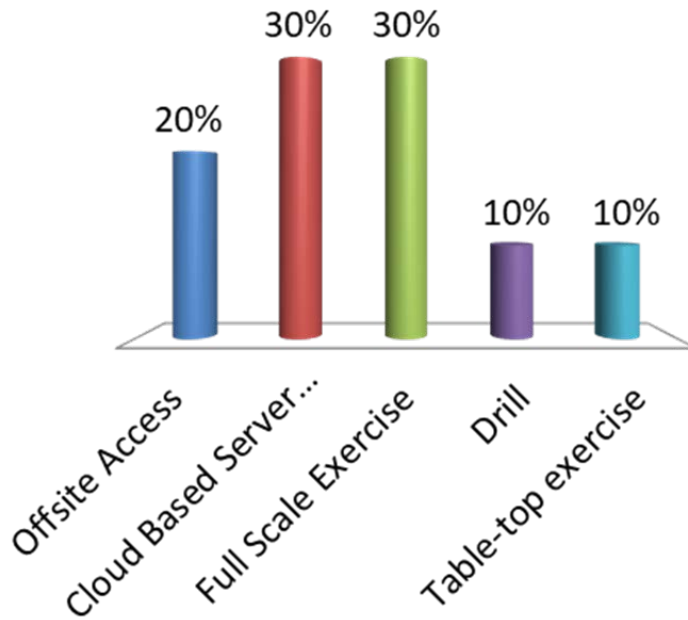
Continuity of Operations

- A. Offsite Access
- B. Cloud Based Server Back-up
- C. Full Scale Exercise
- D. Drill
- E. Table-top exercise



Lake County
General Health District
Public Health

The Board voted on Continuity of Operations. The results from the Board are:



2. Enhance Ability to Collect, Analyze, and Disseminate Data

Create a LCGHD
Data
Warehouse

Create GIS
Infrastructure

Broaden
Program
Evaluation

Improve LCGHD
Website
Functionality

Internal
Environmental
Sample Analysis



Lake County
General Health District
Public Health

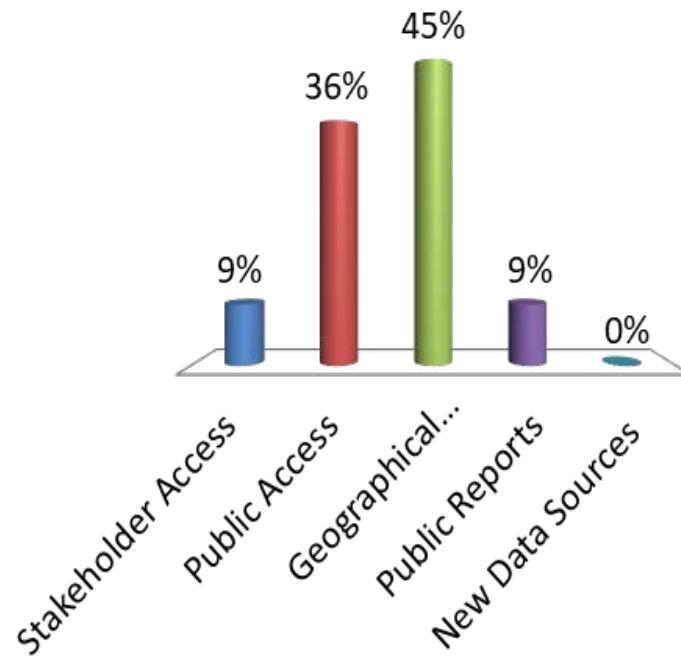
Health Data Utilization

- A. Stakeholder Access
- B. Public Access
- C. Geographical Information Systems
- D. Public Reports
- E. New Data Sources



Lake County
General Health District
Public Health

The Board voted on Health Data Utilization. The results were:

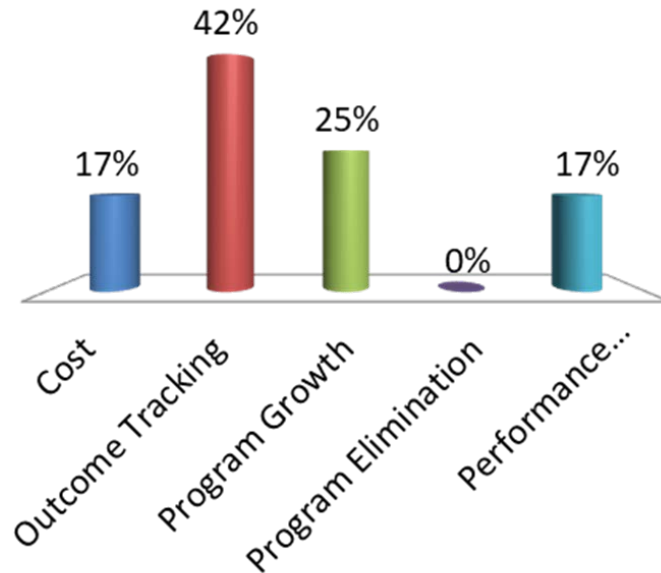


Program Evaluation

- A. Cost
- B. Outcome Tracking
- C. Program Growth
- D. Program Elimination
- E. Performance Management



The Board voted on Program Evaluation. The results were:



3. Maintain a Sustainable Health District

- Develop a Facilities Management/Capital Improvement Plan
- Develop a Sustainable Succession Plan for Key Staff Members
- Implement Financial Software System
- Explore Reimbursable Public Health Services

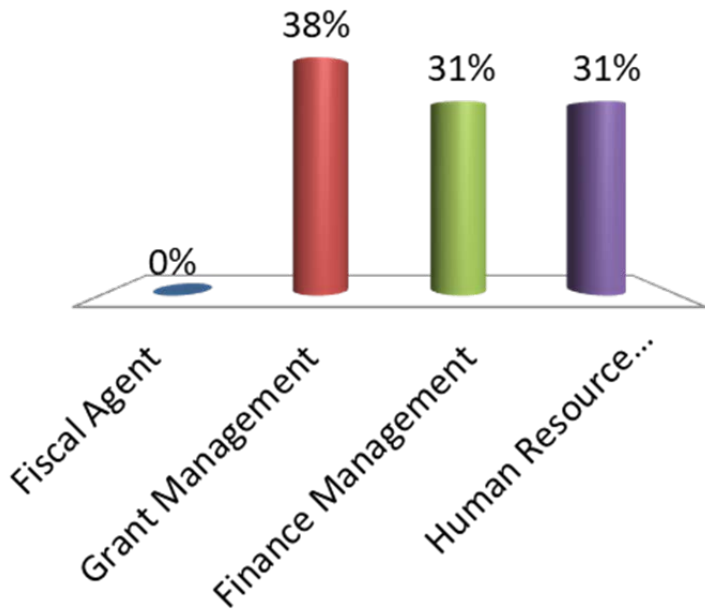
The logo for Lake County General Health District Public Health, featuring a shield with a cross and the text "Lake County General Health District Public Health".

Shared Services

- A. Fiscal Agent
- B. Grant Management
- C. Finance Management
- D. Human Resource Management



The Board voted on Shared Services and the results are below:



Improve Health Outcomes for Lake County Residents

Increase Use of Evidence-Based Practices

Educate on Health in All Policies Approach

Enact Policy, System, and Environmental Changes

Synchronize the CHA/CHNA and CHIP/IS



Lake County
General Health District
Public Health
Prevent. Promote. Protect.

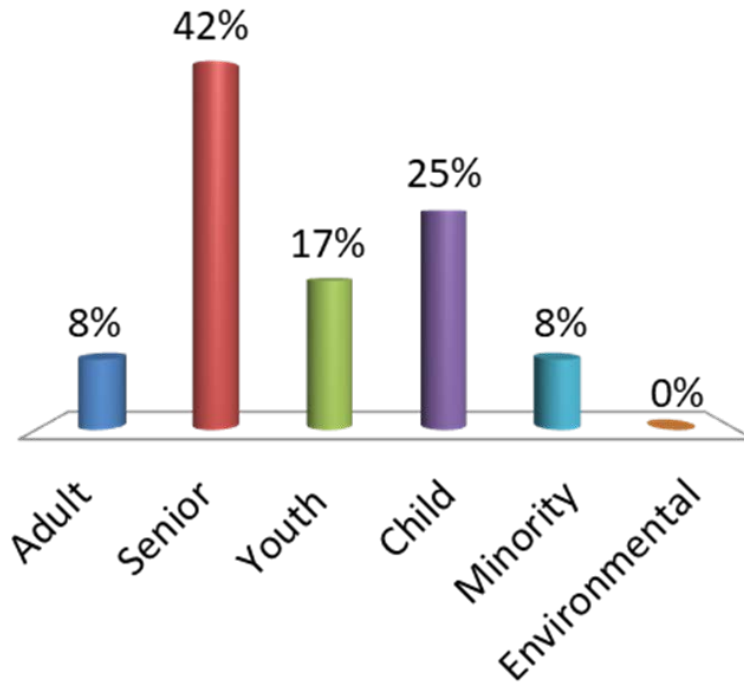
Community Health Assessments

- A. Adult
- B. Senior
- C. Youth
- D. Child
- E. Minority
- F. Environmental




Lake County
General Health District
Public Health
Prevent. Promote. Protect.

The Board voted on the important areas of a Community Health Assessments. The results were:

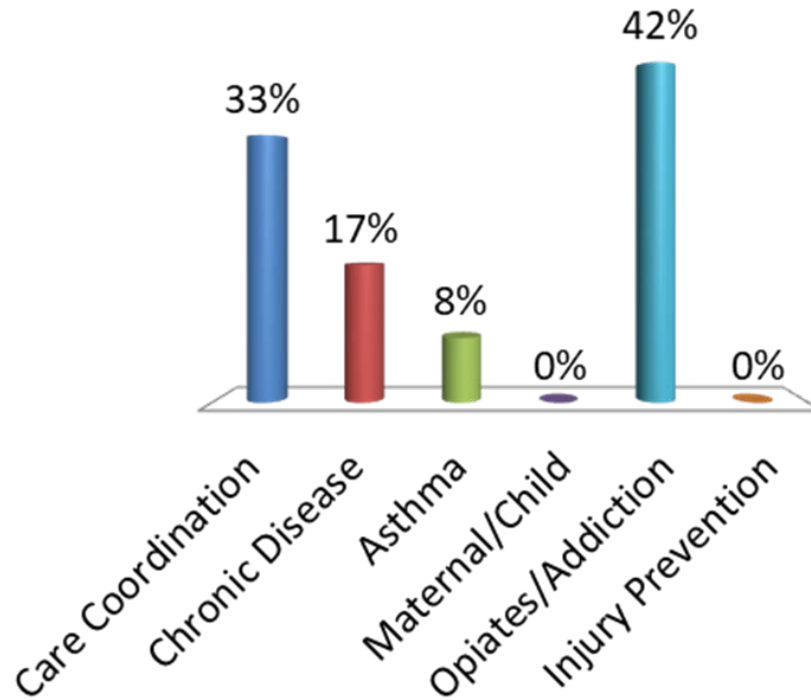


Evidenced Based Programs

- A. Care Coordination
- B. Chronic Disease
- C. Asthma
- D. Maternal/Child
- E. Opiates/Addiction
- F. Injury Prevention



The Board voted on Evidenced Based programs. The results were:



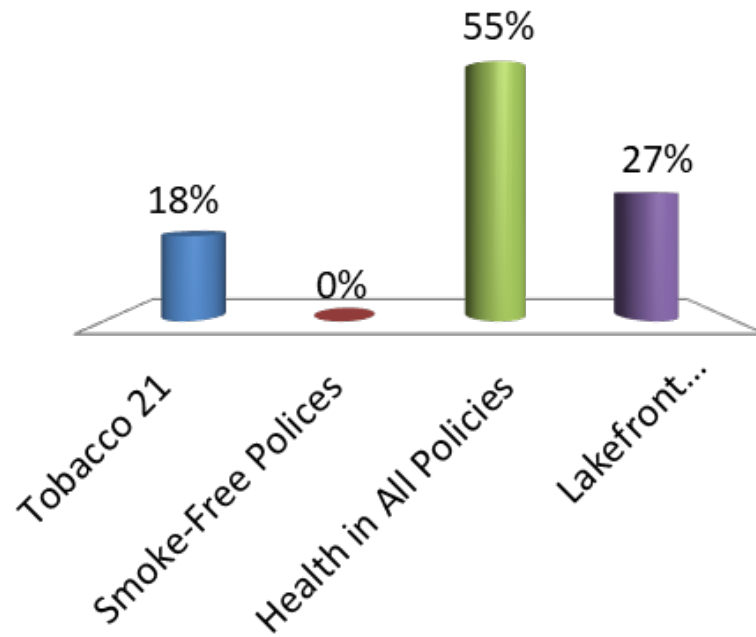
Policy, System, and Environmental Changes

- A. Tobacco 21
- B. Smoke-Free Policies
- C. Health in All Policies
- D. Lakefront Connectivity Plan



Lake County
General Health District
Public Health

The Board voted on Policy, System and Environmental Changes. The results were:



Next Steps

- Create Timelines and SMART Objectives
- Present to Board of Health
- Revisions if Needed
- Public Comment Period
- Revisions if Needed
- Board of Health Approval
- Implementation



Discussion:

Marc Garland asked who is asking the question “Wellness Program”. Ron stated that health insurance is going up. The county provides health screening for their employees. The county has initiated a smoker’s penalty. LCGHD needs to start somewhere.

Marc Garland asked what does the health insurance companies require. Ron stated that they prefer screenings, education and a supportive environment.

Anthony Vitolo asked if the gym program would have a reimbursement cap. Ron stated the Board’s Policy Committee would review.

Jerry Ribelli asked if Lake Health has offered anything. Ron stated he has met with Rick Cicero at Lake Health and they are trying to establish a more affordable account in addition to their corporate account.

Marc Garland asked what does LCGHD do better than other health districts. Adam stated in terms of Finance and HR, LCGHD is not only keeping their eye on the present but also planning for the future. Through the creation and use of a 5 year forecast for revenue and expenditures to the completely revised management policy. LCGHD is taking great strides to ensure that we are the gold standard for health departments.

Marc Garland asked what is “Health in All Policy”. Ron stated the basic human needs (social economic factors, health equalities, etc.).

Anthony Vitolo asked about the Diamond Shamrock property development. Ron stated that the Hemisphere projects original property owner went bankrupted. The new owner is continuing to pursuing the options. A future Board of Health educational event can be an update on the Hemisphere project in Fairport.

Ron’s presentation ended approximately 3:50 p.m.

5.0

Committee Reports

5.01 Finance Committee, Meeting Held January 29, 2018

**Lake County General Health District
Finance Committee Meeting
Minutes
January 29, 2018**

The meeting of the Board of the Lake County General Health District's Finance Committee was held on January 29, 2018. The meeting was held at the Lake County Health District offices located at 5966 Heisley Road, Mentor

In attendance at the meeting were Board of Health members:

Roger Anderson
Marc Garland
Patricia Murphy

Tim Brennan
Patricia Fowler

Also in attendance were: Ron H. Graham, Health Commissioner, Adam Litke, Finance and Human Resource Director, Mariann Rusnak, Administrative Secretary/Registrar,

The meeting was called to order at 3:30 p.m. by Tim Brennan, Chair.

Ron Graham reviewed previous budget increases since 2015:

2015 - 1% increase
2016 - 10% increase
2017 - 18% increase
2018 - 1% increase

We are proposing a 2.75% increase for the 2019 budget to continue to rebuild the Health District's infrastructure.

Highlights for 2018:

- Building/property maintenance – (concrete repairs in the parking lot, window blinds, flooring, etc.)
- Cloud-base services
- Vehicle replacement
- Increase in health care benefits
- Annual raises
- Website rebuild
- Conversion of electronic records
- Implementation of clinical works and enhanced billing

- Increase geographic information system
- Increase mosquito surveillance
- Community Health Assessment alignment and associated costs

Highlights for 2019:

- Phase two of window treatments/blinds
- Fully converted to electronic records
- Sustain the increased mosquito operations
- Replace two mosquito trucks
- Complete the Community Health Assessment
- Continue establishing the Office of Health Policy and Performance Management

Adam Litke provided the following highlights anticipated for the 2019 budget:

- Increases in health care costs
- Continue building/property maintenance (concrete, HVAC, carpet, computers, etc.)
- Vehicle replacement
- Annual raises
- Filling unfilled positions (cleaning crew, grant personnel, etc.)

The 2.75% proposed increase would continue to rebuild the health district and represent an acceptable increase for the political subdivision. Adam reviewed the taxable valuations for Lake County Communities and noted that Leroy had the largest increase of 19%, and North Perry had the largest decrease of 21%.

Discussion

Marc Garland stated he would like to see LCGHD move to a cloud-base service for cost savings. Adam stated the initial conversion is costly and then it is cost effective. We continue to move toward cloud based.

Tim Brennan asked about the health care cost. Ron stated that the County has implemented a new health insurance policy for new hires that is less expensive.

Patricia Murphy asked why the increase in mosquito surveillance. Adam stated that the program is funded by the tax assessments and the political subdivisions want this service.

Tim Brennan asked if the Capital Budget would pay for the building/maintenance costs. Adam stated yes, that is why we continue to contribute to the Capital Budget.

Patricia Fowler asked if investing in a higher quality car would be more beneficial. Adam stated he is going in that direction.

Patricia Fowler asked how the taxable valuation is done, by businesses. Adam stated that they are both residential and businesses and are 1 year behind in reporting.

Patricia Murphy moved and Patricia Fowler seconded a motion to forward the proposed 2019 budget to the 23 Political Subdivisions; motion carried.

Patricia Fowler moved and Patricia Murphy seconded a motion to adjourn the meeting; motion carried.

The meeting was adjourned at approximately 4:30 p.m.

Adam stated that the District Advisory packets went out to all Board of Health members and to all of the Cities, Townships and Villages. LCGHD will be asking for a 2.75% increase in the 2019 budget.

6.0

Old Business

6.01

Board of Health Tracking

Date of BOH Meeting	Department	New Business Item Number	Department Recommendations	Board Action (Approved/Disapproved/Tabled)	Further Action Needed From BOH	Date BOH Informed of Outcome	Informed of Outcome & Method	Date Closed
9/18/2017	EH	7.04	Permission to Apply for Water Pollution Control Loan Fund (WPCLF) Funds for 2018 for the Repair or Replacement of Home Septic Systems	APPROVED	N	1/22/2018	Notification received	2/26/2018
10/16/2017	ADMIN	7.02	Permission to Purchase One Vehicle	APPROVED	N		Pending	
10/16/2017	ADMIN	7.03	Permission to Enter into Contract for Remodeling	APPROVED	N	2/26/2018	Renovations have begun	
10/16/2017	ADMIN	7.04	Permission to Authorize the Health Commissioner to Execute Lease Agreement	APPROVED	N		Contract under legal review	
11/20/2017	HPP	7.03	Permission to Submit 2018 Culture of Health Prize Grant, \$25,000	APPROVED	N		Pending	
11/20/2017	ADMIN	7.04	Permission to Contract with Trumbull County Combined Health District for the Provision of Grant Administration Services by the Lake County General Health District	APPROVED	N	2/26/2018	Contract executed	2/26/2018
11/20/2017	HPP	7.06	Permission to Submit 2018 Medical Reserve Corps Challenge Award Grant, \$12,500	APPROVED	N	2/26/2018	Awarded	
12/18/2017	HPP	7.02	Permission to Submit Project Dawn Expansion FY18- FY19 Grant, \$14,250	APPROVED	N	2/26/2018	Awarded	2/26/2018
12/18/2017	HPP	7.04	Permission to Purchase \$17,100 of Food Through Cleveland Food Bank	APPROVED	N		Approved	
12/18/2017	ADMIN	7.05	Permission to Apply for Funding from Ohio Department of Health for the Community Health Assessment	APPROVED	N	2/26/2018	Funding received	2/26/2018
12/18/2017	ADMIN	7.06	Permission to Apply for Oplate Prevention Capacity Building Grant, \$51,000	APPROVED	N	2/26/2018	Notification received	
1/22/2018	ADMIN	7.03	Permission to Allow the Board's Finance Committee Authority to Submit the 2018 Amended/2019 Budget to Political Subdivisions	APPROVED	N	1/22/2018	Finance Committee met	2/26/2018
1/22/2018	NURSING	7.04	Permission to Accept Community Development Block Grant-Newborn Home Visits Grant, \$9,000	APPROVED	N	1/22/2018	Completed	2/26/2018
1/22/2018	HPP	7.05	Permission to Purchase \$2,111 of Food Through Cleveland Food Bank	APPROVED	N	1/22/2018	Completed	2/26/2018
1/22/2018	HPP	7.06	Permission to Submit Public Health Emergency Preparedness (PHEP) Grant,	APPROVED	N		Submitted	
1/22/2018	EH	7.07	Permission to Purchase Two Vehicles	APPROVED	N		Pending	
1/22/2018	EH	7.08	Permission to Pay John DeGreen Construction \$15,089.00 for Work Conducted to Replace Septic System as part of the WPCLF (Water Pollution Control Loan Fund) Program	APPROVED	N	2/26/2018	Paid	2/26/2018
1/22/2018	EH	7.09	Permission to Pay Auburn Bainbridge Excavating \$19,780.00 for Work Conducted to Connect Home at 30751 Chardon Rd., Willoughby Hills to the Sanitary Sewer as Part of the WPCLF (Water Pollution Control Loan Fund) Program	APPROVED	N			
1/22/2018	EH	7.10	Resolution to Enter into a WPCLF Agreement for the Repair or Replacement of Home Septic Systems	APPROVED	N		Approved	2/26/2018
1/22/2018	ADMIN	7.11	Permission to Accept Funding from Ohio Department of Health for the Community Health Assessment, \$15,380.00	APPROVED	N		Received	2/26/2018
1/22/2018	EH	7.12	Permission to Purchase Mosquito Control Products, \$64,000	APPROVED		2/26/2018	Pending	

7.01

7.01.01

Certification of Monies, Resolution 18-02-07-01-01-100

Anthony Vitolo moved and Randy Owoc seconded a motion to adopt Resolution 18-02-07-01-01-100 approve payment of bills, as listed in the recapitulation sheets attached to these minutes, be adopted; motion carried.

7.01.02

Increase/Decrease Appropriations, Resolution 18-02-07-01-02-100

Anthony Vitolo moved and Randy Owoc seconded a motion to adopt Resolution 18-02-07-01-02-100 to Increase/Decrease Appropriations, as listed in the recapitulation sheets attached to these minutes, be adopted; motion carried.

7.02

Permission to Submit Capital Budget for Americans with Disability Act (ADA) Grant, \$325,000

Dr. Alvin Brown moved and Randy Owoc seconded a motion to submit to Ohio State Senate for the Capital Budget Funds for Americans with Disability Act (ADA) grant in the amount of \$325,000; motion carried.

The Capital Budget funds would be utilized to ensure full ADA compliance to the existing non-renovated areas with current standards including but not limited to restrooms, elevator, door widths, counter heights, additional signage, door handles, etc.

7.03

Permission to Submit JUST RUN Lake County Grant, \$5,000

Anthony Vitolo moved and Dr. Alvin Brown seconded a motion to submit to Lake County United Way for the JUST RUN Lake County grant in the amount of \$5,000. The grant period is 7/1/18 – 6/30/19; motion carried.

JUST RUN® is a program designed for youth organizations to promote healthy lifestyles through increased physical activity and proper nutrition. This opportunity will help to reduce risk factors for obesity and chronic disease in the youth population. It will also boost the students' self-esteem as they reach individual goals as well as team goals.

7.04

Permission to Accept Project Dawn Expansion Grant, \$14,250

Patricia Murphy moved and Randy Owoc seconded a motion to accept from Ohio Department of Health for the Project Dawn Expansion grant in the amount of \$14,250. The grant period is 1/1/18 – 9/30/19; motion carried.

The Lake County General Health District will be expanding the current Project Dawn program to Geauga and Ashtabula counties. The approval from both Health Commissioners have been granted. The Health District staff will work with Signature Health and other community agencies to offer this service in both counties.

7.05

Permission to Accept 2018 HIV Testing & Prevention Grant, \$20,500.00

Patricia Fowler moved and Dr. Alvin Brown seconded a motion to accept from Summit County Public Health the 2018 HIV Testing & Prevention Grant in the amount of \$20,500.00. The grant period is January 1, 2018 – December 31, 2018; motion carried.

This grant is to provide HIV counseling, testing, and referral services to high risk groups within Lake, Geauga, and Ashtabula counties. It will also provide condoms for distribution to organizations serving high risk individuals, allow participation in the Northeast Regional Advisory Group, and allow for the provision of resources to local organizations such as the Lakeland Community College, LGBT (Lesbian, Gay, Bisexual, & Transgender) committee.

7.06

Permission to Submit Project Dawn Grant, \$9,000

Patricia Murphy moved and Randy Owoc seconded a motion to submit to Lake County United Way for the Project Dawn grant in the amount of \$9,000. The grant period is 7/1/18 – 6/30/19; motion carried.

Project DAWN (Deaths Avoided With Naloxone) is a community-based overdose education and naloxone distribution program that was created as a way to combat Ohio's opioid overdose epidemic. Funds will be used for staff time. The kits will be provided through the Ohio Department of Health at no charge.

7.07

Permission to Re-Appointment of Dan Lark as Deputy Health Commissioner

Randy Owoc moved and Patricia Murphy seconded a motion to re-appoint Dan Lark as Deputy Health Commissioner; motion carried.

As has been the practice since originally approved by the Board of Health in January 2007, approval is requested to affirm the Health Commissioner's choice of Dan Lark as Deputy Health Commissioner effective February 1, 2018 through December 31, 2018. The purpose of the position is to assure the proper management of the LCGHD by acting as a Health Commissioner's designee or filling in during his/her absence. It is also crucial to succession planning during emergency situations. It is further recommended that compensation for these additional duties be \$2,500 per year.

7.08

Permission to Accept Opiate Prevention Capacity Building Grant, \$34,000

Patricia Murphy moved and Dr. Alvin Brown seconded a motion to accept from the Ohio Department of Health for the Opiate Prevention Capacity Building Grant, \$34,000; motion carried.

The grant will help to actively assist the Health District in implementing the following system-wide county level initiatives enhancing its data collection capabilities.

Discussion:

Anthony Vitolo asked what is Opiate Prevention Capacity Building. Ron stated it is to develop a response plan and reporting system.

7.09

Permission to Accept 2018 Medical Reserve Corps Challenge Award Grant, \$7,500

Patricia Murphy moved and Dr. Alvin Brown seconded a motion to accept from National Association of County & City Health Officials for the 2018 Medical Reserve Corps Challenge Award Grant in the amount of \$7,500. The grant period is March 16, 2018 – March 16, 2019; motion carried.

The Medical Reserve Corp. (MRC) challenge award is a competitive-based award open to MRC units that meet the eligibility requirements. This is a tier 2 award in which projects must include collaboration across multiple MRC units, stakeholders, or academic institutions to increase MRC capabilities, build MRC brand awareness, and develop shared resources. Project this year will focus on sustainability funding for Matter of Balance.

7.10

Permission to Approve Variance Request for 10158 Quarry View Lane in Kirtland

Marc Garland moved and Anthony Vitolo seconded a motion to approve a variance request for 10158 Quarry View Lane in Kirtland; motion carried.

Jay and Tabita Luzar of 10158 Quarry View Lane, Kirtland are requesting a variance to Ohio Administrative Code 3701-29-18 (C) (6). This code section requires a homeowner to obtain a variance to use their septic tank as a holding tank for a temporary time period until the soil absorption component can be installed. The soil absorption component cannot be installed due to the wet soil conditions and inclement weather. Due to soil conditions on the lot, installation of the soil absorption component is not anticipated until summertime. Anticipated move in date for the Luzar family is April 1, 2018. The soil absorption component must be installed while dry soil conditions exist. This variance request is in the best interest of having a working properly installed septic system. The staff recommends approval of the variance.

Discussion:

Dan Lark stated the State required a variance when a sewage system cannot be installed due to inclement weather.

Marc Garland asked if it would be monitored. Dan stated yes they must provide pumping receipts.

Dr. Alvin Brown inquired on the time frame. Dan Lark stated the permit is good for 1 year. The system will be installed as weather permits this summer.

Rich Harvey asked will the system function properly when installed due to current wet conditions. Dan Lark stated he is confident that the system will function properly when installed in suitable weather conditions.

Anthony Vitolo asked if LCGHD would be notified when the system is installed. Dan Lark stated that the installer will notify us as inspections need to be performed throughout the installation process.

7.11

Executive Session

Permission is requested from the Board of Health to enter into Executive Session to discuss matters of litigation, in accordance with Section 121.22 of the Ohio Revised Code.

Roger Anderson moved and Anthony Vitolo seconded a motion to enter into Executive Session to discuss threatening litigation, in accordance with Section 121.22 of the Ohio Revised Code; motion carried.

A roll call vote was taken and the Executive Session convened at 4:00 p.m. Patricia Murphy moved and Roger Anderson seconded a motion to come out of Executive Session at approximately 4:15 p.m.; motion carried.

8.0

Adjournment


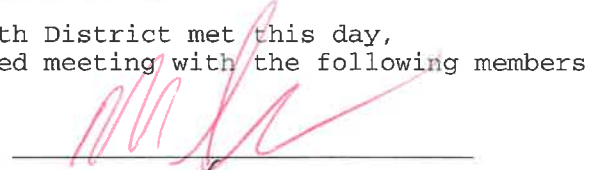
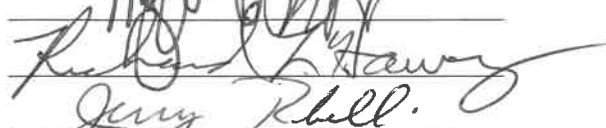
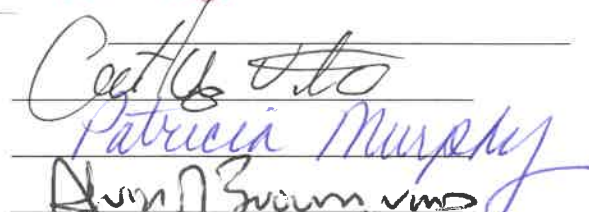

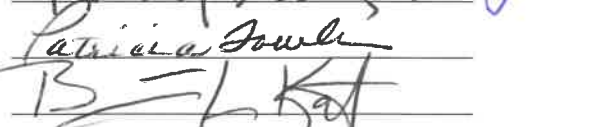
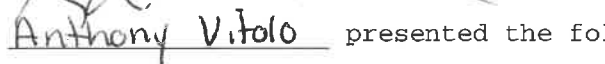
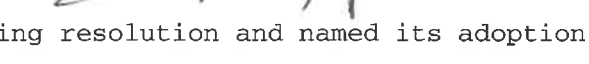
Patricia Murphy moved and Roger Anderson seconded a motion to adjourn the meeting at approximately 4:15 pm; motion carried.

Secretary

President

BOARD OF HEALTH
LAKE COUNTY GENERAL HEALTH DISTRICT
Date February 26, 2018

The Board of the Lake County General Health District met this day, February 26, 2018, in a regularly scheduled meeting with the following members present:

Anthony Vitolo presented the following resolution and named its adoption.

RESOLUTION TO: APPROVE CURRENT BILLS FOR PAYMENT

WHEREAS, the Board of the Lake County General Health District hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Health, and that all the deliberations of this Board of Health and of its committees, if any, which resulted in formal actions, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Revised Code, and

WHEREAS, the Board of Health, by this resolution, approves the payment of current bills as indicated on the attached recapitulation sheets.

BE IT RESOLVED by the Board of Health in and for the Lake County General Health District, that as evidenced by the Certification of Funds signed by the Lake County Auditor, the Health Commissioner is hereby authorized to forward a certified copy of this resolution and attached recapitulation sheets to the Lake County Auditor for payment of current bills during the fiscal year ending December 31, 2018.

Randy Owce seconded the resolution and the vote being called upon its adoption, the vote resulted as follows:

"AYES" 13 "NAYS" 0

CLERK'S CERTIFICATION

I, Ron Graham, Health Commissioner of the Board of Health do hereby certify that this is a true and accurate copy of a resolution adopted by the said Board on February 26, 2018.

Witness my hand this 26th day of February 2018.

Secretary, Board of Health



JANUARY 2018 OFF-CYCLES

PO NUMBER	DATE	VENDOR #	VENDOR NAME	DESCRIPTION	PRICE	FUND	ACCOUNT	SUB	DIV	PROG	PROG SUB	TRAN	WARRANT
667653	1/24/2018	9472	AIRGAS	NITROGEN - #9070922993 FY17	236.45	01400761-755	E	01	500	570	570		00420220
6676429	1/30/2018	9472	AIRGAS	REHILL INV 9950104442 FY17	102.87	01400761-755	E	01	500	570	570		00421614
667772	1/30/2018	902049	AIRGAS	INV 9071548478 1/10/18	236.45	01400761-755	E	01	500	570	570		00421614
667647	1/24/2018	902049	AMERICAN SOLUTIONS FOR BUSINESS DBA BUSINESS CARDS CARMSTRONG	AMERICAN SOLUTIONS FOR BUSINESS DBA BUSINESS CARDS CARMSTRONG	44.00	00700761-755	E	01	500	599	599		00421615
667670	1/30/2018	5152	AMERICAN SOLUTIONS FOR BUSINESS DBA PRINTED BOOKLETS-WIC FY17	HIV FLYER FY17	710.00	02000761-755	F	02	700	730	730		00421615
667308	1/24/2018	5152	ASHTABULA COUNTY HEALTH DEPT.	IAP CONTRACTS - OCT	819.43	00700761-755	E	03	700	800	802		00420222
0	1/24/2018	5152	ASHTABULA COUNTY HEALTH DEPT.	IAP CONTRACTS - DEC	1,236.12	00700761-755	E	03	700	720	721		00420222
667450	1/24/2018	900810	ASHTABULA COUNTY HEALTH DEPT.	TOBACCO SEPT DELIV FY17	4,041.00	02800761-755	E	03	798	798	798		00420222
667450	1/24/2018	900810	AT & T	WIC PHONES - DEC 2017	65.19	00500761-755	I	03	700	730	730		
0	1/30/2018	900810	AT & T	WIC PHONES - DEC 2017	319.76	00500761-755	I	03	700	730	730		
0	1/24/2018	900810	AT & T	LAND LINE-HUNTSBURG JAN	371.31	00500761-755	I	03	700	730	730		00421611
0	1/24/2018	900810	AT & T	HEISLEY RD FY17 DEC	213.15	00700761-755	I	03	999	999	999		00420218
0	1/30/2018	900810	AT & T	LAND LINE-HEISLEY RD JAN	224.33	00700761-755	I	03	999	999	999		00421611
0	1/24/2018	8890	BANDRY, JOSEFINA	IMS CLINIC 12/27/17	60.00	00200761-755	E	03	700	720	721		00420223
0	1/24/2018	REFUND	BECCO INC	REFUND #36649	380.00	02300761-755	Q	01	500	580	580		00420224
667676	1/24/2018	900550	BLACKMORES SECURITY INC.	WIC-DOOR LEVERS FY17	1,256.00	00500761-755	I	13	700	730	730		
667881	1/24/2018	900550	BLACKMORES SECURITY INC.	NURSING - DOOR LEVERS FY17	628.00	01300761-755	I	13	700	799	799		
667679	1/24/2018	900550	BLACKMORES SECURITY INC.	ADMIN-LOCKING DOOR LEVERS	314.00	00700761-755	I	13	999	999	999		
667188	1/24/2018	57	BLUE TECHNOLOGIES	COPIER MAINT INV 837195 FY17	2.03	00500761-755	F	02	700	730	730		00421616
66739	1/30/2018	57	BLUE TECHNOLOGIES	COPIER MAINT INV 841122 FY17	18.67	00500761-755	F	02	700	730	730		00421616
667739	1/30/2018	57	BLUE TECHNOLOGIES	COPIER MAINT INV 841116 FY17	5.99	00700761-755	E	03	999	999	999		00421616
667739	1/30/2018	57	BLUE TECHNOLOGIES	COPIER MAINT INV 841158 FY17	19.54	00700761-755	E	03	999	999	999		00421616
0	1/24/2018	57	BLUE TECHNOLOGIES	COPIER MAINT INV 841159 FY17	35.20	00700761-755	E	03	999	999	999		00421616
0	1/24/2018	57	BLUE TECHNOLOGIES	DEC INV 37178-83770	137.65	00700761-755	F	02	999	999	999		00420226
667662	1/24/2018	903392	C D W GOVERNMENT INC	MEMORY FY17	675.50	00700761-755	I	04	999	999	999		
667659	1/24/2018	903392	C D W GOVERNMENT INC	LAPTOP BATTERIES/MEMORY FY17	1,098.54	00700761-755	I	04	999	999	999		
667659	1/30/2018	903392	C D W GOVERNMENT INC	LAPTOP BATTERIES/MEMORY FY17	402.15	00700761-755	I	04	999	999	999		00421617
667660	1/24/2018	903392	C D W GOVERNMENT INC	MONITORS -FY17	870.70	00700761-755	J	06	999	999	999		
667663	1/24/2018	903392	C D W GOVERNMENT INC	WIRELESS KEYBOARDS/MIC FY17	1,653.20	00700761-755	J	06	999	999	999		
0	1/24/2018	9327	CENTRAL EXTERMINATING CO	INV 669113/669114 DEC FY17	150.00	00700761-755	I	13	999	999	998		00420229
667694	1/30/2018	9327	CENTRAL EXTERMINATING CO	INSPECTIONS INV 671698 FY18	75.00	00700761-755	I	13	999	999	998		00421619
667646	1/30/2018	905878	DIRECT MARKETING PUBLISHING LLC	FAM PROF AD INV8256 FY17	395.00	00500761-755	E	05	700	730	730		0042166
667323	1/24/2018	904287	DOMINION EAST OHIO GAS	GAS/UTILITIES - DEC	975.16	00700761-755	I	13	999	999	998.1		
667666	1/30/2018	6414	EUCLD GLASS & DOOR	LUNCH ROOM DOOR FY18	3,214.00	00700761-755	I	13	999	999	999		00421628
667310	1/24/2018	905363	GAUGA COUNTY HEALTH DEPARTMENT	IAP CONTRACTS - DEC FY17	2,077.91	00700761-755	E	03	700	720	721		
667645	1/24/2018	6505	GLAXOSMITHKLINE	MENVEO - MENINGITIS VAC FY17	1,006.90	00200761-755	E	01	700	720	721		
667652	1/24/2018	6505	GLAXOSMITHKLINE	ADULT HEPATITIS ENGERIX FY17	431.50	01300761-755	E	01	700	745	745		
667703	1/30/2018	604288	GRAHAM, RON	TRAVEL REIMB - JAN FY18	495.00	00700761-755	H	04	100	100	100		00421632
667759	1/24/2018	6692	GREAT LAKES PUBLISHING CO	1/3 PAGE AD #82808321 FY17	780.00	00700761-755	E	05	999	999	999		
0	1/24/2018	2979	HAMILTON, SHIRLEY ANN	CLINICS 12/11, 12/20, 12/27/17	200.17	01300761-755	H	03	700	720	720		00420241
667235	1/24/2018	901309	HEISLEY TIRE & BRAKE INC	AUTO MAINT INV#772565 FY17	199.42	00700761-755	H	01	999	999	999		
667335	1/30/2018	901309	HEISLEY TIRE & BRAKE INC	AUTO MAINT INV#773215 FY17	19.95	00700761-755	H	01	999	999	999		00421634
667714	1/30/2018	2630	HOPKINS MEDICAL PRODUCTS	ALCOHOL PRED PADS FY18	158.02	01000761-755	E	01	500	540	540		00421636
667421	1/30/2018	3211	HUNTSBURG TOWNSHIP	RENT WIC FEB 2018	704.00	00500761-755	I	10	700	730	730		00421637
667719	1/30/2018	6516	KNF NEUBERGER, INC.	REPAIR PUMPS-SHIPPIG FY17	825.27	01400761-755	E	01	500	570	570		00421640
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	340.48	00700761-755	F	03	500	599	599		
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	1.26	01300761-755	F	03	700	700	701		
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	1.89	01300761-755	F	03	700	705	705		
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	0.62	01300761-755	F	03	700	705	706		
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	1.26	01300761-755	F	03	700	710	710		
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	7.27	01300761-755	F	03	700	713	713		

0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	8.97	00200761-755	F	03	700	720	721	Y
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	352.72	00500761-755	F	03	700	730	730	Y
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	1.26	01300761-755	F	03	700	745	745	Y
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	2.09	02000761-755	F	03	700	800	802	Y
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	75.89	00800761-755	F	03	900	900	900	Y
0	1/30/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 12/17 - AUDITOR ERROR	11.90	00700761-755	F	03	999	999	999	Y
0	1/30/2018	14021	LAKE COUNTY TREASURER	IST HALF 2018 TAXES FOR 2017	15,405.27	02600761-755	L	13	999	999	999.3	N
667492	1/24/2018	825	LAKE GEAUGA RECOVERY CENTERS INC	DELIVERABLES - DEC FY17	800.00	02800761-755	E	03	798	798	798	
667716	1/30/2018	900313	LANGUAGE LINE LLC	LINE RENTAL INV 4224774 FY17	6.00	01300761-755	E	01	700	799	799	
667237	1/24/2018	2932	LASSITER & SON LLC	SNOW REMOVAL #2 FY18	1,700.00	00700761-755	E	13	999	999	998	
667708	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM JAN FY18	339.65	00700511-561	L	04	100	100	100	N
667708	1/30/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INSURANCE PREM-FEB	339.65	00700511-561	L	04	100	100	100	N
0	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM JAN FY18	13.44	01400511-561	L	04	500	570	570	N
0	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INSURANCE PREM-FEB	13.44	01400511-561	L	04	500	570	570	N
667712	1/30/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INSURANCE PREM-FEB	31.36	00500511-561	L	04	500	570	570	N
0	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM JAN FY18	31.36	00500511-561	L	04	700	730	730	N
667707	1/30/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM-FEB	4.48	01700511-561	L	04	780	750	750	N
0	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM-FEB	8.96	01100511-561	L	04	780	780	780	N
667710	1/30/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INSURANCE PREM-FEB	4.48	01100511-561	L	04	780	780	780	N
0	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM JAN FY18	4.48	02800511-561	L	04	798	798	798	N
667713	1/30/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INSURANCE PREM-FEB	8.96	02800511-561	L	04	798	798	798	N
0	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM JAN FY18	17.92	01300511-561	L	04	700	799	799	N
667711	1/30/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INSURANCE PREM-FEB	13.44	01300511-561	L	04	700	799	799	N
0	1/24/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INS PREM JAN FY18	4.48	00800511-561	L	04	900	900	900	N
667709	1/30/2018	7472	LINCOLN NATIONAL LIFE INSURANCE	LIFE INSURANCE PREM-FEB	4.48	00800511-561	L	04	900	900	900	N
667688	1/24/2018	903635	MADISON VILLAGE HALL	LIFE INSURANCE PREM-FEB	679.00	00500761-755	L	10	700	730	730	N
0	1/24/2018	7835	MENDOR AREA CHAMBER OF COMMERCE	FEB RENT - STRATTON PLACE	140.00	00700761-755	L	08	999	999	999	N
667685	1/24/2018	3246	MORAN, JUDY	PROPRATED MEMBERSHIP FY18	1,200.00	00700761-755	E	03	999	999	999	N
0	1/24/2018	3033	N A L B O H	CONTRACT SERV DEC FY17	400.00	00700761-755	E	03	999	999	999	N
0	1/30/2018	5158	NFP CORPORATE SERVICE	INV 5366 JAN FY18	615.00	00700761-755	E	03	999	999	999.1	N
667654	1/24/2018	9401	OHIO DIVISION OF REAL ESTATE	INV 5366 JAN FY18	147.50	00800761-756	E	05	900	900	900	N
0	1/24/2018	49	ONESET COMPUTER CORPORATION	LOGGER INV 114552 FY17	297.00	01400761-755	J	06	500	570	570	N
667271	1/24/2018	49	PAINESVILLE COMMERCIAL PROPERTIES INC	LOGGER INV 114552 FY17	1,283.33	00500761-755	J	10	700	730	730	N
667207	1/24/2018	49	PAINESVILLE COMMERCIAL PROPERTIES INC	LOGGER INV 114552 FY17	502.56	00500761-755	J	10	700	730	730	N
667702	1/30/2018	5069	PROFESSIONAL ANSWERING SERVICE	LOGGER INV 114552 FY17	26.05	01400761-755	E	03	500	570	570	N
667472	1/24/2018	5069	PROFESSIONAL ANSWERING SERVICE	ANSW SERV INV 180100285 FY17	82.00	00700761-755	E	03	999	999	999	N
667717	1/30/2018	7260	QUADAX	ANSWERING SERVICE DEC FY17	82.00	00700761-755	E	03	999	999	999	N
0	1/24/2018	905120	SIEVERS COMPANY	ANSWERING SERVICE DEC FY17	55.00	01300761-755	E	03	700	799	799	N
667691	1/30/2018	7918	SUNRISE SPRINGS WATER CO INC	INV1068139-1068140 FY18	41.92	00700761-755	L	13	999	999	999.3	N
0	1/30/2018	900824	SUNRISE SPRINGS WATER CO INC	INV 264865 12/19/17	10.75	00500761-755	L	13	700	730	730	N
667599	1/30/2018	900824	THE ILLUMINATING COMPANY	VIC PL - WATER INV296243 FY18	10.75	00500761-755	L	13	700	730	730	N
667042	1/24/2018	901425	THE ILLUMINATING COMPANY	WIC ELEC WILLUOLHGBV JAN	153.29	00500761-755	L	13	700	730	730	N
0	1/24/2018	901425	UNITED PARCEL SERVICE	HERSLEY MONTHLY ELEC-JAN	1,406.20	00700761-755	L	13	999	999	998.1	N
0	1/24/2018	901425	UNITED PARCEL SERVICE	DELIVERY SERV DEC FY17	45.01	00700761-755	F	03	500	570	565	N
0	1/24/2018	901425	UNITED PARCEL SERVICE	DELIVERY CHARGE DEC FY17	7.52	01400761-755	F	03	500	570	570	N
667555	1/24/2018	8709	WRIGHT EXPRESS FINANCIAL SERVICES	DELIVERY CHARGE DEC FY17	10.04	01400761-755	F	03	500	570	572	N
				FLEET FUEL INVS2559661 FY17	1,875.16	00700761-755	H	01	999	999	999	N

\$ 56,817.47

BAK
COOPER, LD, Mgr.
5/13

FEBRUARY 2018 OFF-CYCLES

PO#	DATE	VENDOR#	VENDOR NAME	DESCRIPTION	PRICE	FUND	ACCOUNT	SUB	DIV	PROG	PROG SUB	WARRANT
667749	2/27/2018	90002	21ST CENTURY MEDIA - OH DBA NEWS HERALD	ANTI-YAIPING ADS	3,000.00	02800761-755	E	05	798	798	798	00422860
0	2/27/2018	7578	AGILE SIGN & LIGHTING MAINT INC	INVOICE # 17328	340.00	00700761-755	I	13	999	999	999	00422842
0	2/27/2018	9472	AIRGAS	INVOICE # 9950794127	146.05	01400761-755	E	01	500	570	570	00422843
667784	2/27/2018	902049	AMERICAN SOLUTIONS FOR BUSINESS DBA AMER BUSINESS CARDS / ANNE LUSTIG		45.00	00700761-755	E	01	500	599	599	00422844
667797	2/27/2018	902049	AMERICAN SOLUTIONS FOR BUSINESS DBA AMER BUSINESS CARDS / SHAELIN HURLEY		45.00	01100761-755	E	01	780	780	780	00422844
667750	2/28/2018	902049	AMERICAN SOLUTIONS FOR BUSINESS DBA AMER 2 PART TIME OFF CARDS		240.00	00700761-755	E	01	999	999	999	00422866
667148	2/28/2018	655	AQUA OHIO	WATER SERVICE 001397004	7.14	00700761-755	I	13	999	999	999	998.1
667148	2/27/2018	655	AQUA OHIO	WATER SERVICE 001397004	333.25	00700761-755	I	13	999	999	999	00422845
667811	2/27/2018	5152	ASHTABULA COUNTY HEALTH DEPT.	DELIVERABLES / TOBACCO 2018	10,160.00	02800761-755	E	03	798	798	798	00422846
0	2/28/2018	900810	AT & T	ACCT 25482821	74.82	00500761-755	E	03	700	730	730	00422384
667824	2/26/2018	8569	AUBURN BAINBRIDGE EXCAVATING	REPLACEMENT OF SEPTIC 30751	19,780.00	00700761-755	E	03	500	580	580	00422388
667686	2/28/2018	8890	BANDRY, JOSEFINA	CONTRACT SERVICES P718	70.00	00200761-755	E	03	700	720	721	
667686	2/26/2018	8890	BANDRY, JOSEFINA	CONTRACT SERVICES P718	50.00	00200761-755	E	03	700	720	721	
0	2/26/2018	605000	BEVAN-HEWITT, CATHERINE	REIMB MILEAGE 1/17-1/31/18	53.66	00700761-755	H	04	999	999	999	
0	2/26/2018	605000	BEVAN-HEWITT, CATHERINE	REIMB MILEAGE 1/17-1/31/18	2.58	00700761-755	H	04	999	999	999	
0	2/26/2018	605000	BEVAN-HEWITT, CATHERINE	REIMB MILEAGE 1/17-1/31/18	175.45	00700761-755	H	03	999	999	999	
667739	2/28/2018	57	BLUE TECHNOLOGIES	COPIER MAINT INV 842146	29.25	01500761-755	E	01	500	520	520	00422389
0	2/28/2018		BOARD OF HEALTH	COPIES 1/18	44.55	01000761-755	P	01	500	540	540	
0	2/28/2018		BOARD OF HEALTH	COPIES 1/18	3,027.30	02700761-755	P	04	500	540	540.5	
0	2/28/2018		BOARD OF HEALTH	C/B AUTO MAINT 1/18 APC	154.55	01400761-755	H	01	500	570	570	
0	2/28/2018		BOARD OF HEALTH	COPIES 1/18	10.05	01400761-755	P	01	500	570	570	
0	2/28/2018		BOARD OF HEALTH	C/B SAL/FRINGE 1/18 ADMIN APC	3,204.47	01400761-755	H	04	500	570	570	
0	2/28/2018		BOARD OF HEALTH	C/B MILEAGE APC 2.5 1/18	99.38	01400761-755	H	01	500	570	572	
0	2/28/2018		BOARD OF HEALTH	COPIES 1/18	67.00	02300761-755	F	01	500	580	580	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	1.80	01300761-755	F	02	700	700	701	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	13.00	01300761-755	F	01	700	700	701	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	0.10	01300761-755	F	02	700	700	702	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	0.05	01300761-755	F	01	700	700	702	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	0.20	01300761-755	F	02	700	700	704	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	1.20	01300761-755	F	01	700	700	705	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	0.20	01300761-755	F	02	700	705	705	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	0.60	01300761-755	F	01	700	705	706	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	0.75	01300761-755	F	02	700	705	706	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	1.90	01300761-755	P	01	700	705	706	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	5.85	01300761-755	P	01	700	710	710	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	0.05	01300761-755	F	02	700	720	720	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	1.85	01300761-755	F	01	700	720	720	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	2,077.91	00200761-755	E	03	700	720	721	
0	2/28/2018		BOARD OF HEALTH	FUND CORR IAP DELIV 12/27 GEAU	1,236.12	00200761-755	E	03	700	720	721	
0	2/28/2018		BOARD OF HEALTH	FUND CORR IAP DELIV 12/27 ASHT	819.43	00200761-755	E	03	700	720	721	
0	2/28/2018		BOARD OF HEALTH	FUND CORR IAP DELIV 10/17 ASHT	16.45	00200761-755	F	02	700	720	721	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	65.60	00200761-755	P	01	700	720	721	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	55.60	00200761-755	P	04	700	720	721	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	656.10	00500761-755	P	04	700	730	730	
0	2/28/2018		BOARD OF HEALTH	SAL/FRINGE 1/18 ADMIN	3,278.40	00500761-755	P	01	700	730	730	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	2.35	00500761-755	P	01	700	730	732	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	724.06	02100761-755	P	04	700	735	735	
0	2/28/2018		BOARD OF HEALTH	SAL/FRINGE 1/18 ADMIN	1,427.06	02100761-755	P	04	700	735	735	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	3.55	02100761-755	P	01	700	735	735.11	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	2.40	01300761-755	P	01	700	738	738	
0	2/28/2018		BOARD OF HEALTH	BOARD OF HEALTH	2.60	01300761-755	F	02	700	745	745	

0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	152.75	01300761-755	P	01	700	745	745	00422848
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	7.25	01700761-755	P	02	780	750	750	00422847
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	159.85	01700761-755	F	01	780	750	750	00422847
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 ADMIN	1,104.35	01700761-755	P	04	780	750	750	00422867
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 BILDSTEIN	885.96	01700761-755	P	04	780	750	750	00422867
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 MILO	1,887.06	01700761-755	P	04	780	750	750	00422867
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	4.30	01100761-755	P	01	780	780	780.3	00422848
0	2/28/2018	BOARD OF HEALTH	COLOR COPIES 1/18	9.50	01100761-755	F	02	780	780	780	00422848
0	2/28/2018	BOARD OF HEALTH	COLOR COPIES 1/18	14.60	01100761-755	F	02	780	780	780.3	00422848
0	2/28/2018	BOARD OF HEALTH	COLOR COPIES 1/18	0.60	01100761-755	F	02	780	780	780.3	00422848
0	2/28/2018	BOARD OF HEALTH	COLOR COPIES 1/18	16.05	01100761-755	P	01	780	780	780.3	00422848
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 ADMIN	3,075.74	01800761-755	P	04	780	780	785	00422848
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 ADMIN	2,803.14	01800761-755	P	04	780	780	785.1	00422848
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	13.95	02800761-755	P	01	798	798	798	00422848
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 ADMIN	903.90	02800761-755	P	04	798	798	798	00422848
0	2/28/2018	BOARD OF HEALTH	FUND CORR AM SOLUTIONS TO 11E	44.00	01300761-755	E	01	700	799	799	00422848
0	2/28/2018	BOARD OF HEALTH	COLOR COPIES 1/18	2.00	01300761-755	F	02	700	799	799	00422848
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	22.05	01300761-755	F	02	700	799	799	00422848
0	2/28/2018	BOARD OF HEALTH	COLOR COPIES 1/18	1.55	02000761-755	F	02	700	800	802	00422848
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	30.20	02000761-755	P	01	700	800	802	00422848
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 O'HEARN, CORDE	1,687.85	02000761-755	P	04	700	800	806	00422848
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 RUSSO	326.76	01100761-755	P	04	700	800	807	00422848
0	2/28/2018	BOARD OF HEALTH	COLOR COPIES 1/18	0.20	01100761-755	F	02	700	800	807	00422848
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	0.35	01100761-755	P	01	700	800	807	00422848
0	2/28/2018	BOARD OF HEALTH	SAL/FRINGE 1/18 RUSSO	509.50	01100761-755	P	04	700	800	807	00422848
0	2/28/2018	BOARD OF HEALTH	COPIES 1/18	162.35	00800761-755	P	01	900	900	900	00422848
667764	2/27/2018	C D W GOVERNMENT INC	WINDOWS PRO 10 UPGRADES	1,680.00	00700761-755	I	04	999	999	999	00422847
667765	2/27/2018	C D W GOVERNMENT INC	INVOICE # LQ18617	2,583.00	00700761-755	I	04	999	999	999	00422847
667766	2/27/2018	C D W GOVERNMENT INC	MONTHLY CELL CHARGES	369.00	00700761-755	I	04	999	999	999	00422847
667783	2/27/2018	CELLCO PARTNERSHIP (VERIZON)	MONTHLY CELL CHARGES	128.82	00500761-755	I	03	700	730	730	00422867
667475	2/27/2018	CELLCO PARTNERSHIP (VERIZON)	CELL PHONE JAN	221.56	01700761-755	I	03	780	750	750	00422867
667769	2/27/2018	CELLCO PARTNERSHIP (VERIZON)	PRINTING SUPPLIES 2/18	2,521.50	00700761-755	I	03	999	999	999	00422867
0	2/28/2018	CENTRAL PURCHASING	REIMB MILEAGE 1/22/18	13.00	00500761-755	F	02	999	999	999	00422867
0	2/26/2018	CHAPEK, LINDA	REIMB MILEAGE 1/22/18	0.63	00700761-755	H	04	700	730	730	00422848
0	2/26/2018	CHAPEK, LINDA	REIMB MILEAGE 1/22/18	356.01	02700761-755	H	03	500	540	540.5	00422848
667733	2/27/2018	CHASE CARD SERVICES	OSU EDU PESTICIDE CONF REGIST	198.00	00700761-755	H	03	500	599	599	00422848
667700	2/27/2018	CHASE CARD SERVICES	AMI HEART ASSOC HEART SAVER 1ST	32.95	01300761-755	E	01	700	700	704	00422848
667773	2/27/2018	CHASE CARD SERVICES	TRI COUNTY HOUSING SYMPOSIUM	107.62	01300761-755	E	13	700	713	713	00422848
667751	2/27/2018	CHASE CARD SERVICES	STAPLES ADVANTAGE 1/21/18	2,912.39	00500761-755	F	01	700	730	730	00422848
667735	2/27/2018	CHASE CARD SERVICES	TIME WARNER CABLE 1/26	119.99	00500761-755	I	03	700	730	730	00422848
0	2/27/2018	CHASE CARD SERVICES	OHIO LACTATION CONSULTANT ASSC	812.25	00500761-755	H	03	700	730	732	00422848
667759	2/27/2018	CHASE CARD SERVICES	WALMART.COM 1/19/18	137.99	01700761-755	E	01	780	750	750	00422848
667775	2/27/2018	CHASE CARD SERVICES	BRN MEADOWS	240.67	01700761-755	E	01	780	750	750	00422848
667776	2/27/2018	CHASE CARD SERVICES	GRANT EAGLE 1/30/18	46.95	01700761-755	E	01	780	750	750	00422848
0	2/27/2018	CHASE CARD SERVICES	MARCOS COPY 1/30/18	74.34	01700761-755	E	01	780	750	750	00422848
667752	2/27/2018	CHASE CARD SERVICES	STAPLES COPY PAPER 1/25/18	379.95	01800761-755	F	02	780	750	750	00422848
667754	2/27/2018	CHASE CARD SERVICES	UNITED AIRLINES FLIGHT + TAX	348.00	01800761-755	H	03	780	780	785	00422848
667756	2/27/2018	CHASE CARD SERVICES	LIFESAVERS CONFERENCE REGISTER	350.00	01800761-755	H	03	780	780	785	00422848
667757	2/27/2018	CHASE CARD SERVICES	LIFESAVERS CONFERENCE	350.00	01800761-755	H	03	780	780	785	00422848
667758	2/27/2018	CHASE CARD SERVICES	UNITED AIRLINES FLIGHT + TAX	348.00	01800761-755	H	03	780	780	785	00422848
667777	2/27/2018	CHASE CARD SERVICES	LOCAL LEVEL EVENTS.COM	2,000.00	02800761-755	I	08	798	798	798	00422848
667779	2/27/2018	CHASE CARD SERVICES	SHARPS CONTAINER	39.75	02000761-755	E	01	700	800	802	00422848
667788	2/27/2018	CHASE CARD SERVICES	HOMIE DEPOT 1/30/18	54.80	00700761-755	E	13	999	999	999	00422848
667581	2/27/2018	CHASE CARD SERVICES	STAPLES 1/25/18	4811.23	00700761-755	E	01	999	999	999	00422848
667698	2/27/2018	CHASE CARD SERVICES	E-NEWSLETTR SUBSCRIPTION ROBLY	24.50	00700761-755	E	01	999	999	999	00422848
667725	2/27/2018	CHASE CARD SERVICES	AMERICAN SOLUTIONS FOR BUSINES	232.00	00700761-755	E	01	999	999	999	00422848

667787	2/27/2018	1131	CHASE CARD SERVICES	HOME DEPOT 1/29/18	199.70	00700761-755	E	01	999	999	00422848
667805	2/27/2018	1131	CHASE CARD SERVICES	HOME DEPOT 2/1/18	48.40	00700761-755	E	01	999	999	00422848
0	2/27/2018	1131	CHASE CARD SERVICES	AMAZON 1/5/18	5.34	00700761-755	E	01	999	999	00422848
0	2/27/2018	1131	CHASE CARD SERVICES	AMAZON 1/21/18	13.90	00700761-755	E	01	999	999	00422848
0	2/27/2018	1131	CHASE CARD SERVICES	AMAZON 1/21/18	8.55	00700761-755	E	01	999	999	00422848
0	2/27/2018	1131	CHASE CARD SERVICES	AMAZON 1/24/18	29.88	00700761-755	E	01	999	999	00422848
667741	2/27/2018	1131	CHASE CARD SERVICES	AADOBE CREATIVE CLOUD 1/6/18	85.58	00700761-755	E	03	999	999	00422848
667648	2/27/2018	1131	CHASE CARD SERVICES	STAPLES 1/30/18	35.78	00700761-755	F	01	999	999	00422848
667726	2/27/2018	1131	CHASE CARD SERVICES	STAPLES 1/5/17	319.54	00700761-755	F	01	999	999	00422848
667789	2/27/2018	1131	CHASE CARD SERVICES	AMAZON	1,066.40	00700761-755	F	01	999	999	00422848
0	2/27/2018	1131	CHASE CARD SERVICES	USPS 1/20/18	6.65	00700761-755	F	03	999	999	00422848
667763	2/27/2018	1131	CHASE CARD SERVICES	LAKE CO DEVELOPMENT COUNCIL	60.00	00700761-755	H	03	999	999	00422848
667766	2/27/2018	1131	CHASE CARD SERVICES	LAKE CO DEVELOPMENT COUNCIL	120.00	00700761-755	H	03	999	999	00422848
667791	2/27/2018	1131	CHASE CARD SERVICES	STAPLES 1/26/18	191.72	00700761-755	H	02	999	999	00422848
0	2/27/2018	1131	CHASE CARD SERVICES	TIME WARNER CABLE 1/26	1,187.70	00700761-755	I	03	999	999	00422848
667803	2/27/2018	1131	CHASE CARD SERVICES	HOME DEPOT 2/2/18	18.81	00700761-755	I	13	999	999	00422848
667311	2/26/2018	419	CITY OF PAINESVILLE - UTILITIES	VICTORIA PL UTIL 82*361*4 JAN	20.05	00500761-755	I	13	700	730	730
0	2/26/2018	604069	COLLINS-REED, PATRICIA	REIMB MILEAGE 1/22-1/26	8.53	00500761-755	H	04	700	730	730
0	2/26/2018	604069	COLLINS-REED, PATRICIA	REIMB MILEAGE 1/22-1/26	0.41	00700761-755	H	04	999	999	999
0	2/27/2018	5909	COMPUSCHARTS	INVOICE #45391	1,365.00	00700761-755	E	03	999	999	00422849
0	2/27/2018	4815	CONSUMER TIRE	INVOICE #MFC-45391	156.99	01400761-755	E	01	500	570	570
667799	2/26/2018	904287	DOMINION EAST OHIO GAS	WIC - WILLDOUGHRBY GAS 1/11-2/12	151.44	00500761-755	E	13	700	730	730
667701	2/28/2018	904287	DOMINION EAST OHIO GAS	GAS/UTILITIES - HEISLEY RD JAN	1,638.16	00700761-755	E	13	999	999	998.1
667746	2/26/2018	2531	E2B CALIBRATION	CALIBRATE MARTEL T110	42.00	01400761-755	E	01	500	570	570
667747	2/26/2018	2531	E2B CALIBRATION	CERTIFICATION OF DRUCK-OP1-740	125.00	01400761-755	E	04	500	570	572
0	2/26/2018	603854	FEDLE, CAROLYN	REIMB MILEAGE 1/9-1/29	32.76	00500761-755	H	04	700	730	732
0	2/26/2018	603854	FEDLE, CAROLYN	REIMB MILEAGE 1/9-1/29	1.58	00700761-755	H	04	999	999	999
0	2/26/2018	603147	FINK, KRISTEN	REIMB PARKING 2/14/18	5.00	00700761-755	H	03	500	586	586
667310	2/28/2018	905363	GEVUGA COUNTY HEALTH DEPARTMENT	IAP CONTRACTS -JAN FY18	3,491.41	00700761-755	E	03	700	720	721
667310	2/27/2018	905363	GEVUGA COUNTY HEALTH DEPARTMENT	IAP CONTRACTS -JAN FY18	8,779.25	00700761-755	E	03	700	720	721
0	2/26/2018	604288	GRAHAM, RON	REIMB MEALS 1/2/18	41.52	00700761-755	H	03	100	100	100
0	2/26/2018	604288	GRAHAM, RON	REIMB MILEAGE 1/28-1/2/18	197.95	00700761-755	H	04	100	100	100
667703	2/26/2018	2979	HAMILTON, SHIRLEY ANN	COUNTY TRAVEL REIMB - FEB 18	495.00	00700761-755	H	04	100	100	100
667715	2/28/2018	605354	HAWN, TAMMY	CONTRACT SERVICES/CLINICS	183.94	01300761-755	E	03	700	720	720
0	2/26/2018	605354	HAWN, TAMMY	REIMB MILEAGE 1/22-1/26	18.93	00500761-755	H	04	700	730	730
667767	2/28/2018	3204	HUNTER ELECTRIC	INSPECTION	65.00	00700761-755	I	13	999	999	999
667767	2/28/2018	3204	HUNTER ELECTRIC	SIGNAGE FOR HEISLEY RD	615.00	00700761-755	I	13	999	999	999
0	2/27/2018	3204	HUNTER ELECTRIC	INVOICE #259015	994.00	00700761-755	I	13	999	999	999
667421	2/26/2018	3211	HUNTSBURG TOWNSHIP	RENT WIC MAR 2018	704.00	00500761-755	I	10	700	730	730
0	2/27/2018	902084	IOUGHIN & CO. HARDWARE	A529396 JAN FY 18	35.99	00700761-755	E	01	500	586	586
0	2/27/2018	902084	IOUGHIN & CO. HARDWARE	A531694 JAN FY18	10.98	00500761-755	E	01	700	730	730
0	2/27/2018	902084	IOUGHIN & CO. HARDWARE	A532100 JAN FY18	28.11	00700761-755	E	01	999	999	999
667728	2/27/2018	902084	IOUGHIN & CO. HARDWARE	2 BROOKS	46.78	00700761-755	I	02	999	999	999
0	2/26/2018	605103	KITAUURA, CORI	REIMB MILEAGE 2/1-2/5	35.88	00500761-755	H	04	700	730	730
0	2/26/2018	605103	KITAUURA, CORI	REIMB MILEAGE 2/1-2/5	1.73	00700761-755	H	04	999	999	999
667807	2/27/2018	904108	LAKE CO AGRI SOCIETY DBA LAKE CO FAIR	LAKE CO FAIR BOOTH 7/24-7/29	2000.00	01880761-755	H	05	780	780	785
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	11,843.48	00700511-557	L	03	100	100	100
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	11,401.00	00700511-557	L	03	100	100	100
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	648.08	00700511-562	L	05	100	100	100
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	608.08	00700511-562	L	05	100	100	100
667793	2/27/2018	902789	LAKE COUNTY COMMISSIONERS	MOSQUITO BLG RENT 2018	10.00	00700761-755	I	10	500	510	510
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	1,500.16	00700511-557	L	03	500	560	560
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	1,500.16	00700511-557	L	03	500	560	560
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	124.02	00700511-562	L	05	500	560	560
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	124.02	00700511-562	L	05	500	560	560
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	6,750.54	01400511-557	L	03	500	570	570

0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	6,750.54	01400511-557	L	03	500	570	570	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	360.06	01400511-562	L	05	500	570	570	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	360.06	01400511-562	L	05	500	570	570	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	14,922.44	00700511-557	L	03	500	599	599	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	14,922.44	00700511-557	L	03	500	599	599	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	560.10	00700511-562	L	05	500	599	599	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	560.10	00700511-562	L	05	500	599	599	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	8,385.78	00500511-557	L	03	700	730	730	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	8,385.78	00500511-557	L	03	700	730	730	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	440.04	00500511-562	L	05	700	730	730	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	440.04	00500511-562	L	05	700	730	730	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	1,500.16	01700511-557	L	03	780	750	750	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	1,500.16	01700511-557	L	03	780	750	750	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	80.00	01700511-562	L	05	780	750	750	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	80.00	01700511-562	L	05	780	750	750	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	1,192.56	01100511-562	L	03	780	780	780	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	80.00	01100511-562	L	05	780	780	780	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	2,021.40	02800511-557	L	03	798	798	798	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	2,021.40	02800511-557	L	03	798	798	798	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	116.04	02800511-562	L	05	798	798	798	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	116.04	02800511-562	L	05	798	798	798	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	3,135.28	01300511-557	L	03	700	799	799	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	3,135.28	01300511-557	L	03	700	799	799	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	200.02	01300511-562	L	05	700	799	799	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	200.02	01300511-562	L	05	700	799	799	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 1/18	3,000.26	00800511-557	L	03	900	900	900	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	MEDICAL 2/18	1,500.16	00800511-557	L	03	900	900	900	
0	2/26/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 1/18	120.02	00800511-562	L	05	900	900	900	
0	2/28/2018	902789	LAKE COUNTY COMMISSIONERS	DENTAL 2/18	120.02	00800511-562	L	05	900	900	900	
0	2/28/2018	14080	LAKE COUNTY DEPT OF UTILITIES	2ND QUARTER SEWER HEISLEY RD	204.80	00700761-755	L	13	999	999	999	998.1
667295	2/28/2018	2098	LAKE COUNTY DEPARTMENT COUNCIL	NONPROFIT MEMBERSHIP	135.00	00700761-755	L	08	999	999	999	00422396
667768	2/28/2018	14046	LAKE COUNTY ENGINEER	MOSQUITO BLDG UTILITIES	4,594.13	00700761-755	L	10	500	510	510	00422856
667794	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	2.37	01400761-755	F	03	500	570	572	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	1,066.95	00700761-755	F	03	500	599	599	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	0.63	01300761-755	F	03	700	710	710	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	5.33	01300761-755	F	03	700	713	713	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	0.63	01300761-755	F	03	700	720	720	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	3.99	00500761-755	F	03	700	721	721	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	313.95	00500761-755	F	03	700	730	730	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	8.18	01300761-755	F	03	700	745	745	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	90.97	00800761-755	F	03	900	900	900	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	117.08	00700761-755	F	03	999	999	999	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	52.50	00700761-755	F	03	100	100	100	
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0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	45.00	00500761-755	L	03	700	730	730	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	7.50	00500761-755	L	03	700	730	732	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	52.50	01100761-755	L	03	780	780	780	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	45.00	01300761-755	L	03	700	799	799	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	1,350.00	00700761-755	L	03	999	999	999	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	350.00	00700761-755	L	03	999	999	999	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	574.69	00700761-755	L	03	999	999	999	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	91.72	00700761-755	L	03	999	999	999	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	7.50	00700761-755	L	03	999	999	999	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	9,440.00	02800761-755	E	03	798	798	798	
0	2/28/2018	14011	LAKE COUNTY MAILROOM	POSTAGE 2/18	130.00	00700761-755	E	04	999	999	999	
667810	2/26/2018	825	LAKE BEAUGA RECOVERY CENTERS INC	DELIVERABLES / TOBACCO 2018	3.00	01300761-755	E	01	700	799	799	00422857
0	2/27/2018	759	LAKE HEALTH	INVOICE # 001968831-00			E					
667716	2/27/2018	900313	LANGUAGE LINE LLC	LINE RENTAL INV 4245342			E					00422858







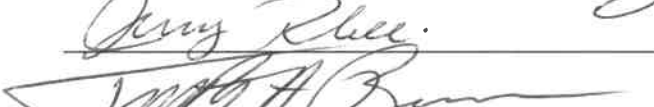
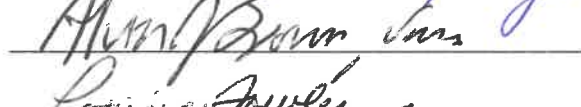

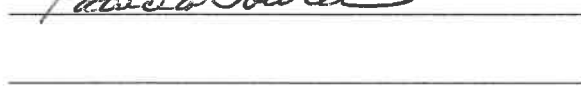
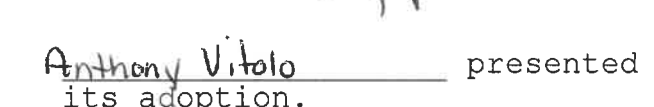
667729	2/28/2018	2932	LASSITER & SON LLC	SNOW PLOWING / HEISLEY RD	1,700.00	00700761-755	I	13	999	999	998	00422397
0	2/26/2018	602102	LOXTERMAN, CHRIS	REIMB SUPPLIES 1/17-1/28	93.05	01000761-755	E	01	500	540	540	
0	2/26/2018	602102	LOXTERMAN, CHRIS	REIMB MILEAGE 1/17-1/31	79.56	01000761-755	H	04	500	540	540	
0	2/26/2018	602102	LOXTERMAN, CHRIS	REIMB MILEAGE 1/17-1/31	3.83	00700761-755	H	04	999	999	999	
0	2/26/2018	604965	LUNTER, JOHN	REIMB MILEAGE 12/27-1/7	16.59	01000761-755	H	04	500	540	543	
0	2/26/2018	604965	LUNTER, JOHN	REIMB MILEAGE 1/3-1/23	110.09	01000761-755	H	04	500	540	543	
0	2/26/2018	604965	LUNTER, JOHN	REIMB MILEAGE 1/24-1/30	55.59	01000761-755	H	04	500	540	543	
667688	2/26/2018	903635	MADISON VILLAGE HALL	MAR RENT - STRATTON PLACE	679.00	00500761-755	I	10	700	730	730	
667761	2/27/2018	9879	MALL AT GREAT LAKES LLC DBA GUM	HEARTS & HANDS DAY REG	50.00	00500761-755	H	03	700	730	730	00422859
0	2/26/2018	604830	MARGALIS, CHRISTINE	REIMB MEALS 1/10/18	7.95	00700761-755	H	03	999	999	999	
0	2/26/2018	604830	MARGALIS, CHRISTINE	REIMB MILEAGE 1/10/18	57.23	00700761-755	H	04	999	999	999	
0	2/26/2018	604830	MARGALIS, CHRISTINE	REIMB MILEAGE 1/27/18	27.92	01800761-755	H	04	999	999	999	
0	2/26/2018	604830	MARGALIS, CHRISTINE	REIMB MILEAGE 1/27/18	0.81	00700761-755	H	04	999	999	999	
0	2/26/2018	602042	MILLO, KATHY	REIMB PARKING	6.00	01700761-755	H	03	999	999	999	
0	2/26/2018	602042	MILLO, KATHY	REIMB MILEAGE 1/5 - 1/19	9.36	01700761-755	H	04	780	750	750	
0	2/26/2018	602042	MILLO, KATHY	REIMB MILEAGE 1/4-1/30/18	27.25	01700761-755	H	04	780	750	750	
0	2/26/2018	602042	MILLO, KATHY	REIMB MILEAGE 1/5 - 1/19	0.45	00700761-755	H	04	999	999	999	
667737	2/28/2018	4698	MOORE MEDICAL CORP	PROGRAM SUPPLIES	259.60	00500761-755	E	01	700	730	730	00422398
667685	2/28/2018	3033	MORAN, JUDY	CONTRACT SERV JAN FY18	1,850.00	00700761-755	E	03	999	999	999	00422399
667742	2/27/2018	9253	NFP CORPORATE SERVICE	GROUP HEALTH CONSULT INV 5426	635.00	00700761-755	E	03	999	999	999	00422861
0	2/28/2018	9253	NORTHEAST OH REGIONAL SEWER DISTRICT	39989	270.00	00400761-755	E	04	500	515	515	00422885
667796	2/28/2018	4562	O A P I	CONF REGISTRATION	750.00	00700761-755	H	03	500	560	560	00422400
0	2/26/2018	604668	O'HEARN, MAUREEN	REIMB MILEAGE 1/4/18	3.71	01300761-755	H	04	700	799	799	
667771	2/28/2018	5158	OHIO DIVISION OF REAL ESTATE	BURIAL PERMITS JAN 18	175.00	00800761-756	H	05	900	900	900	00422401
667738	2/26/2018	7405	P M & FAMILY INVESTMENTS LLC	WIC RENT - MARCH WILLOUGHBY	1,964.58	00500761-755	I	10	700	730	730	
667699	2/28/2018	49	PAINESVILLE COMMERCIAL PROPERTIES INC	VICTORIA PLACE RENT FEB 18	1,283.33	00500761-755	I	10	700	730	730	
667772	2/28/2018	49	PAINESVILLE COMMERCIAL PROPERTIES INC	VICTORIA PLACE - UTILITIES JAN	442.28	00500761-755	I	11	700	730	730	00422403
667702	2/26/2018	7717	PASTER TRAINING INC	SERVICES MANAGER 7TH EDITION	9,279.00	01000761-755	E	03	500	540	540	00422404
667207	2/28/2018	3217	PRAKAR DISTRIBUTION INC	TANK REFILL INV80946242 FY18	26.57	01400761-755	E	03	500	570	570	00422405
667702	2/26/2018	5069	PROFESSIONAL ANSWERING SERVICE	ANSW SERV INV 180200292 FY18	82.00	00700761-755	E	03	999	999	999	
667717	2/27/2018	7260	QUADAX	INV377174 BILLING SERV FY17	55.00	01300761-755	E	03	700	799	799	00422862
0	2/28/2018	1472	RELA STAR LIFE INSURANCE CO	INS PREM JAN-MARCH 2018	552.69	99700761-755	E	03	999	999	999	00422863
0	2/26/2018	605386	RUSSO, HALEY	REIMB PROGRAM SUPPLIES 1/31/18	16.62	01100761-755	E	01	780	780	780	
0	2/26/2018	605386	RUSSO, HALEY	REIMB PROGRAM SUPPLIES 2/2/18	13.47	01100761-755	H	01	780	780	780	
0	2/26/2018	605386	RUSSO, HALEY	REIMB MILEAGE 2/2/18	16.95	01100761-755	H	04	700	800	807	
0	2/26/2018	605386	RUSSO, HALEY	REIMB MILEAGE 2/2/18	0.82	00700761-755	H	04	999	999	999	
667704	2/27/2018	905120	SHIVERS COMPANY	SECURITY FOR HEISLEY ROAD	291.92	00700761-755	I	13	999	999	999	00422864
667753	2/28/2018	9987	SOLVE AMERICA'S PROBLEMS INC	MULTICOLOR SCROLLING LED SIGNS	1,170.00	01700761-755	E	01	780	750	750	00422406
667745	2/28/2018	9987	STERIS CORP	HEISLEY RD SNOW PLOWING	448.80	00700761-755	I	13	999	999	999	00422407
667825	2/26/2018	7918	ST'S SCUTTER TREATMENT SYSTEMS	REPLACEMENT SEPTIC #4701 FY18	6,426.50	00700761-755	E	03	500	580	580	00422866
667691	2/27/2018	1301	SUNRISE SPRINGS WATER CO INC	VIC PL - WATER INV296243 FY18	10.75	00500761-755	I	13	700	730	730	00422865
667340	2/27/2018	1301	TIME WARNER CABLE-NORTHEAST	WIC INTERNET - VIC PL JAN FY18	121.79	00500761-755	I	03	700	730	730	00422865
667770	2/27/2018	1301	TIME WARNER CABLE-NORTHEAST	HEISLEY RD INTERNET JAN	1,205.52	00700761-755	I	03	999	999	999	00422865
667705	2/26/2018	1697	TONY SCHEIBER'S HAULING	GARBAGE - HEISLEY RD JAN-MAR	450.00	00700761-755	I	13	999	999	998	
0	2/28/2018		UNEMPLOYMENT COMPENSATION	J PITTS 12/17	416.00	00700511-556	I	13	500	510	510	
667042	2/28/2018	901425	UNITED PARCEL SERVICE	DELIVERY SERV JAN FY18	35.85	00700761-755	F	03	500	570	565	00422408
667720	2/28/2018	901425	UNITED PARCEL SERVICE	DELIVERY SERVICE JAN FY18	10.05	01400761-755	F	03	500	570	572	00422409
667762	2/27/2018	6578	WINDSTREAM	WIC MADISON/ HUNTSBURG INTERN	280.63	00500761-755	I	03	700	730	730	
667762	2/26/2018	6578	WINDSTREAM	WIC MADISON INTERNET FEB	302.12	00500761-755	I	03	700	730	730	00422868

\$ 267,369.32

Handwritten signature and notes:
 R. M. ...
 2/26/18
 5/3
 2/26/18

BOARD OF HEALTH
LAKE COUNTY GENERAL HEALTH DISTRICT
Date February 26, 2018

The Board of the Lake County General Health District met this day, February 26, 2018, in a regularly scheduled meeting with the following members present:

Anthony Vitolo presented the following resolution and named its adoption.

RESOLUTION TO: Transfer OF FUNDS AS FOLLOWS:

From:
Fund 01100911 911 Health Promotion \$16,726.12

To:
Fund 02100045 451 Child and Family Health Services \$16,726.12

WHEREAS, the Board of the Lake County General Health District hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Health, and that all the deliberations of this Board of Health and of its committees, if any, which resulted in formal actions, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 128.22 of the Revised Code, and were taken in an open meeting of this Board of Health and,

WHEREAS, the Board of Health, by resolution, may transfer funds from one item in there appropriation to another item, reduce or increase any item, create new items, make additional appropriations or reduce the total appropriations, and transfer revenue in support of Health District controlled funds in accordance with Section 3709.28 of the Revised Code.

BE IT RESOLVED by the Board of Health in and for the Lake County General Health District, that as indicated below the following transfer of revenue be done and that the Health Commissioner is hereby authorized to forward a certified copy of this resolution to the Lake County Auditor.

Transfer OF FUNDS AS FOLLOWS:

From:
Fund 01100911 911 Health Promotion \$16,726.12

To:
Fund 02100045 451 Child and Family Health Services \$16,726.12

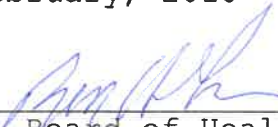
Randy Owoc seconded the resolution and the vote being called upon its adoption, the vote resulted as follows:

"AYES" 13 "NAYS" 0

CLERK'S CERTIFICATION

I, Ron Graham, Health Commissioner of the Board of Health do hereby certify that this is a true and accurate copy of a resolution adopted by the said Board on February 26, 2018.

Witness my hand this 26th day of February, 2018



Secretary, Board of Health

Resolution No. 18-02-07-01-02-100

Increase/Decrease in Revenues

Fund	Fund Number	Fund Description	Account	Amount
021	02100045 451	Child and Family Health Services	Transfer In	\$ 16,726.12
Net Change in Estimated Resources				\$ 16,726.12

Increase/Decrease in Appropriations

Fund	Fund Number	Fund Description	Account	Amount
011	01100911 911	Health Promotion	Transfer Out	\$ 16,726.12
Net Change in Appropriations				\$ 16,726.12

2018-2020 Lake County General Health District
Strategic Plan

Goal 1: Maintain a Competent Health Workforce

Objective 1: Recruit Qualified Staff						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Implement a standardized writing assessment to all new potential staff.	LCGHD	Dan Lark Mariann Rusnak	January 1, 2018	June 30, 2018	None	Standardized writing assessment is implemented and assessed for ability to screen competent new hire candidates.
2. Implement the standardized technology competency assessment to all new potential staff.	LCGHD	Tim Snell	January 1, 2018	June 30, 2018	None	Standardized technology competency is implemented and assess for ability to screen new hire candidates.
3. Implement standardized HR new hire interview checklist.	LCGHD	Adam Litke	January 1, 2018	March 31, 2018	None	Standardized HR new hire interview checklist is implemented to new potential staff.

Goal 1: Maintain a Competent Health Workforce (continued)

Objective 2: Retain Qualified Staff						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Create a LCGHD competitive wage program, based upon the 2017 AOHC salary survey results.	LCGHD	Adam Litke	January 1, 2018	January 31, 2018	Contingent upon funding ability.	LCGHD competitive wage program is created.
2. Conduct a salary study comparing positions across other health departments, based upon AOHC salary survey results.	LCGHD	Adam Litke	January 1, 2019	December 31, 2019	None	Salary study is completed.

Objective 3: Improve Staff Morale						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Create a comprehensive employee wellness program.	LCGHD, HR Choices	Kathy Milo	January 1, 2018	December 31, 2018	Unknown	A comprehensive wellness program is created and adopted.
2. Create an LCGHD employee recognition program.	LCGHD	Christine Margalis	January 1, 2018	June 31, 2018	Unknown	Employee recognition program strategies are identified and implemented.

Goal 1: Maintain a Competent Health Workforce (continued)

Objective 4: Improve Capacity to Respond to Public Health Emergencies						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. LCGHD staff receive ICS position-specific training according to revised ICS chart and critical responder roles.	LCGHD	Kathy Milo, Ron Graham	Ongoing	Ongoing	Unknown	LCGHD staff are up-to-date with ICS training for assigned ICS roles.
2. Increase MRC/VRT volunteer pool by 10%.	LCGHD	Cathy Hewitt	January 1, 2018	December 31, 2020	None	MRC/VRT volunteers are increased by 10%, according to January 1, 2018 baseline.
3. Add 5 nurses to the PRN pool, according to the January 1, 2018 baseline.	LCGHD	Tara Perkins	January 1, 2018	December 31, 2018		A total of 5 nurses are added to the PRN pool.
4. Complete IT Disaster Recovery Plan.	LCGHD	Tim Snell	January 1, 2018	February 31, 2018	None	IT Disaster Recovery Plan is completed and distributed to staff
5. Revise current COOP.	LCGHD	Kathy Milo	January 1, 2018	January 1, 2019	None	COOP is revised and distributed to all LCGHD staff.
6. Conduct a full-scale public health exercise.	LCGHD	Ron Graham, Kathy Milo, Dawn Cole	January 1, 2018	December 31, 2020	None	Exercise is conducted and after-action report is completed.

Goal 2: Enhance Ability to Collect, Analyze, and Disseminate Data

Objective 1: Broaden Program Evaluation						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Establish a methodology for program cost analysis.	LCGHD	Adam Litke	January 1, 2018	March 1, 2018	None	A methodology for cost analysis is established and reviewed with supervisors/directors.
2. Create outcome-specific program evaluations.	LCGHD	Kathy Milo, Tara Perkins, Dan Lark, Christine Margalis, Matthew Nichols, Cori Kitaura	January 1, 2018	January 1, 2019	None	Relevant program outcomes are identified, and the subsequent evaluations are created.

Objective 2: Improve LCGHD Website Functionality						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Improve LCGHD website integration with social media and web-based applications.	LCGHD	Tim Snell	January 1, 2018	December 31, 2018	Unknown	LCGHD website interoperability aligned with current technology standards.

Goal 2: Enhance Ability to Collect, Analyze, and Disseminate Data (continued)

Objective 3: Internal Environmental Sample Analysis						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Establishment of a function wastewater lab.	LCGHD	Dan Lark	January 1, 2018	January 1, 2020	Reduce potential service costs by \$10,000.	Establishment of a functioning LCGHD wastewater lab.

Goal 3: Maintain a Sustainable Health District

Objective 1: Develop a Facilities Management/Capital Improvement Plan						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Revise capital budget with 25 year projections.	LCGHD	Adam Litke	January 1, 2018	December 31, 2020	None	Capital budget plan is revised.
2. Stratify budget projections across 5 year intervals.	LCGHD	Adam Litke	January 1, 2018	June 1, 2018	None	Stratified budget projections are completed for the next 25 years per 5 year increments.
3. ADA Building Improvement Plan is implemented.	LCGHD	Tim Snell, Adam Litke	January 1, 2018	December 31, 2020	Unknown	ADA Compliance Assessment completed, ADA Building Plan created and implemented with

						building improvements made.
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Goal 3: Maintain a Sustainable Health District (continued)

Objective 2: Develop a Sustainable Succession Plan for Key Staff Positions						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Identify potential candidates for current leadership positions.	LCGHD Directors, LCGHD BOH	Ron Graham	January 1, 2018	June 1, 2018	None	Potential candidates for current LCGHD leadership positions are identified.
2. Determine appropriate mentorship for potential department leadership candidates.	LCGHD	Ron Graham	June 1, 2018	December 1, 2018	None	A LCGHD mentorship plan is identified.

Objective 3: Implement Financial System Software						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Implement department-wide use of financial software.	LCGHD	Adam Litke	January 1, 2018	June 1, 2019	None	Financial software is identified, purchased, and in use.
2. Establish 5-year budget projections.	LCGHD	Adam Litke	January 1, 2018	January 1, 2019	None	5-year LCGHD budget projections are established.

Goal 3: Maintain a Sustainable Health District (continued)

Objective 4: Explore Reimbursable Public Health Services						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Expand fiscal agent services/grants administration services to local health departments.	LCGHD	Adam Litke, Ron Graham	January 1, 2018	December 31, 2020	10% of total grant revenue	Contracts signed and services delivered.
2. Provide school nursing services to two local school districts.	LCGHD	Tara Perkins	January 1, 2018	January 1, 2020	Unknown	Two local school district contracts are acquired.
3. Provide travel clinic immunizations to Lake County residents.	LCGHD	Tara Perkins	January 1, 2018	January 1, 2019	Unknown	Establishment of an operational clinic.
4. Provide reimbursable tobacco cessation classes and counseling to Lake County residents.	LCGHD	Kathy Milo	January 1, 2018	December 31, 2019	Unknown	Evidence of Medicaid reimbursement.

Goal 4: Improve Health Outcomes for Lake County Residents

Objective 1: Increase Use of Evidence-based Practices

Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Provide evidence-based corrective measures to LCGHD programs, where applicable.	LCGHD	Kathy Milo, Dan Lark, Tara Perkins, Cori Kitaura, Christine Margalis, Matthew Nichols	January 1, 2019	June 1, 2019	Unknown	Corrective measures are integrated where program appropriate and fiscally responsible.

Goal 4: Improve Health Outcomes for Lake County Residents (continued)

Objective 2: Promote Policy, System, and Environmental Changes

Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Expand smoke-free policies in Lake County.	LCGHD	Cathy Hewitt	January 1, 2018	December 31, 2020	None	At least 8 smoke-free policies are adopted in Lake County.
2. Advocate for the adoption of Tobacco 21 in Lake County.	LCGHD, Lake County Political Subdivisions	Cathy Hewitt	January 1, 2018	December 31, 2020	Unknown	At least 1 political subdivision adopts Tobacco 21.
3. Expand Lake County mosquito program.	LCGHD	Dan Lark	January 1, 2018	December 31, 2018		

Goal 5: Expand the Scope and Capacity of the Office of Health Policy and Performance Improvement

Objective 1: Enhance Data Utilization for the Purposes of Public Health Evaluation and Planning

Strategy		Lead	Implementation Timeline	Funding Implications	Measure of Success

	Implementing Organizations and Partners		<i>Begin</i>	<i>End</i>		
1. Create a LCGHD Data Warehouse.	LCGHD, Lakeland Community College, Lake County GIS, Lake County Coroner, Lake County Sheriff's Office, Western Reserve Community Development	Matthew Nichols, Tim Snell, Ron Graham	January 1, 2018	May 1, 2018	Unknown	A methodology for creating a data warehouse is identified, a LCGHD Data Warehouse is launched, and partners are granted access.

Objective 1: Enhance Data Utilization for the Purposes of Public Health Evaluation and Planning (continued)

Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
2. Alignment of the CHA/CHNA cycle.	LCGHD, Lake Health, University Hospitals	Ron Graham, Christine Margalis, Matthew Nichols	January 1, 2018	January 1, 2020	Unknown	The LCGHD CHA and Lake Health's CHNA are aligned to the same 3-year cycle.
3. Alignment of the CHIP/IS cycle.	LCGHD, Lake County, University Hospitals	Ron Graham, Christine Margalis, Matthew Nichols	January 1, 2018	October 1, 2020	Unknown	The LCGHD's CHIP, and Lake Health's IS, are aligned to the same 3-year cycle.
4. Conduct LCGHD department-specific GIS workshops, based on identified needs.	LCGHD	Matthew Nichols	June 1, 2018	August 31, 2018	None	Department directors are educated on how GIS may enhance service delivery.

5. Use GIS to create regularly-scheduled Lake County Overdose Death Reports.	LCGHD, Lake County Coroner, Lake County Sheriff's Office, Lake County Fire/EMS, Lake Health	Matthew Nichols	January 1, 2018	Ongoing	None	Regularly-scheduled Lake County Overdose Death Reports are completed.
6. Produce a minimum of 1 peer-reviewed scholarly publication per year.	LCGHD	Matthew Nichols	Ongoing	Ongoing	Unknown	1 scholarly article is produced per calendar year.
7. Establish a formalized academic partnership with Kent State University College of Public Health (KSUCPH).	LCGHD, KSUCPH	Matthew Nichols, Ron Graham	January 1, 2018	Ongoing	None	An itemized agreement between LCGHD and KSUCPH is established.

Goal 5: Expand the Scope and Capacity of the Office of Health Policy and Performance Improvement (continued)

Objective 2: Continue to Improve the Efficacy and Delivery of Public Health Services

Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Develop a Lake County Healthy Homes Model.	LCGHD, Western Reserve Community Development, Lake Health	Ron Graham, Matthew Nichols, Donald Heckelmoser	January 1, 2018	January 1, 2019	Unknown	A comprehensive, collaborative Healthy Homes Model is developed for Lake County.
2. Establish a formalized methodology for integration of PM, CQI, and QA within LCGHD services.	LCGHD	Christine Margalis	January 1, 2018	January 1, 2019	None	An integrated system for performance management, continuous quality improvement, and quality assurance is established.

3. Implement an innovation/model intervention to address Access to Care in Lake County.	LCGHD	Ron Graham, Matthew Nichols, Christine Margalis	January 1, 2018	January 1, 2021	Unknown	
4. Identify potential shared-services with non-traditional community partners.	LCGHD	Ron Graham, Matthew Nichols, Christine Margalis	January 1, 2018	January 1, 2021	Unknown	A minimum of three community partners are identified, and shared service discussions are initiated.

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Goal 5: Expand the Scope and Capacity of the Office of Health Policy and Performance Improvement (continued)

Objective 3: Foster Innovative, Community-based Solutions to Both Historic and Emerging Public Health Problems						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Explore the efficacy of a telemedicine project with a community stakeholder.	LCGHD	Tara Perkins	January 1, 2018	December 31, 2020	Unknown	A decision to conduct a pilot study is informed based upon local stakeholder interest and capacity.
2. Implement strategies identified in the Lake County Lakefront Connectivity Plan.	LCGHD, Mentor, Painesville, Fairport Harbor,	Ron Graham, Christine	January 1, 2018	December 31, 2020	Unknown	Strategies outlined in the Lake County Lakefront Connectivity Plan are

	Painesville Township, Lake County Planning Commission, Lake County GIS, Lake Metroparks	Margalis, Matt Nichols				adopted and implemented.
3. Fund the delivery of innovative public health solutions.	LCGHD	Ron Graham, Matthew Nichols	March 1, 2018	December 31, 2020	Unknown	
4. Establish novel methodologies for public health surveillance.	LCGHD	Ron Graham, Matthew Nichols	March 1, 2018	December 31, 2020	Unknown	

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Goal 5: Expand the Scope and Capacity of the Office of Health Policy and Performance Improvement (continued)

Objective 4: Advocate for Effective Health Policies and the Adoption of Evidence-based Model Practices						
Strategy	Implementing Organizations and Partners	Lead	Implementation Timeline		Funding Implications	Measure of Success
			<i>Begin</i>	<i>End</i>		
1. Establish a statewide data collection methodology for health department CHA conduction.	LCGHD, Ohio Department of Health	Ron Graham, Matthew Nichols, Lance Himes	March 1, 2018	December 31, 2020	Unknown	A statewide health department CHA data collection methodology is constructed, and adopted by the Ohio Department of Health.

2. Advocate for the adoption of Health in All Policies in Lake County.	LCGHD, Lake County Political Subdivisions	Christine Margalis	January 1, 2018	December 31, 2020	Unknown	At least 1 Lake County political subdivision adopts Health in All Policies.
3. RESOLVE					Unknown	
4. Increase stated-based accredited local health department funding from \$0.38 to \$9.00 per capita.	LCGHD, Ohio Department of Health	Ron Graham	January 1, 2018	December 31, 2020	Unknown	Local health department funding, as provided by the Ohio Department of Health, is increased from \$0.38 to \$9.00 per capita for accredited local health departments.

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Lake County General Health District

Calendar Year 2017 Cost Analysis

The first chart, titled “Revenue & Expense by Department”, shows the total revenue and expense by department for calendar year 2017.

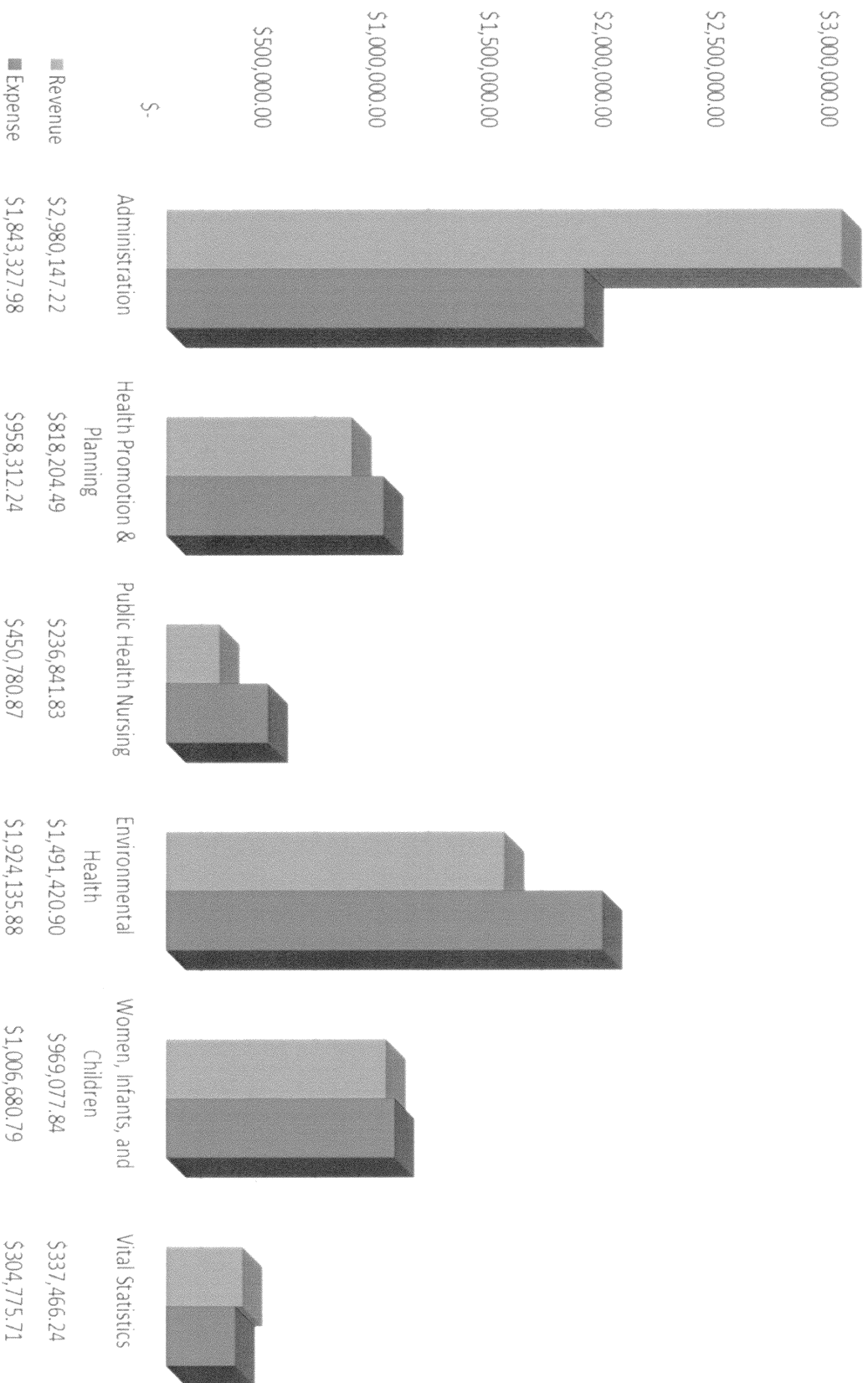
Items to note:

1. The Administration department includes tax assessment revenue as well as any contracts that relate directly to the administration staff. The expenses for administration include purchase/lease of most vehicles, building maintenance, cleaning staff, etc.
2. The Health Promotion & Planning department have primarily deliverable based grants versus reimbursement grants. This means that grants such as the Public Health Emergency Preparedness grant that have very difficult tasks to achieve will often be claiming money in April, May, and June of the next year for expenses that occurred in the previous year. This has required more and more grants to be fronted money to meet payroll until fully reimbursed.
3. Public Health Nursing had approximately the same amount of expenses exceeding revenue as in the previous year.
4. Environmental Health had a larger shortfall this year than last. This is due to decreased revenue from the Air Pollution Control grant (an expected decrease) and timing of receipts.
5. The WIC program had a timing of reimbursement issue that created what appears to be a negative balance for the year. The WIC grant is fully reimbursed and will equalize over the life of the grant (October 1, 201X-September 30, 201X).

The Second chart, titled “Revenue & Expense by Department – Administration Allocated”, shows the total revenue and expense by each department when combined with a portion of both the revenue and expense of the administration department. The portion of revenue and expense from administration allocated to each department is based on total revenue and expense of that department over the total revenue and expense of all departments.

As an example, if Public Health Nursing revenue was 25% of the total revenue received from all departments (other than administration) then that department would receive 25% of the revenue recorded in administration. The same methodology but with expense number would be used to determine the amount of administration expenses allocated to Public Health Nursing.

Revenue & Expense by Department Calendar Year 2017



Revenue & Expense by Department - Administration Allocated

Calendar Year 2017

