

AGENDA
BOARD OF HEALTH
LAKE COUNTY GENERAL HEALTH DISTRICT
March 22, 2020

- 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 February 24, 2020
- 4.0 Health District Staff Reports
 - 4.01 Clinical and Community Health Services Report
 - 4.02 Environmental Health Report
 - 4.03 Finance and HR Director
 - 4.04 Health Education and Outreach Report
 - 4.05 Office of Health Policy and Performance Improvement
 - 4.06 Health Commissioner's Report
- 5.0 Committee Meetings
 - No Reports
- 6.0 Old Business
 - 6.01 Board of Health Tracking

7.0 New Business

7.01 Resolutions

7.01.01 Certification of Monies, Resolution 20-03-07-01-01-100

7.01.02 Increase/Decrease Appropriations, Resolution 20-03-07-01-02-100

7.02 Resolution to Delegate Authority to Increase/Decrease Estimated Revenues and Appropriations to the Health Commissioner

7.03 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 9:00 a.m. on Sunday, March 22, 2020, by President Brian Katz. The meeting was held online via Zoom and streamed on the Lake County General Health District website (www.lcghd.org).

2.0 Opening of Meeting

2.01 Declaration of Quorum

The following members were present constituting a quorum:

Roger Anderson	Nicole Jelovic	Ana Padilla
Dr. Alvin Brown	Steve Karns	Dr. Lynn Smith
Dr. Irene Druzina	Brian Katz	Anthony Vitolo
Marc Garland	Patricia Murphy	
Rich Harvey	Randy Owoc	

Minutes were recorded by Gina Parker, Deputy Registrar.

Also present from the Health District staff:

Ron Graham	Adam Litke	Mariann Rusnak
Dan Lark	Gina Parker	Tim Snell

Also in attendance: Michael DeLeone, 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 March 11, 2020, was made by Health Commissioner Ron H. Graham.

3.0 Board of Health

3.01 Approval of Minutes

Anthony Vitolo moved and Randy Owoc seconded a motion that the minutes of the February 24, 2020, Board of Health meeting be approved as written; motion carried.

4.0 Health District Staff Reports

4.01 Community Health Services

4.01.01 Division Director's Report

Angie Fairbanks LPN, for Fairport Harbor exempts school Village; and Stephanie Jeckel BSN, RN, public health nurse have both successfully completed their probationary new hire period. I am very happy that they have become part of our team, and appreciate their contributions to our residents.

Cherise Stabler BSN, epidemiologist has been busy monitoring Lake County's communicable diseases and helping our health department prepare for responses pertaining to COVID-19. Our department has been proactive in disseminating information to various community partners, and responding to the many phone calls and email communications received regarding COVID-19. A successful and productive Child fatality review board meeting was held on February 13, 2020. I want to acknowledge all of those who were active participants at this meeting, and thank you for your time. Trying to address Lake County's childhood mortality is not possible without the support of the various members who support this team.

The following comment was received for Stephanie Jeckel, public health nurse: "It is always good when someone comes in to speak and educate our clients on what services may be available to them. I don't always get such positive feedback from the centers directors but in your case I did and with high praise. Thank you from the food center and also from any of the clients who may have been helped through you today."

Great job Stephanie and to all who make an impact in the clients we serve!

Meetings/trainings attended:

Multiple conference calls regarding COVID-19
COVID-19 meeting with Ron Graham
Executive team meeting
Child fatality review board meeting
LWG/Reaccreditation meeting
Staff evaluation meetings
Community health services division meeting

Steph transition meeting
REDCap call
Get vaccinated Ohio bidders call
Lake County touch base call
Dr. Patel updates
Policy and procedure meeting

4.01.02

Clinical Services Unit Report

4.01.02

Communicable and Environmental Disease Report

Communicable Disease Report	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Year to Date (1/1/20 to current)	2019 Year End Totals	2018 Year End Totals
Babesiosis	0	0											0	1	0
Campylobacter	3	1											4	47	32
CP-CRE	1	4											5	7	6
Chikungunya	0	0											0	1	0
Chlamydia	69	45											114	765	801
Coccidioidomycosis	0	0											0	0	0
Cryptosporidiosis	0	0											0	2	6
Cyclosporiasis	0	0											0	0	0
E. Coli O157:H7	0	0											0	7	8
Ehrlichiosis/anaplasmosis	0	0											0	1	0
Giardia	1	3											4	6	10
Gonorrhea	19	18											37	206	181
Haemophilus Influenza	0	0											0	10	4
Hepatitis A	1	0											1	9	2
Hepatitis B (perinatal)	0	1											1	4	1
Hepatitis B acute	0	0											0	2	0
Hepatitis B (chronic)	0	3											3	22	15
Hepatitis C (acute)	0	0											0	2	1
Hepatitis C (chronic)	21	15											36	269	251
Hepatitis C (peri-natal)	1	0											1	1	1
Influenza-Hospitalized	48	114											162	158	281
La Crosse Virus Disease	0	0											0	1	0
Legionnaires Disease	0	0											0	21	18
Listeriosis	0	0											0	1	0
Lyme Disease	0	0											0	14	16
Malaria	0	0											0	0	0
Meningitis-aseptic/viral	0	0											0	2	3
Meningitis, Bacterial not Neisseria	0	0											0	0	5
Mumps	0	0											0	1	0
Mycobacterium Tuberculosis	0	0											0	0	0
Pertussis	4	4											8	9	8
Rocky Mountain spotted fever	0	0											0	1	0
Salmonella	0	2											2	31	26
Shigellosis	0	0											0	9	1
Staph Aureus VRSA	0	0											0	0	0
Streptococcal Group A (GAS)	2	0											2	12	15
Streptococcal Group B Newborn	0	0											0	1	0
Streptococcus Pneumoniae (ISP)	4	0											4	2	19
Syphilis	4	4											8	30	10
Tetanus	0	0											0	0	1
Varicella	0	0											0	6	5
Vibriosis	0	0											0	0	0
West Nile Virus	0	0											0	0	3
Yersinia	0	0											0	0	0
Totals	178	214											392	1688	1730

Get Vaccinated Ohio (GV Ohio)

Carol Tackett, RN completed five Ohio Immunization Requirements for School training sessions for school nurses. She also conducted two immunization validation record reviews at two schools in Lake County which were randomly selected by ODH.

Children with Medical Handicaps (CMH)/Lead

In the month of February, the Public Health nurse provided case management services to 259 clients active on the Treatment, Diagnostic, and Service Coordination divisions of the CMH program. The nurse assisted one new family with obtaining CMH services.

The CMH nurse also provides case management for the Lead Testing and Surveillance program. One child was identified with an elevated blood lead level in the 5-9ug/dL range. This is a new case. There were no children identified with blood lead levels equal to or greater than 10 ug/dL. Any child with an elevated blood lead level will be followed until their blood lead level is less than 5ug/dL.

Medical Reserve Corps

There has been increased interest in the Medical Reserve Corps, with 2 new volunteers completing the application process. Currently there are 166 volunteers that include healthcare professionals and non-healthcare professionals. Coordinator is looking into future and possible trainings and engagement opportunities for volunteers.

Matter of Balance

LCGHD held a coach training session for volunteers wanting to teach the MOB program. 7 volunteers completed the training and are now able to teach MOB classes in the scheduled facilities. The first MOB class started March 6th at the Mentor Senior Center and had _ number of participants in attendance.

Ohio Buckles Buckeyes (Car Seats)

February car seat education class had 7 caregivers in attendance with 10 car seats distributed and installed. In total since November 2019, 32 car seats have been provided to Lake County residents. Scheduled for March are 9 caregivers with 10 car seat distribution and installations.

Cribs for Kids

In the month of February 4 cribettes were provided to caregivers in Lake, Geauga, and Ashtabula County residents. The current total of cribettes distributed for FY20 is 29 cribettes.

Tara Perkins provided the following highlights for Community Health Services:

- *No report*

4.02

Environmental Health

4.02.01 **Division Director's Report**

4.02.01.01

Updates and Special Topics

Promoting Healthy Practices at Food Service and Food Establishment Licensed Facilities

Section 3717-1-2.2 of the Ohio Uniform Food Code, Management and personnel: personal cleanliness, mandates that hands and arms are in a clean condition. This section of the code mandates a procedure for how to wash hands, when hands are required to be washed and what to wash them with. Out of 1,311 violations cited for the first two months of this year, only five were for handwashing issues. Proper handwashing is an issue that the food service inspectors focus on during inspection.



As hand hygiene is again being emphasized due to the potential COVID-19 spread and the statistics reported indicate, handwashing can be an efficient vehicle to transmit virus and bacteria. Due to this, handwashing is an issue that the Environmental Health Division has been focused on well before this new virus. While the Lake County Health District is focused on hand hygiene, it is nice to see that industry is pushing hand hygiene in response to COVID-19. ServSafe, a food safety certification group, has distributed information to the people they have certified about hand hygiene and employee illness response. The next page is an employee health and handwashing reminder that was sent to all licensed facilities. Hopefully with many different groups pushing the same information, it will improve peoples' behavior, not just in restaurants, but in peoples' private lives as well.

Employee Illness Reminder

With stomach virus and cold/flu season upon us, the Lake County General Health District would like to remind our licensed food operators of their employee illness responsibilities.

Responsibilities of licensed food operators regarding their employees and illnesses:

- If an employee is exhibiting signs or symptoms of vomiting, diarrhea, jaundice, sore throat with a fever or have an infected lesion, the employee must report this symptom to management and management should exclude them from working until they are symptom free.
- If an employee is exhibiting signs of a cold or flu, they should be reassigned to a non-food handling task or limit food handling and reinforce proper hand washing.
- If an employee is diagnosed with one of the 13 reportable illnesses, they should be excluded from work and not return until cleared by their physician. This diagnosis must also be reported by the management to the Lake County General Health District.



The management of your facility must also ensure that the employees are informed in a verifiable manner of their responsibility to report foodborne related illnesses. An example policy with the 13 reportable illnesses listed can be found at https://www.lcghd.org/wp-content/uploads/EH/Employee_Health_Policy_Agreement_revised_8721.pdf

REV1: 2/6/2020



**Lake County
General Health District**

Public Health
Prevent. Promote. Protect.



4.02.02 Air Pollution Control Programs

4.02.02.01 Unit Supervisor's Report

Air Pollution Control

B. Mechenbier participated in the monthly Ohio Local Air Pollution Control Officers Association (OLAPCOA) conference call on February 3rd. The Ohio EPA had no update about the federal budget at this time. There is a planned revision to the contracts to account for the actual fees the state collects from major sources. The Ohio EPA has contracted with an accountant to perform the mandated Title 5 funding audit for all of the Local Air Agencies. This should occur by the end of May. The Ohio EPA is beginning to plan on the upcoming Ozone season. Source reduction is the main idea at this time.

The Ohio EPA conducted a monitor audit at the Eastlake site. The monitor passed the audit but the nightly zero test was getting close to the limit. The monitor needed to be recalibrated to bring it back in line.

The staff were preparing for the upcoming Ozone monitoring season which begins on March 1st.

4.02.03 General Environmental Health Programs

4.02.03.01 Unit Supervisor's Report

Food Safety

The food staff inspected 123 food services in February. This completes the inspection cycle and they will start over in earnest in March.

Four staff members attended the sewage contractors training class on February 25th. The class was sponsored by our sewage group. Topics of discussion included importance of soils in treatment systems, details of the new O & M program at LCGHD, GIS tools, how contractors will be able to use HDIS, NPDES permits and sampling, and blood borne pathogen risks (and available vaccines) associated with working in the sewage program. This class is a good way for staff to get continuing education hours and also keeps the sanitarians up to date with these rules.

The staff continued to work on reviewing the food program policies.

A. Lustig assisted with the inspections that were used to close Lake Dine and Dance for improper sewage disposal. There was raw sewage in the basement and parking lot of the facility. A court order was granted and it must remain closed until proper sewer connections are made and verified.

Housing

Lake County Elder Interdisciplinary Team

C. Loxterman attended the March monthly meetings of the inter-disciplinary team hosted by JFS.

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

Kristen Fink finished up the reports she supplies to both Lake County and the City of Mentor Storm Water Departments for their annual reports that are due each spring to the Ohio EPA. The reports cover the work that we are contracted with both departments for. She is also prepping for the upcoming outfall sampling starting in the spring.

Sewage Treatment

On February 26, 2020 the Liquid Waste staff put on a day long presentation for the household sewage system installers, service providers, designers, and waste haulers. The presentation was to provide them with educational hours for their continuing educational requirements for their state licenses. Over 55 sewage contractors attended as well as many of our staff sanitarians who also received continuing education credits for attending. Kristi Pinkley, Dylan Kager, and Dan Sinclair from the Health District gave presentations accompanied by members from industry including Ohio Dept. of Health, Ciro's Sewer, and Laura Kramer Kuns Consulting. The program was well received and many of the contractors thanked our staff for putting it on.

On February 11, 2020 Lake Dine and Dance at 520 Fairport Nursery Rd. in Painesville Twp. was deemed a public health threat and the Prosecutor’s office obtained orders from Lake County Courts to close the establishment until a sewer line is connected. The hearing scheduled at the courts for February 19th, 2020 was continued by both parties due to the work that was needed was not complete. As of March 6th the work was still not completed and they are hoping to be done soon. Once connected to the sanitary sewer properly, the establishment will be allowed to reopen.

WPCLF-Water Pollution Control Loan Fund

Bid packets are being prepared for 7-8 homeowners who have applied for assistance. These bids will use up the remaining 2019 funds. We are funded for another \$150,000 for 2020.

Solid Waste

Liz Militante-Advey conducted a monthly comprehensive site inspection at the Lake County Solid Waste Facility on February 13, 2020.

Liz is also preparing to begin conducting the Manufactured Home Parks in Lake County as part of the contract we have with the State Dept. of Commerce. Inspections must be conducted between March and July at the 22 Manufactured Home Parks we have.

Davene Sarrocco-Smith met with officials from the City of Willowick concerning ongoing rat complaints that both departments have been receiving. They have scheduled a public meeting for Saturday March 14th to provide education to the public and hear their concerns.

Water Quality

No report at this time.

4.02.06 Board Action Status

Note: New entries are bold faced

Program	Name	Pol. Sub.	BOH Ref. Date	Status
Housing	Laurel Residential (Econcord Manor LLC & Rconcord Manor LLC)	Concord	11/18/19	Forwarded to the Prosecutor’s Office

Sanitary Sewer Connection Status

There are no longer any properties that are under Board of Health Status. There are 23 homes that still need to have internal inspections to verify that all house-hold and garage plumbing is connected to the sewer. None of which were presented to the Board for noncompliance in tying into the sewer. We continue to work with the city of Willoughby Hills to verify that connections are completed.

Dan Lark provided the following highlights:

- *Novel coronavirus (COVID-19) testing is available to those that meet specific criteria. Hospitals that can test are Metro Health, Cleveland Clinic, University Hospitals, and Lake Health. It takes approximately 24 hours to get results, but may take longer. Testing can be ordered by primary care physicians, ERs, and Urgent Cares. Testing in Lake County can be done at Lake Health Urgent Care and ERs.*
- *The Lake County General Health District's Call Center is staffed with nurses and sanitarians. They have received over 300 calls depending on the day.*

Discussion:

Dr. Irene Druzina said, due to the overwhelming demand for testing and potential lack of resources, the Cleveland Clinic has dropped the request for written scripts and an order is sent electronically to a pool of clinicians to sort the requests based on four tiers of need. The turnaround time is about 3-4 days.

Rich Harvey asked if LCGHD was still doing contact tracing. Dan Lark said yes, they have 5 people in Lake County. Ron Graham said there is currently no guidance from the state to stop the contact tracing, so staff has been shifted to do this as quickly and efficiently as possible.

Rich Harvey asked for an update on the staff and services at LCGHD. Dan Lark said that we have enough staff power to assist with the call center and tracing. If there are too many cases to trace, the state may stop requesting contact tracing. Regarding services, Environmental Health is not doing public inspections, although there are some sewage-related ones being conducted based on need, and complaints are being triaged to identify ones that need to be done at this time; Clinical Services has cancelled all immunization clinics; Vital Statistics is still operating; and WIC is still operating per the State of Ohio. Ron Graham said most non-essential services have been stopped and our main focus is trace back and epidemiology surveillance at this time. Rich Harvey asked about the supply of PPE for employees. Ron Graham said that we have a small supply and we are working with the Emergency Management Agency (EMA); some are also being delivered from the state. We are working with the EMA to get supplies to assisted living and nursing homes.

Dr. Irene Druzina asked if there has been any guidance regarding providers washing their hands with soap and water while wearing personal protective equipment (PPE) gloves to stretch supplies. Ron Graham said they have not had the need for that yet, but can research it.

Patricia Murphy said there have been some exceptions and stretching of PPE standards when there is a critically limited supplies. Ron Graham said it's very situational when you get to that point, but he does not think we are there yet.

Rich Harvey suggested checking the N95 masks for faulty straps; some have lost their elasticity if stored too long and may need to be replaced. Ron Graham said we will check our Point of Dispensing supplies and will also reach out to the fire chiefs and EMA today.

Patricia Murphy suggested a rotation of equipment and maintaining appropriate stock piles so these types of experiences can be avoided. Adam Litke said this will be built in to the capital budget to avoid these issues in the future.

Patricia Murphy asked how the LCGHD staff is doing. Ron Graham said that everyone is doing well. We are looking to stagger shift work and provide support for the staff. Situation Reports are distributed Mondays through Fridays.

4.03

Finance and HR Director's Report

4.03.01

Miscellaneous

1. Lake County HDAC was held on March 2, 2020 at the Health District 5966 Heisley Road location.
2. Ohio Department of Health (ODH) Annual Financial Report was completed and submitted as required by ODH for both Lake and Geauga County.
3. Geauga County HDAC will be held on March 25, 2020 at 7:30pm.
4. Lake County 2019 calendar year audit will officially start on March 9, 2020.
5. The 2019 Cost Analysis is currently be worked and will be presented to the Board of Health after completion.

4.03.02

Employment

1. Open Positions
 - a. Health Educator – Full Time
 - b. Health Educator – Part Time
2. Resignations
 - a. Shaelin Hurley – Health Educator – Effective February 18, 2020
3. New Hires
 - a. None
4. Promotions
 - a. None
5. Lay-Offs
 - a. None
6. Job Abolishment
 - a. None
7. Cancelled Positions
 - a. Public Health Nurse II – Part Time

Lake County General Health District
MONTHLY FINANCIAL REPORT

Feb-20

RECEIPTS	YTD	BUDGET	% RECD	YTD LESS BUDGET
Environmental Health Receipts	\$ 519,425	\$ 1,295,800	40%	\$ (776,375)
Public Health Nursing	\$ 11,286	\$ 79,500	14%	\$ (68,214)
Federal Grants	\$ 239,386	\$ 1,421,600	17%	\$ (1,182,214)
State Grants	\$ 121,614	\$ 717,500	17%	\$ (595,886)
Local Contracts	\$ 44,691	\$ 190,500	23%	\$ (145,809)
Vital Statistics	\$ 66,719	\$ 333,500	20%	\$ (266,781)
Miscellaneous	\$ 13,614	\$ 98,500	14%	\$ (84,886)
Tax Dollars	\$ 5,886	\$ 2,757,514	0%	\$ (2,751,628)
Rental Income	\$ 26,356	\$ 86,136	31%	\$ (59,780)
Capital Improvement	\$ -	\$ -	#DIV/0!	\$ -
TOTAL RECEIPTS	\$ 1,048,977	\$ 6,980,550	15%	\$ (5,931,573)
Beginning Cash Balance	\$ 5,167,336	\$ 4,500,000	115%	\$ -
TOTAL - ALL FUNDS	\$ 6,216,313	\$ 11,480,550	54%	\$ (5,931,573)

DISBURSEMENTS				
Salaries	\$ 400,706	\$ 3,400,500	12%	\$ (2,999,794)
Fringe Benefits	\$ 168,436	\$ 1,345,551	13%	\$ (1,177,115)
Contract Services	\$ 33,189	\$ 367,110	9%	\$ (333,921)
Program Supplies, Marketing, Health Ed.	\$ 25,614	\$ 522,398	5%	\$ (496,784)
Office Supplies and Postage	\$ 5,974	\$ 115,004	5%	\$ (109,030)
Transportation and Travel	\$ 6,598	\$ 118,331	6%	\$ (111,733)
Building Expense	\$ 22,189	\$ 198,225	11%	\$ (176,036)
Equipment	\$ -	\$ 413,550	0%	\$ (413,550)
Returns	\$ 360	\$ 17,926	0%	\$ (17,567)
Operating Expenses	\$ 78,253	\$ 422,850	19%	\$ (344,597)
Contingency	\$ -	\$ 250,000	0%	\$ (250,000)
Capital Improvement	\$ -	\$ 300,000	0%	\$ (300,000)
SUB TOTAL	\$ 741,319	\$ 7,471,445	10%	\$ (6,730,126)
Obligations from previous year	\$ 277,356	\$ 277,356	100%	\$ -
TOTAL DISBURSEMENTS	\$ 1,018,675	\$ 7,748,801	13%	\$ (6,730,126)

CARRYOVER	\$ 5,197,639	\$ 3,731,749	72%	\$ 1,465,890
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MONTHS & % OF YEAR

2

12

16.67%

		February	
Fund #	Fund Name	2020	2019
001	Health Payroll Reserve Fund	\$ 250,168.00	\$ 250,168.00
002	Immunization Action Plan	\$ 30,164.35	\$ 62,813.72
003	Manufactrd Homes, Parks, Camps	\$ 5,750.00	\$ 1,200.00
004	Water Systems	\$ 22,598.50	\$ 6,171.50
005	WIC	\$ 140,402.90	\$ 163,040.56
006	Swimming Pool	\$ 371.78	\$ 3,697.83
007	Board of Health	\$ 1,691,464.31	\$ 1,523,862.68
008	Vital Statistics	\$ 67,190.09	\$ 114,769.14
009	Tuberculosis Record Program	\$ -	\$ -
010	Food Service	\$ 421,210.90	\$ 395,115.36
011	Health Promotion and Planning	\$ 158,125.03	\$ 63,473.21
012	Health Budget Stabilization Fund	\$ 250,000.00	\$ 250,000.00
013	Public Health Nursing	\$ 427,068.79	\$ 56,063.92
014	Air Pollution Control	\$ 181,529.97	\$ 13,315.22
015	Solid Waste Site	\$ 41,763.73	\$ 25,178.77
016	Help Me Grow	\$ -	\$ -
017	Public Health Infrastructure	\$ 186,898.36	\$ 184,371.42
018	Safe Community Program	\$ 48,792.21	\$ 25,540.52
019	Ryan White Title I	\$ -	\$ -
020	HIV Prevention Grant	\$ 18,655.45	\$ 19,654.71
021	Child and Family Health Services	\$ 1,218.86	\$ 81,218.86
022	Family Children First Council	\$ -	\$ -
023	Sewage Treatment Systems	\$ 242,443.61	\$ 222,782.67
024	Dental Sealant	\$ -	\$ -
025	Carol White Grant	\$ 3,794.84	\$ 3,794.84
026	Permanent Improvement	\$ 425,838.19	\$ 491,447.55
027	FDA Food Service	\$ 67,235.07	\$ 36,169.33
028	Tobacco Use Prevent & Cessation	\$ 72,472.07	\$ 89,183.29
029	Office of Health Policy & Performance	\$ 440,746.99	\$ 363,460.53
997	AFLAX/Voya	\$ 1,734.55	\$ 1,918.78
Total Cash		\$ 5,197,639	\$ 4,448,412

The General Fund (aka Board of Health – Fund 007) had an increase of 11.0% from this time in the prior year. The Permanent Improvement Fund (Fund 026) has decreased by 13.35% from this time in the prior year. The decrease to the Permanent Improvement Fund is primarily due to the payments that were made in previous months related to heating, ventilation, and air conditioning (HVAC) system.

Adam Litke provided the following highlights:

- *No report*

4.04

Health Education and Outreach

4.04.01.01

Division Director's Report

The Director and staff have been getting acclimated to the new WIC system and have been working together to solve problems as they arise. The Walk-In Wednesday Continuous Quality Improvement (CQI) project is progressing and will be highlighted during the All Staff meeting in March. Last month, we had 10 clients as walk-ins. The total number was low because we were unable to call the missed foods due to no new report being able to run in the new system. State is aware of this and it should be fixed soon. One recommendation was to have an employee who speaks Spanish during Walk –in Wednesdays. This will help keep the flow of participants moving. All recommendations are being taken into consideration.

The Director participated in the self-assessment for Crossroad's Early Head Start/Early Intervention programs on February 19.

As the month ended, a decision has been made to move the Willoughby WIC clinic to the Wickliffe Family Resource Center. Another location is in the works for the Eastlake/Willoughby area of the county. The Director continues to plan for the move, plan for changes in clinic schedules for future months and has been assisting the Breastfeeding team with planning for the Breastfeeding Awareness Event in August at the Eastlake Miracle Field next to the Lake County Captains stadium.

One Door to Pathways

The Service Coordinator has been working closely with the Health Commissioner and the Superintendent of Wickliffe City Schools on a proposal to sustain the Family Resource Center (FRC) over the next two to three years by incorporating numerous Health District programs. A meeting on February 27th discussed staffing and equipment needs moving forward. The new anticipated Wickliffe school campus and how the Family Resource Center would fit in was also discussed. Signature Health has had a counselor in the office for a few weeks. The Counselor and the Service Coordinator have already collaborated on finding help for one of the Service Coordinator's clients. The Signature Health Nurse Practitioner is set to start at the FRC soon.

The Wickliffe City Schools Superintendent also requested that the Service Coordinator detail a few success stories in result of the new Family Resource Center for a grant opportunity, in which she provided. The Service Coordinator has first-hand contact with families in need through both the One Door to Pathways Health District program, through the school's WicKloset program, and tracks participation of community programs being offered at the FRC by various organizations, so the request was easiest described by her.

The Service Coordinator has also been working closely with the Learn, Lead, Serve students who manage the WicKloset Program to make a process easy for both the current students, future students who will be transitioning into the program in subsequent years, school staff, and for families. She has also received four referrals from the WicKloset program, as well as two other referrals from outside agencies in the month of February. Bringing the caseload to over 40 clients in various stages of need and successful resource connections.

The Service Coordinator has decided to wait to produce an annual report until June when the school year is over so that the entire school year can be properly evaluated and presented for future needs.

4.04.02 Women, Infants and Children (WIC) Unit Report

Nutrition Education

The Registered Dietitian in Geauga County has been attending outreach events with Geauga Early Intervention programs geared towards families of children ages birth to 3 years during the month of February.

A meeting was held with Burton Congregational Church food pantry representative Al Sajewski regarding WIC coming out during the food pantry hours. They are open Tuesday –Saturdays. The church will provide a table for WIC at the food pantry. WIC is scheduled for mostly Friday mornings and possibly Thursday evenings when available.

The infant feeding class was held in February. All who attended found it to be very interesting and useful. In March, Kids in the Kitchen class will be offered.

Breastfeeding Updates

In February, both breastfeeding peers started new support groups throughout both counties. Eight months ago, WIC merged with tripoint in hopes we would meet the needs of our WIC moms better. After discussions, the breastfeeding team have made the choice to restart the WIC bonding with Breastfeeding Support Group. We chose two locations to host it twice a month. The second Wednesday it will be at the Mentor Public library from 10-12pm. The fourth Wednesday it will be at the Morley Public library from 2:00-3:30. We hope we will be able to reach our moms better by having it twice a month one closer to the Willoughby clinic and the other closer to Painesville. A support group is held at the Middlefield Library on the first Thursday every month.

The breastfeeding team started preparing for BAM. On Wednesday February 26th we started doing outreach and were able to get some donation the same day. We hit about 10-15 places and plan to hit more in the coming months. The event is scheduled for August 26 at the Eastlake Miracle Field. It is a 12:00 game. A Diaper and Wipe Drive has been established between the Painesville Credit Union and the Lake County Employees Credit Union. Donations from this drive will be given to the moms at our Breastfeeding Awareness Month (BAM) Event in August.

State WIC Updates

Clinic Caseload February:

CLINIC	FY19 Assigned Caseload	Caseload	% Caseload	% Assigned Caseload
Central	1353	1269	45%	93%
Willoughby	980	856	30%	87%
Madison	342	302	11%	88%
Geauga	435	386	14%	88%
TOTAL CASELOAD	3110	2813		89%

Clinic Activity in February:

Activity	Scheduled	Attended	Show Rate %
Re-certifications	490	339	69%
Certifications	180	143	79%
Individual Educations	229	183	79%
Group Educations	226	155	69%
High Risk Clients	127	89	70%
Average show rates			73%

Kathy Milo provided the following highlights:

- *No report*

4.05

Office of Health Policy and Performance Improvement

4.05.01

Director

February was characterized by several interoffice transitions for Office of Health Policy and Performance Improvement (OHPPI) staff members. On Tuesday, February 4, Health Educator Shaelin Hurley provided her formal resignation notice, which prompted the internal and external posting for a full-time Health Educator position. Ms. Hurley managed the administration of the Ohio Department of Health (ODH) Tobacco Use Prevention and Cessation (TUPC) grant, the latter of which is tri-county effort, and serves Lake, Geauga, and Ashtabula counties, respectively. Several interviews have since been conducted during the weeks of February 24 and March 2, and potential candidates have been identified. In the interim, Matthew Nichols has been working closely with Community Health Services Director Tara Perkins and Public Health Nurse Stephanie Jeckel to support ongoing activities related to the TUPC grant.

In light of recent OHPPI staffing additions, and in order to centralize staff member office locations, all OHPPI and Centers for Disease Control and Prevention (CDC) staff members are currently relocating to the former Health Promotion and Planning hallway, which is located on the third floor. Planning for the move began on Thursday, February 20, and efforts to relocate all related office materials and furniture remain ongoing.

Matthew Nichols and Jessica Wakelee have continued to prepare materials for the OHPPI conduction of the 2020 Holmes County Community Health Needs Assessment, in order to facilitate a meeting with the 2020 Holmes County Community Health Needs Assessment Steering Committee on Wednesday, March 18.

On February 19, Matthew Nichols participated in the quarterly Public Health Associate Program Host Site Supervisor webinar, as provided by CDC's Center for State, Tribal, Local, and Territorial Support. Lastly, final 2019 and initial 2020 OHPPI staffing evaluations were completed throughout the month of February.

4.05.02

Quality Assurance and Special Projects Coordinator

Christine Margalis completed reaccreditation presentations for both WIC staff and Community Health Services staff on February 24 and March 2, respectively; LCGHD's reaccreditation workgroup met on March 12, in accordance with its regular monthly meeting schedule.

The LCGHD Quality Improvement Council met on February 24, and consisted of staff members Patty Carte, Christy Armstrong, Kristi Pinkley, Chris Wilson, and Jessica Wakelee. The group reviewed and discussed quality improvement objectives for the next two years, with the intent of improving the organization's Culture of Quality score by mid-2021. The group will continue to meet monthly to discuss action steps and monitor progress.

Christine Margalis continues to provide support for public information activities related to COVID-19. Conference calls with varying objectives were attended on February 18, February 20, February 22, February 24, February 25, February 27, March 2, and March 3, as well as an LCGHD-specific planning meeting on March 3.

Additionally, Christine Margalis continues to represent LCGHD at Lake County community events, including the Mentor Area Chamber of Commerce State of the City luncheon on February 24, and the Mentor Area Chamber of Commerce Coffee and Conversation event with Congressman David Joyce on March 6. Christine will also be acting as a Celebrity Server, in representation of Women United, at the United Way of Lake County's March 12 Celebrity Server fundraiser.

4.05.03

Policy, Research, and Planning Coordinator

Throughout the month of February, Jessica Wakelee, in conjunction with OHPPI, Environmental Health, and Community Health Services staff members, respectively, participated in calls with ODH and CDC regarding the COVID-19 outbreak. ODH facilitated weekly calls during the first week of February, and has since transitioned to bi-weekly Tuesday and Thursday calls for the remainder of the month. Each call provides updates from ODH regarding the epidemiology of the virus, status of testing, general updates on response efforts, public information and communication, Q&A sessions, and a time for local health departments to share lessons learned and best practices. ODH has also held discipline-specific calls for Public Information Officers, in which Jessica Wakelee, Christine Margalis, and Dawn Cole participated, and for county Emergency Response Coordinators and Regional Public Health Coordinators, the latter of which was attended by Jessica Wakelee and Dawn Cole; both calls occurred on February 6.

Jessica Wakelee participated in a series of discussions with Bobbie Erlwein and Ramsey Baden throughout the month of February to prioritize the results of a root cause analysis conducted in January to assist with identifying strategies and potentially evaluation metrics for the LCGHD-CSTLTS pilot project. A logic map was constructed with input from Ron Graham, Matt Nichols, and Bobbie Erlwein, as well as personnel from CTSTLS. On February 4, Jessica Wakelee met with Ramsey Baden to finalize an integrated summary map. The resulting map was reviewed on February 13 with Ramsey Baden and Bobbie Erlwein, and issues were prioritized in accordance with what the team determined the pilot could address. The resulting map was intended for presentation at a reverse-site visit with CTSTLS scheduled for March 8-9 in Atlanta, which has been postponed due to current CDC coronavirus response efforts. Jessica Wakelee also worked with Ramsey Baden to review and format a crosswalk of the LCGHD and CSTLTS strategic plans.

On February 19, Jessica Wakelee, Dawn Cole, and Tammy Spencer from Geauga Public Health successfully completed a drill testing the inventory management and tracking system for receiving, shipping, and tracking medical countermeasures, the latter of which fulfills deliverable 15.1 of the Public Health Emergency Preparedness grant. Jessica Wakelee and Dawn Cole intend to replicate this drill for nursing staff in preparation for the Strikeout Anthrax Full Scale Points of Dispensing exercise in June.

Jessica Wakelee completed ICS-400 (Advanced Incident Command System) Training at the Lake County Emergency Management Agency, which was held on February 20 and 21.

On February 25, Jessica Wakelee and Ramsey Baden attended a midterm planning meeting for the June 15-17 Strikeout Anthrax Full Scale Exercise, and Dawn Cole participated by phone. The meeting included partners from the Ohio Department of Health, Cleveland Department of Public Health, Cleveland Emergency Management, Geauga Public Health, Medina County Health Department, Center for Health Affairs, and Cuyahoga County Board of Health. Per discussion at the planning meeting, the exercise will include local health departments submitting ICS-213RR requests for medical countermeasures in response to an anthrax scenario. CDC will deploy assets to ODH, who will distribute them to the local points of dispensing (POD) in each participating jurisdiction. The Center for Health Affairs will coordinate play for hospitals in these jurisdictions. LCGHD will activate a department operations center to test incident management, and stand up a POD at Willoughby Middle School to practice the receiving and dispensing of medical countermeasures. In support of this exercise, Jessica Wakelee and Dawn Cole will meet with Geauga and Medina counties to develop exercise injects for the master scenario event list, and work with Geauga Public Health to develop documents for the exercise controllers and evaluators.

4.05.04

Emergency Preparedness

The following PHEP grant deliverables were submitted to ODH:

- Deliverable-Objective 11.3 – Tactical Communications Strategy
- Deliverable-Objective 15.1 – Inventory Management and Tracking System (IMATS) Inventory Drill

The following PHEP grant deliverables were approved by ODH:

- Deliverable-Objective 11.3 – Tactical Communications Strategy
- Deliverable-Objective 14.1 – Medical Countermeasures Cold Chain Management Standard Operating Procedure
- Deliverable-Objective 15.1 – IMATS Inventory Drill

Meetings/Trainings Attended:

- Local Health Department (LHD) 2019 novel Coronavirus (2019-nCoV) conference call with ODH (February 3, February 5, February 6, February 7, February 11, February 13, February 20, February 25, and February 27)
- LHD Public Information Officer (PIO) conference call with ODH and LHD Emergency Response Coordinator conference call with ODH (February 6)
- Northeast Ohio Metropolitan Medical Response System (NEOMMRS) Meta-Coalition and NEOMMRS PIO Workgroup meetings (February 7)
- Northeast Ohio Regional Fusion Center Intelligence Liaison Officer Meeting (February 11)
- Cleveland BioWatch Advisory Committee Meeting (February 18)
- Strikeout Anthrax Full-Scale Exercise Midterm Planning Meeting (February 25)

News Releases 2019	Date Released
Lake County Reports Its First Pediatric Flu Death	February 5

Marketing Committee

The Marketing Committee met on February 5 to approve Project DAWN, Child Safety Seat, and Cribs for Kids campaigns.

4.05.05

Health Education

Ohio Mental Health and Addiction Services – Lake County Law Enforcement Distribution

In February, a total of 52 naloxone kits were distributed to the following Law Enforcement agencies:

- Painesville Police Department
- Madison Township Police Department
- Wickliffe Police Department
- Eastlake Police Department
- Mentor Police Department
- Lake County Jail
- Kirtland Hills Police Department

One life was reported saved by Law Enforcement on February 19.

Ohio Department of Health – Community Naloxone Distribution

A total of 90 naloxone kits were distributed to Lake County community members during the month of February, and were distributed at LCGHD (on-site and via the online naloxone distribution program), Signature Health, Crossroads Health, Windsor Laurelwood, Lake Humane Society, Lakeland Community College, St. James Church, and Lake Geauga Recovery Center.

During this time, 73 people were trained on how to use naloxone, and these trainings were hosted at LCGHD (on-site and via the online naloxone distribution program), Signature Health, Crossroads Health, Windsor Laurelwood, Lake Humane Society, Lakeland Community College, and St. James Church.

Two lives were reportedly saved by a community member during the month of February.

Lake County Safe Communities

In February, Health Educator Haley Russo billed for activities completed in January. The remainder of the month was spent planning for upcoming events, including the McDonald's Buckle Down, Think Fast Interactive Programs at Lake Catholic High School and Fairport Harding High School, Lunch Room Prom Blitzes at Harvey High School, Lake Catholic High School, Mentor High School, and Riverside High School, and the Hometown Heroes event at the Great Lakes Mall.

Tobacco Youth / Cessation

No new updates.

4.05.06

Board of Health Education – Coronavirus Disease 2019 (COVID-19) Update

March's Board of Health education presentation will be hosted by Ron Graham and Tara Perkins. Ron and Tara will provide an update regarding COVID-19.

Matthew Nichols provided the following highlights:

- *No report*

4.05.06

Board of Health Education

No Board of Health Education for March.

4.06

Health Commissioner's Report

4.06.01

New Report Summarizes the Value and Impact of PHAB Initial Accreditation

Since launching its national accreditation program in 2011, PHAB has amassed a substantial amount of quantitative and qualitative data that collectively provide insight into the value and impact of public health department accreditation. After nearly a decade of public health department accreditation, PHAB is pleased to announce the release of a [new report](#) summarizing the data gathered to date, along with contextual information to highlight why these findings matter to health departments and the communities they serve.

The report, *The Value and Impact of Initial Accreditation: A Review of Quantitative and Qualitative Data*, was compiled from a variety of data sources, including findings from surveys conducted by NORC at the University of Chicago, research findings from both comparative and longitudinal studies, and numerous case studies and qualitative stories. Key findings are organized into six themes: Quality Improvement, Partnerships, Accountability, Workforce, Resources, and Community Health/Equity.

The Value and Impact of Initial Accreditation: A Review of Quantitative and Qualitative Data is a living document that will be updated regularly as new quantitative and qualitative data are available. [Click here](#) to download the report.

4.06.02

JUUL Part of Multi-State Probe

The e-cigarette manufacturer JUUL is under investigation by [attorneys general for 39 states](#) to determine whether the company purposely targeted youth and made misleading claims about its product. The state officials said they will explore whether JUUL has misled the public about the safety, risks and nicotine levels in its popular e-cigarettes. JUUL has suspended all marketing and lobbying around flavor bans as scrutiny grew over the number of addicted youth.

4.06.03

Judicial Guide to Public Health Bench Book and Summary

The Office of Judicial Services at The Supreme Court of Ohio has recently mailed a Judicial Guide to Public Health Bench Book and Summary to your Court. This newly revised document is a valuable tool should you and your court encounter a public health issue. A letter inside the package states that the training material can be requested by contacting the Office of Judicial Services. However, to expedite that process and provide the information now, electronic versions of the guide are [here](#) and the summary is [here](#). Contact the [Office of Judicial Services](#) with any questions. [Click here](#) for more information.

4.06.04

Ohio Medicaid Basics: A Closer Look at Health Behaviors

The Health Policy Institute of Ohio (HPIO) has released a new brief, "[Ohio Medicaid Basics: A Closer Look at Health Behaviors](#)."

The policy brief, a follow-up to HPIO's [Ohio Medicaid Basics 2019](#), highlights evidence-informed policy options that the Ohio Department of Medicaid and managed care plans can advance within the healthcare system to support healthy behaviors among enrollees.

Unhealthy behaviors, including tobacco use, excessive drinking, lack of physical activity and poor nutrition, contribute to Ohio's poor health and high healthcare spending. When compared to other states, Ohio ranks near the bottom for conditions associated with unhealthy behaviors, including cardiovascular disease, adult obesity and type 2 diabetes. These conditions can be expensive to treat and difficult to manage.

Given Ohio Medicaid's role as one of the largest healthcare payers in the state, the Ohio Department of Medicaid and managed care plans have considerable leverage to encourage and incentivize healthy choices. However, based on Health Policy Institute of Ohio's review of publicly-available documents, Ohio Medicaid does not have a comprehensive approach to improve health behaviors among enrollees.

4.06.05

Local Governments Meet to Discuss Opioid Settlement - Excerpted from the OML Legislative Bulletin

A meeting was held last week to discuss the division and allocation of prospective settlement dollars from a multi-district litigation against opioid manufacturers and distributors. The meeting, which was organized by the attorneys representing the state and local governments in the litigation, was another in a series of discussions held among local leaders across the state that were first held in the Governor's mansion.

The purpose of the meeting was to discuss a proposed allocation of the funds from a future settlement. The current proposal would allocate 30% of the money directly to local governments for anything related to addressing the opioid epidemic, including past incurred expenses.

Under the current proposal, 55% of the money would be allocated to a foundation managed by a board made up of members from local governments. Those members would include appointments by the Governor, the Attorney General and the Legislature. The foundation would allocate 85% of the funds to regions in Ohio that are drawn up based on factors, including population and the number of drugs distributed. The funds would be allocated to those regions for the purposes of addressing efforts regarding abating the opioid epidemic, substance abuse, mental health and addiction. The remaining 15% would be allocated to the state of Ohio to combat the opioid epidemic. Thus, 100% of the funds would be earmarked for opioid abatement efforts.

According to the lawyers litigating the case, other states also involved in the lawsuit are currently considering a different split: 15% would go to the local governments, 70% would be allocated to the Attorney General of the state and the remaining 15% would be directed to the state and an opioid abatement foundation.

If can be reached, Ohio would be the first state thus far to present a united front when negotiations over the settlement begin, according to the attorneys that organized the meeting. Local leaders were also informed that the state has a trial date set for October. Once that trial begins, the window of opportunity for the state to work together will close. Additionally, attendees learned that of the 279 Ohio local government cases in this litigation, only two of those cases are currently moving forward.

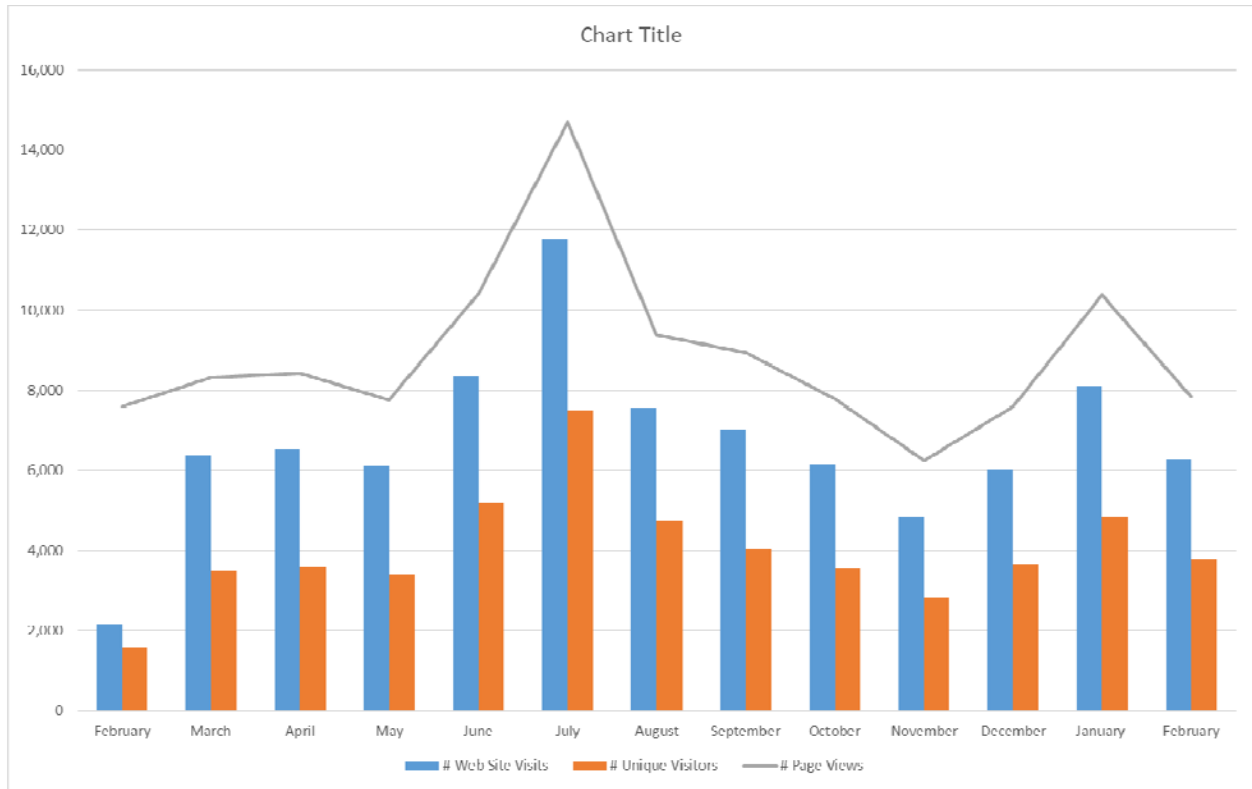
4.06.06

Vital Statistics Sales and Services Rendered

	February	YTD	Same Period 2019
Birth Certificates Issued	662	1304	1134
Death Certificates Issued	680	1701	1575
Fetal Death Certificates Issued	0	0	0
Burial Permits Issued	42	104	125
Birth Certificates Filed	119	239	248
Death Certificates Filed	146	340	345
Fetal Death Certificates Filed	0	1	3

4.06.07

Web Site Report



Ron Graham provided the following highlights:

- *No report*

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
06/17/19	EH	7.08	Request For Legal Action Against Marc Sheltraw, 1346 Mentor Avenue, #305, Painesville	APPROVED	N	3/16/2020	Case settled	2/26/2020
07/15/19	EH	7.03	Permission to Request a Variance for 2401 Trailard Drive, Willoughby Hills	APPROVED	N	9/16/2019	In process	
08/19/19	HCO	7.02	Permission to Submit Cooperative Agreement to Support Navigators in Federally-Facilitated Exchanges Grant, \$290,575.36	APPROVED	N	9/16/2019	Submitted	
11/18/19	ADMIN	7.04	Permission to Contract with Lakeland Management Services, Not to Exceed \$8,500	APPROVED	N			
11/18/19	EH	7.07	Request For Legal Action Against Laurel Residential (Econcord Manor LLC & Rconcord Manor LLC) for 9880 Old Johnnycake Ridge Rd., Unit #32, Concord	APPROVED	N	3/16/2020	Forwarded to Prosecutor	
12/16/19	OHPPPI	7.04	Permission to Submit the Enhancing Access to Care in Lake County Grant, \$105,460.91	APPROVED	N	1/27/2020	Submitted	
01/27/20	OHPPPI	7.03	Permission to Submit FY 2021 Tobacco Use Prevention and Cessation Grant, \$336,000.00	APPROVED	N			
01/27/20	OHPPPI	7.04	Permission to Submit the Public Health Emergency Preparedness (PHEP) / Cities Readiness Initiative (CRI) Grant, \$335,805.00	APPROVED	N			
01/27/20	ADMIN	7.05	Permission to Pay Northeastern Refrigeration \$23,000	APPROVED	N			
01/27/20	EH	7.07	Permission to Submit for Ohio Environmental Protection Agency (OEPA) Mosquito Control Grant for \$30,000	APPROVED	N	2/24/2020	Submitted	
01/27/20	EH	7.08	Permission to Spend up to \$150,000 to Reimburse Vendors Conducting Work Replacing Septic Systems as Part of the WPCLF (Water Pollution Control Loan Fund)	APPROVED	N	2/24/2020	In process	

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
02/24/20	CHS	7.04	Permission to Submit the Buckles Up For Life (BUFL) Grant, \$21,500.00	APPROVED	N	3/16/2020	In process	
02/24/20	EH	7.05	Permission to Purchase 3 Trucks for the Environmental Health Programs, Not to Exceed \$25,000.00 Each	APPROVED	N	3/16/2020	In process	
02/24/20	EH	7.06	Permission to Purchase 4 Cars for the Environmental Health Programs, Not to Exceed \$19,000.00 Each	APPROVED	N	3/16/2020	In process	
02/24/20	EH	7.07	Permission to Purchase Mosquito Control Products from Clark Mosquito Control, In the Amount of \$105,600.00 Plus Shipping	APPROVED	N	3/16/2020	In process	
02/24/20	EH	7.08	Permission to Purchase Two Mosquito Sprayers at \$14,500.00 Each, Plus Shipping from Clarke Mosquito Control	APPROVED	N	3/16/2020	In process	
02/24/20	EH	7.09	Permission to Purchase Fieldseeker Core Software, Not to Exceed \$6,800.00	APPROVED	N	3/16/2020	In process	

7.01

7.01.01

Certification of Monies, Resolution 20-03-07-01-01-100

Dr. Alvin Brown moved and Dr. Lynn Smith seconded a motion to adopt Resolution 20-03-07-01-01-100 to 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 20-03-07-01-02-100

Anthony Vitolo moved and Randy Owoc seconded a motion to adopt Resolution 20-03-07-01-02-100 to Increase/Decrease Appropriations, as listed in the recapitulation sheets attached to these minutes, be adopted; motion carried.

7.02

Resolution to Delegate Authority to Increase/Decrease Estimated Revenues and Appropriations to the Health Commissioner

Dr. Lynn Smith moved and Dr. Alvin Brown seconded a motion to adopt the Resolution to Delegate Authority to Increase/Decrease Estimated Revenues and Appropriations to the Health Commissioner; motion carried.



**Resolution
to Delegate Authority to Increase/Decrease
Estimated Revenues and Appropriations
to the Health Commissioner**



WHEREAS, the Lake County Board of Health is able to delegate authority to the Health Commissioner to increase and decrease estimated revenues and appropriations within but not between approved and amended budget funds, and

WHEREAS, the Lake County Board of Health will set the limit of the amount of such increases and decreases to the total amount the Board of Health has approved or amended for each fund, and

WHEREAS, such authority to increase and decrease estimated revenues and appropriations within but not between funds is delegated to the Health Commissioner up to the amount recorded in the budget approved or amended by the Board of Health to the fund, and

WHEREAS, any increase to total appropriations to would require BOH approval,

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Board of Health of the Lake County General Health District, through this resolution, agrees to give authorization to Ron H. Graham, Health Commissioner to increase and decrease estimated revenues and appropriations.

Adopted this 22nd day of March 2020.

Ron H. Graham, MPH
Health Commissioner



Brian Katz
President

Discussion:

Adam Litke clarified that this can only be used in cases that arise which appropriations need to be changed quickly. Ron would have the authority as long as the budget itself does not increase in total. This will not override the total budget that has already been approved, but will allow for the movement of appropriations between lines in a fund.

Nicole Jelovic asked for an example of when this would be needed. Adam Litke said that if we need to purchase unexpected supplies quickly from the Nursing fund, we can move appropriations from the equipment line to another expense line to buy those items without having to get approval from the Board of Health.

7.03

Executive Session

Patricia Murphy moved and Randy Owoc seconded a motion to enter into Executive Session to discuss matters of personnel – matters related to union contract and potential 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 9:25 a.m. Patricia Murphy moved and Roger Anderson seconded a motion to come out of Executive Session at approximately 9:49 a.m.; motion carried.

8.0

Adjournment

Roger Anderson moved and Dr. Alvin Brown seconded a motion to adjourn the meeting at approximately 9:50 a.m.; motion carried.



Secretary



President

BOARD OF HEALTH
LAKE COUNTY GENERAL HEALTH DISTRICT
Date March 22, 2020

The Board of the Lake County General Health District met this day, March 22, 2020, in a regularly scheduled meeting with the following members present:

13 Kef

Dr. Alvin Brown 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, 2020.

Dr. Lynn Smith 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 March 22, 2020.

Witness my hand this 22nd day of March 2020.

Secretary, Board of Health

[Signature]

Board Report - 03/01/2020 - 03/16/2020

BILLS PRESENTED TO BOARD OF HEALTH FOR CERTIFICATION OF PAYMENT ON: MARCH 14, 2020

I CERTIFY THERE ARE FUNDS TO MEET THE ENCUMBRANCES BELOW.

Christopher A. Galloway
 Christopher A. Galloway, Lake County Auditor

CHRISTOPHER A. GALLOWAY, LAKE COUNTY AUDITOR:

LAKE COUNTY AUDITOR

Issued / Vendor	Description	PO #	Fund #	Amount
BOARD OF HEALTH	COLOR COPIES 2/20	0	00200761-755	4.15
BOARD OF HEALTH	COPIES 2/20	0	00200761-755	36.90
BOARD OF HEALTH	SAL/FRINGE TO 07E ADMIN 2/20	0	00200761-755	653.82
			Total #	694.87

BOARD OF HEALTH	COPIES 2/20	0	00500761-755	92.30
BOARD OF HEALTH	SAL/FRINGE TO 07E ADMIN 2/20	0	00500761-755	6082.30
CELLCO PARTNERSHIP (VERIZON)	CELL PH - WIC - FEB	669192	00500761-755	197.58
HAWN, TAMMY	REIMB MILEAGE 2/26/20	0	00500761-755	8.84
HAWN, TAMMY	REIMB MILEAGE 2/7/20-2/26/20	0	00500761-755	63.44
HUNTSBURG TOWNSHIP	RENT - HUNTSBURG WIC APRIL 20	669177	00500761-755	704.00
LAKE COUNTY TELECOMMUNICATIONS	VOICE MAIL 3/20	0	00500761-755	67.50
MILO, KATHY	REIMB MILEAGE 2/25-2/27/20	0	00500761-755	19.76
TIME WARNER CABLE-NORTHEAST	VIC PLACE PH/INTERNET-MARCH	669237	00500761-755	134.99
VISTA CREATIONS DBA FAST SIGNS	MADISON WIC SIGN INV 292-36947	669246	00500761-755	67.15
			Total #	7437.86

BOARD OF HEALTH	FUND CORRECT 2/20 AQUATIC COU	0	00600761-755	345.00
			Total #	345.00

Board Report - 03/01/2020 - 03/16/2020

BILLS PRESENTED TO BOARD OF HEALTH FOR CERTIFICATION OF PAYMENT ON: MARCH 16, 2020

I CERTIFY THERE ARE FUNDS TO MEET THE ENCUMBRANCES BELOW.

Christopher A. Galloway
 CHRISTOPHER A. GALLOWAY, LAKE COUNTY AUDITOR

LAKE COUNTY AUDITOR

Issued / Vendor	Description	PO #	Fund #	Amount
BLUE TECHNOLOGIES	INV 161517	669196	00700761-755	240.97
BLUE TECHNOLOGIES	INV 133696	0	00700761-755	100.90
BOARD OF HEALTH	FUND CORRECT -VIC PL 2/20	0	00700761-755	200.00
C D W GOVERNMENT INC	INV XCG0826 3/3/20	669285	00700761-755	591.96
C D W GOVERNMENT INC	INV XBX9811 3/3/20	669283	00700761-755	2822.56
C D W GOVERNMENT INC	INV XCF9542 3/3/20	669284	00700761-755	397.01
C D W GOVERNMENT INC	INV XFD8327 3/10/20	669284	00700761-755	166.08
CELLCO PARTNERSHIP (VERIZON)	CELL PH - ADMIN FEB	669165	00700761-755	1702.17
CITY OF PAINESVILLE	PARKING FOR VIC PL - APRIL	669166	00700761-755	205.00
CONRAD'S TIRE SERVICE	FLEET MIANT - INV 85251 3/6/20	669202	00700761-755	24.15
GOV/CONNECTION INC	LENOVO COMPUTERS - TIM	669273	00700761-755	2937.00
GRAHAM, RON	COUNTRY TRAVEL REIMB - MAR 20	669158	00700761-755	545.00
HAWN, TAMMY	REIMB MILEAGE 2/26/20	0	00700761-755	0.94
HAWN, TAMMY	REIMB MILEAGE 2/7/20-2/26/20	0	00700761-755	6.71
JOUGHIN & CO. HARDWARE	PROGRAM SUPPLIES - ADMIN/FEB	669203	00700761-755	70.43
JUST RUN LAKE COUNTY	SILVER SPONSOR	669282	00700761-755	1000.00
KATHLEEN J MILLER & ASSOCIATES INC	ACCOUNTING SERVICE INV1040	669204	00700761-755	175.00
LAKE COUNTY TELECOMMUNICATIONS	AT & T - PAETEC LONG DIST 2/20	0	00700761-755	682.98
LAKE COUNTY TELECOMMUNICATIONS	VOICE MAIL 3/20	0	00700761-755	277.50
LASSITER & SON LLC	INV 7904 3/2/20	0	00700761-755	1700.00

Board Report - 03/01/2020 - 03/16/2020

BILLS PRESENTED TO BOARD OF HEALTH FOR CERTIFICATION OF PAYMENT ON: MARCH 16, 2020

I CERTIFY THERE ARE FUNDS TO MEET THE ENCUMBRANCES BELOW.

Christopher A. Galloway
 CHRISTOPHER A. GALLOWAY, LAKE COUNTY AUDITOR

LAKE COUNTY AUDITOR

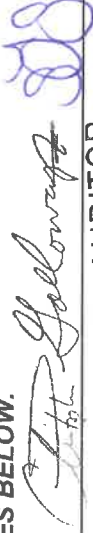
Issued / Vendor	Description	PO #	Fund #	Amount
MILO, KATHY	REIMB MILEAGE 2/25-2/27/20	0	00700761-755	2.09
OPEN ON LINE	INV 513489 2/29/20	0	00700761-755	77.00
SIEVERS COMPANY	SECURITY SERVICE MAR 1315668	669162	00700761-755	46.92
SNELL, TIMOTHY	REIMB MILEAGE 1/30-2/12/20	0	00700761-755	145.42
TIME WARNER CABLE-NORTHEAST	INTERNET - HEISLEY RD MAR 2020	669163	00700761-755	1187.71
VIC PLACE LLC	VICTORIA PL-SUITE 202 RENT/DEP	669268	00700761-755	1035.00
WRIGHT EXPRESS FINANCIAL SERVICES	FLEET FUEL #64162308 FY20	669164	00700761-755	696.08
Total #				17036.58
BOARD OF HEALTH	POSTAGE 2/20	0	00800761-755	49.50
BOARD OF HEALTH	COPIES 2/20	0	00800761-755	134.50
Total #				184.00
OHIO DIVISION OF REAL ESTATE	BURIAL PERMITS - FEB 2020	669208	00800761-756	105.00
Total #				105.00
BOARD OF HEALTH	COPIES 2/20	0	01000761-755	20.30
GAMRAT SPATS CAFE LTD	REFUND #55613 3/2/20 FOOD LIC	0	01000761-755	30.00
ST NOEL BANQUET CENTER	REFUND #55149 2/20/20 FOOD LIC	0	01000761-755	190.00
STONE GLEN CAMP	REFUND# 55427 2/26/20 FOOD LIC	0	01000761-755	14.00
UDDHAVADHA ENTERPRISES INC	REFUND #55778 3/10/20 FOOD LIC	0	01000761-755	7.50

Board Report - 03/01/2020 - 03/16/2020

BILLS PRESENTED TO BOARD OF HEALTH FOR CERTIFICATION OF PAYMENT ON: MARCH 16, 2020

I CERTIFY THERE ARE FUNDS TO MEET THE ENCUMBRANCES BELOW.

CHRISTOPHER A. GALLOWAY, LAKE COUNTY AUDITOR:

Christopher A. Galloway


LAKE COUNTY AUDITOR

Issued / Vendor	Description	PO #	Fund #	Amount
Total #				261.80
BANDRY, JOSEFINA	TRANSLATOR 3/9/20	669168	01300761-755	62.50
BOARD OF HEALTH	POSTAGE 2/20	0	01300761-755	27.90
BOARD OF HEALTH	COLOR COPIES 2/20	0	01300761-755	8.35
BOARD OF HEALTH	COPIES 2/20	0	01300761-755	147.15
BOARD OF HEALTH	SALFRINGE TO 28E JECKEL 2/20	0	01300761-755	1000.36
BOARD OF HEALTH	SALFRINGE TO 28E JECKEL 2/20	0	01300761-755	516.56
BOARD OF HEALTH	SALFRINGE TO 07E ADMIN 2/20	0	01300761-755	198.87
CINTAS CORP #259	ADULT AED PADS INV 9072293175	669130	01300761-755	46.95
DIRECT MARKETING PUBLISHING LLC	ADS - NURSING INV 9532	669302	01300761-755	255.00
JECKEL, STEPHANIE	REIMB MILEAGE 2/13/20	0	01300761-755	5.75
LAKE COUNTY TELECOMMUNICATIONS	VOICE MAIL 3/20	0	01300761-755	60.00
LITKE, ADAM	COVID SUPPLIES TO WIC 3/5/20	0	01300761-755	65.28
QUADAX	NURSING CLAIMS #94351 2/29/20	669176	01300761-755	55.00
Total #				2449.67
AIRGAS	#9968787379 2/29/20 - APC FY20	669171	01400761-755	94.33
BOARD OF HEALTH	AUTO MAINT 2/20 MEHLS, MARN	0	01400761-755	134.23
BOARD OF HEALTH	MILEAGE APC 2/20 MARN	0	01400761-755	42.90
BOARD OF HEALTH	SALFRINGE TO 07E ADMIN 2/20	0	01400761-755	3121.58

Board Report - 03/01/2020 - 03/16/2020

BILLS PRESENTED TO BOARD OF HEALTH FOR CERTIFICATION OF PAYMENT ON: MARCH 16, 2020

I CERTIFY THERE ARE FUNDS TO MEET THE ENCUMBRANCES BELOW.

CHRISTOPHER A. GALLOWAY, LAKE COUNTY AUDITOR:

Christopher A. Galloway
 LAKE COUNTY AUDITOR

Issued / Vendor	Description	PO #	Fund #	Amount
CELLCO PARTNERSHIP (VERIZON)	CELL PH SERV - APC FEB	669173	01400761-755	131.51
E2B CALIBRATION	CALIBRATE MARTEL T110 - DOUG M	669215	01400761-755	45.00
E2B CALIBRATION	DRUCK-DPI740 CERT	669172	01400761-755	195.00
GOV/CONNECTION INC	LENOVO COMPUTERS - APC	669276	01400761-755	979.00
JOUGHIN & CO. HARDWARE	PROGRAM SUPPLIES - APC 2.5/FEB	669216	01400761-755	6.82
LAKE COUNTY TELECOMMUNICATIONS	VOICE MAIL 3/20	0	01400761-755	30.00
THERMO ENVIRONMENTAL INSTR INC	INV 466502 2/26/20 APC	669269	01400761-755	259.50
Total #				5039.87
AMERICAN SOLUTIONS FOR BUSINESS DBA AMER	RAT BROCHURES - JULIE	669287	01500761-755	265.00
BOARD OF HEALTH	POSTAGE 2/20	0	01500761-755	5.75
BOARD OF HEALTH	COPIES 2/20	0	01500761-755	5.85
Total #				276.60
BOARD OF HEALTH	COLOR COPIES 2/20	0	01700761-755	1.15
BOARD OF HEALTH	COPIES 2/20	0	01700761-755	31.55
BOARD OF HEALTH	SAL/FRINGE TO 13E PERKINS 2/20	0	01700761-755	1362.10
BOARD OF HEALTH	SAL/FRINGE TO 29E WAKLEE 2/20	0	01700761-755	643.39
BOARD OF HEALTH	SAL/FRINGE TO 07E ADMIN 2/20	0	01700761-755	1115.13
CELLCO PARTNERSHIP (VERIZON)	CELL PHONE - PHEP FEB	669175	01700761-755	172.07

Board Report - 03/01/2020 - 03/16/2020

BILLS PRESENTED TO BOARD OF HEALTH FOR CERTIFICATION OF PAYMENT ON: MARCH 14, 2020

I CERTIFY THERE ARE FUNDS TO MEET THE ENCUMBRANCES BELOW.

Christopher A. Galloway
 CHRISTOPHER A. GALLOWAY, LAKE COUNTY AUDITOR

Issued / Vendor	Description	PO #	Fund #	Amount
GEAUGA COUNTY HEALTH DEPARTMENT	SUBGRANTEE DELIVERABLE- PHEP	669256	01700761-755	5617.13
			Total #	8942.52
BOARD OF HEALTH	SALFRINGE TO 18E RUSSO 2/20	0	01800761-755	1495.12
TJOHNE PRODUCTIONS INC	THINKFAST 3/6/20	0	01800761-755	5000.00
			Total #	6495.12
BOARD OF HEALTH	POSTAGE 2/20	0	02300761-755	1325.40
BOARD OF HEALTH	COPIES 2/20	0	02300761-755	23.25
KLARICH FARMS LLC	REFUND #45762 3/6/20	0	02300761-755	44.00
MRS THOMAS BOOTH	REFUND #35565,37967,42003 SEWE	0	02300761-755	120.00
RACHEL KABB EFFRON	REFUND #45409 2/13/20 SEPTIC	0	02300761-755	225.00
			Total #	1737.65
BOARD OF HEALTH	FUND CORRECT 2/20 DENTAL	0	02800511-562	40.00
			Total #	40.00
BOARD OF HEALTH	COPIES 2/20	0	02800761-755	3.60
BOARD OF HEALTH	SALFRINGE TO 07E ADMIN 2/20	0	02800761-755	716.81
			Total #	720.41
BOARD OF HEALTH	FUND CORRECT/LIFE INS PREM 2/0	0	02900511-561	21.40

Board Report - 03/01/2020 - 03/16/2020

BILLS PRESENTED TO BOARD OF HEALTH FOR CERTIFICATION OF PAYMENT ON: MARCH 16, 2020

I CERTIFY THERE ARE FUNDS TO MEET THE ENCUMBRANCES BELOW.

CHRISTOPHER A. GALLOWAY, LAKE COUNTY AUDITOR:



LAKE COUNTY AUDITOR


Issued / Vendor	Description	PO #	Fund #		Amount
			Total #		
BOARD OF HEALTH	POSTAGE 2/20	0	02900761-755		32.10
BOARD OF HEALTH	COLOR COPIES 2/20	0	02900761-755		3.50
BOARD OF HEALTH	COPIES 2/20	0	02900761-755		16.70
BOARD OF HEALTH	SALFRINGE TO 07E ADMIN 2/20	0	02900761-755		60.46
LAKE COUNTY TELECOMMUNICATIONS	VOICE MAIL 3/20	0	02900761-755		60.00
			Total #		172.76

Grand Total # 51961.11

BOARD OF HEALTH
LAKE COUNTY GENERAL HEALTH DISTRICT

Date: March 22, 2020

The Board of the Lake County General Health District met this day, March 22, 2020, in a regularly scheduled meeting with the following members present:

	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Anthony Vitolo presented the following resolution and named its adoption.

RESOLUTION TO: INCREASE/DECREASE appropriations in Health District Funds

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 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 the 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 adjustments in appropriations for various Health District fund line items be made as indicated on the attached schedule. The Health Commissioner is hereby authorized to forward a certified copy of this resolution to the Lake County Auditor.

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 March 22, 2020.

Witness my hand this 22nd day of March 2020.



Secretary, Board of Health

Increase/Decrease in Revenues

Fund	Fund Number	Fund Description	Account	Amount
013	01300045 451	Public Health Nursing	Transfer In	\$ 100,000.00
013	01300035 371	Public Health Nursing	State Grant	\$ 16,000.00
Net Change in Estimated Resources				\$ 116,000.00

Increase/Decrease in Appropriations

Fund	Fund Number	Fund Description	Account	Amount
013	01300761 755	Public Health Nursing	Other Expense	\$ 116,000.00
007	00700911 911	Board of Health	Transfer Out	\$ 100,000.00
007	00700761 755	Board of Health	Other Expense	\$ (100,000.00)
Net Change in Appropriations				\$ 116,000.00

BOARD OF HEALTH
LAKE COUNTY GENERAL HEALTH DISTRICT
Date March 22, 2020

The Board of the Lake County General Health District met this day, March 22, 2020, in a regularly scheduled meeting with the following members present:

B-Kel

Anthony Vitolo presented the following resolution and named its adoption.

RESOLUTION TO: Transfer OF FUNDS AS FOLLOWS:

From:
Fund 00700911 911 Board of Health \$100,000.00

To:
Fund 01300045 451 Public Health Nursing \$100,000.00

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 00700911 911 Board of Health \$100,000.00

To:
Fund 01300045 451 Public Health Nursing \$100,000.00

Bandy 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 March 22, 2020.

Witness my hand this 22nd day of March, 2020

Ron Graham

Secretary, Board of Health

Resolution No. 20-03-07-01-01-100



**Resolution
to Delegate Authority to Increase/Decrease
Estimated Revenues and Appropriations
to the Health Commissioner**

WHEREAS, the Lake County Board of Health is able to delegate authority to the Health Commissioner to increase and decrease estimated revenues and appropriations within but not between approved and amended budget funds, and

WHEREAS, the Lake County Board of Health will set the limit of the amount of such increases and decreases to the total amount the Board of Health has approved or amended for each fund, and

WHEREAS, such authority to increase and decrease estimated revenues and appropriations within but not between funds is delegated to the Health Commissioner up to the amount recorded in the budget approved or amended by the Board of Health to the fund, and

WHEREAS, any increase to total appropriations to would require BOH approval,

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Board of Health of the Lake County General Health District, through this resolution, agrees to give authorization to Ron H. Graham, Health Commissioner to increase and decrease estimated revenues and appropriations.

Adopted this 22nd day of March 2020.

Ron H. Graham, MPH
Health Commissioner

Brian Katz
President