



Portage County Combined General Health District

Board Meeting **REVISED** Agenda: April 16, 2024

6:00 PM

CALL THE MEETING TO ORDER

I. APPROVAL OF MINUTES:

A. Board of Health Meeting – March 21, 2024

II. PORTAGE COUNTY TOWNSHIP ASSOCIATION: (District Advisory Council)

III. PUBLIC COMMENT:

IV. ACTION ITEMS:

A. Expenditure Ratifications \$ **60,008.44**

Invoice Batch No. 7865	\$ 6,618.02
Invoice Batch No. 7878	\$ 7,350.12
Invoice Batch No. 7991	\$ 13,216.79
Invoice Batch No. 7996	\$ 6,124.14
Invoice Batch No. 8075	\$ 345.00
Invoice Batch No. 8112	\$ 6,020.89
Invoice Batch No. 8123	\$ 6,011.01
Invoice Batch No. 8195	\$ 9,357.70
Invoice Batch No. 8270	\$ 4,964.77

B. **Travel Requests**

C. **Resolution #24-22** Amendment to the 2024 Portage County Combined General Health District Annual Appropriations Previously and to be Certified.

D. **Resolution #24-23** A Journal Entry Reversal / Expense Correction for Portage County Combine General Health District.

E. **Resolution #23-24** A Journal Entry Cash Advance for Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified.

F. **Resolution #24-25** To Add Persons Authorized to Sign for Financial Business of the Portage County Combined General Health District's Checking Account at Portage Community Bank and to Remove the Names of Previously Authorized Persons Who Have Now Separated from the Portage County Health District.

G. **Variance #24-26** 9810 Yale Road, Deerfield Twp. Household Sewage Treatment System Variance Request to Ohio Administrative Code (OAC) 3701-29-06(F).

H. **Variance #24-27** 2085 State Route 43, Suffield Twp. Household Sewage Treatment System Variance Request to Ohio Administrative Code (OAC) 3701-29-06(G)(3)(a).

Next Board of Health Meeting: May 21, 2024



- I. Resolution #24-28** The Portage County Combined General Health District Acceptance To Enter Into Contract With Trumbull County Health District For Back Up Plumbing Inspection Services And Permit Health Commissioner, Joseph J. Diorio, To Sign The Contract Pending Completion for 2024 – 2027.

VI. DISCUSSION REPORTS:

- a.** Administration
- b.** Finance
- c.** Environmental Health
- d.** Community Health
 - Animal Bite Report
- e.** Women, Infants, and Children (WIC)
- f.** Health Commissioner

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

- a.** Accept the Resignation of Chad Smiley, EHSIT from the Environmental Health Division.
- b.** Accept the Hiring of Kylee McCracken as Health Educator for the Community Health Division.
- c.** Accept the Promotion of Cynthia Hilbish as WIC Supervisor for the WIC Ravenna Location.
- d.** Request Permission to Post, Advertise and Hire One Full Time REHS or EHSIT for the Environmental Health Division.
- e.** Request Permission to Post, Advertise and Hire One Full Time Health Professional II for the WIC Ravenna Location.

IX. BOARD ISSUES AND DISCUSSIONS:

X. EXECUTIVE SESSION: Salary Ranges

- a.** To discuss the compensation of PCHD employees

XI. ADJOURNMENT:

Next Board of Health Meeting: May 21, 2024