

**District Advisory Council
Meeting Minutes
March 21, 2024 (6:30 PM)**

CALL THE MEETING TO ORDER: Roll Call 6:05PM Tom Calcei

The District Advisory Council Meeting met on Thursday, March 21, 2024, in person at Ravenna Elks Lodge, 776 North Freedom Street, Ravenna, OH. The meeting was called to order at 6:37PM by Bruce Lange, the District Advisory Council Chairman.

			Representative	Attendance
COUNTY COMMISSIONERS:			-	-
CITIES:	AURORA	-	-	-
	RAVENNA	Frank Seman	-	X
	STREETSBORO	-	-	-
VILLAGES:	GARRETTSVILLE	-	-	-
	HIRAM	-	Steve Schuller	X
	MANTUA	-	-	-
	MOGADORE	-	-	-
	SUGAR BUSH KNOLLS	-	-	-
			Lawrence Cunningham	X
	WINDHAM	-	Sherri Pennington	X
TOWNSHIP:	ATWATER	Thora Green	-	X
	BRIMFIELD	-	Sue Fields	X
	CHARLESTOWN	Bruce Lange	Adam Eskridge	XX
	DEERFIELD	-	Charles E. Dean	X
	EDINBURG	-	Tim Pfile	X
	FRANKLIN	-	Kellie Kapusta	X
	FREEDOM	-	-	-
	HIRAM	-	Steve Pancost	
	MANTUA	John Festa	-	X
	NELSON	Anna Mae VanDerHoven	Joe Leonard	XX
	PALMYRA	-	-	-
	PARIS	-	-	-
	RANDOLPH	-	Nicholas Reynolds	X

			Jim DiPaola	X
	RAVENNA	Vince Coia	Hank T. Gibson	XX
	ROOTSTOWN	-	Joe Paulus	X
			Frank Ruehr, Jr.	X
	SHALERSVILLE	-	Jack Bias	X
	SUFFIELD	Jeff Eldreth	Thomas Calcei	XX
	WINDHAM	-	Brian Miller	X

Board Members in Attendance:

Lucy Ribelin, President
James Bierlair, Vice-President
Brock Kertoy, Member
Charles Delaney, Member

Staff Present:

Joseph Diorio, Health Commissioner
Dr. Mark Arredondo, Medical Director
Sarah Meduri
Christina Jewell
Justin Rechichar
Amos Sarfo
Emily Speck
William Duck
Mike Spies
Natalie Menke
Leah Luli
Jim Meyer
Andrea Arroya
Debbie Wine
Renee Howe
Philesia Condor
Branden Burns
Maria Gill
Julia Sykes
Becky Lehman
Joshua Sexton
Kimberly Plough
Katherine Holtz
Robert Walker
Amy Cooper
Rachael Stratton
Briana Robison
Lindy Goist
Victoria Caddell
Julie Seifert

Other Attendees:

**Matthew Kelly, Portage County Auditor
Victor Vigluicci, Portage County Prosecutor
Chris Meduri, Portage County Civil Division Chief
Allison Manayan, Portage County Asst. Prosecutor
Larry Jenkins, Jr., Portage County Asst. Engineer
Lori Calcei, Portage County Recorder
Diana Clarke, Board of Health Electee**

from 2:00 PM to 6:00 PM.

Mr. Diorio addressed the district advisory council with a slide show pertaining to the purpose and tasks of a health district, and gave insight of how the board of health members are elected.

The board consists of 8 BOH members:

5 – DAC Elected Members

3 – Cities Elected Members from Ravenna, Streetsboro & Aurora through contracts that are instated.

Mr. Diorio introduced the board members and what township or city they represent. Mr. Diorio explained to the new trustees who may not be aware of the responsibilities of a board member, and that the board meets once a month on the 3rd Tuesday of the month. The board approves all expenses of the agency. The health district acts as a mini ODH – all governance comes from the 8 board members. Mr. Diorio thanked the board for volunteering their time, approving budgets and finances for the agency. All members approve of the agency's contracts, plans and policies. The board of health members also approve and finalize the recommendations of employees and job openings.

The slideshow consisted of the mission and vision of PCHD.

With the importance of “What The Health District Does For You”.

Mr. Diorio explained that the purpose of this slide is to offer a more condensed and revamped flyer to the stakeholders (trustees) to further understand what the health district does for the county.

Mr. Diorio gave a highlight on the annual report, which included the WPCLF program and grant funding. The WPCLF program is a principal forgiveness loan that offers grant funding through income guidelines to repair, replace or connect to existing sewers. The Neighborhood Development Services (NDS) is the agency that services the income qualifications for homeowners to apply for the WPCLF program and assist in the income qualifications for the program. So far there were approximately 110+ septic systems installed in Portage County. There are also additional services for funding through the Engineers office and the Board of Commissioners for those who do not qualify with NDS.

Mr. Diorio shared that the WPCLF program costs PCHD money to offer this program to the county's homeowners. He stated that we do this to assist the county.

Vince Coia, Ravenna Township inquired on how much funding is available right now. Mr. Diorio stated that each year, the funding has to be applied for and in 2023, PCHD was awarded \$150,000.00 to assist the homeowners with their failing septic systems. Since the beginning of the program in 2017, PCHD has received over 1.7 millions dollars in grant funding for the WPCLF program.

Mr. Diorio gave thanks to all the staff for all that they do on a daily basis. The trustees should have knowledge on what PCHD offers to the townships and cities of Portage County. Mr. Diorio spoke about the digital updates to the PCHD website and the dashboard that is now equipped with;

1. Data Visualization
 - i. Portal of septic files of all files.

APPROVAL OF 2023 DISTRICT ADVISORY COUNCIL MEETING MINUTES

A motion to accept the 2023 District Advisory Council Meeting Minutes was presented by Ed Dean and seconded by Sue Fields. An "aye" vote was cast by all, motion carried.

FRIENDS OF PUBLIC HEALTH:

None to report.

APPOINTMENT OF BOARD OF HEALTH MEMBER:

Mr. Lange announced he received one letter of interest in serving as a member of the Board of Health and Ms. Diana Clarke will be appointed as the newest member of the Board of Health.

A motion to accept and elect Diana Clarke as a new member to the Portage County Board of Health was presented by Lori Calcei, Suffield Township, seconded by Sue Fields, Brimfield Township. An "aye" vote was cast by all, motion carried.

RE-APPOINTMENT OF BOARD OF HEALTH MEMBER:

Mr. Gibson presented the re-appointment of the current Board of Health member, Rev. Charles Delaney. A motion to re-appoint Rev. Charles Delaney was presented by Frank Ruehr, Shalersville Township, seconded by Joe Paulus, Rootstown Township. An "aye" vote was cast by all, motion carried.

ELECTION OF DISTRICT ADVISORY COUNCIL POSITIONS (CHAIRMAN, VICE CHAIRMAN, AND SECRETARY):

A motion to close the nominations and elect Bruce Lange, Charlestown Township, to serve as Chairman of the District Advisory Council for the year 2024 was presented by Frank Ruehr seconded by John Festa. An "aye" vote was cast by all, motion carried.

A motion to close the nominations and elect Tom Calcei, Suffield Township, to serve as Vice-Chairman of the District Advisory Council for the year 2024 was presented by Tim Pfile, Edinburgh Township, seconded by, Jeff Eldreth, Suffield Township. An "aye" vote was cast by all, motion carried.

A motion to close the nominations and elect Dorene Spicer, Paris Township, to serve as Secretary of the District Advisory Council for the year 2024 was presented by Jeff Eldreth, Suffield Township, seconded by Bruce Lange, Charlestown Township. An "aye" vote was cast by all, motion carried.

ANNUAL REPORT:

Mr. Diorio presented the Annual Report for the Portage County Combined General Health District. He shared that PCHD will have an "Open House" to the public, at their new location on April 3, 2024

- ii. Auditors' office – work with auditor's website and toggle over to the septic files.
 - iii. Animal testing for rabies – no funding currently – PCHD is required to follow up on all bites in Portage County. In 2023 the data consisted of; 175 investigations, 55 animals tested, and 0 rabies exposures
2. COVID Dashboard
- i. Mr. Diorio thanked Olivia Card, Epidemiologist, for PCHD on all her work on creating this dashboard with heat maps for statistical reporting purposes.
 - ii. "Coming Soon"! GIS Tracking – Fairgrounds Map. Will show all the food vendors with reports and permits that were filed. Emily Speck and Olivia Card put this together with data obtained during the fair.
 - iii. PCHD Website offering a public portal , current data reports, and programs.
3. Wells will be added soon. The wells and septic files, Mr. Diorio stated that he is hoping to have both added to the auditor's page and the PCHD portal very soon.
4. RFE and FSO files have been scanned and are currently working to have these inspection records uploaded onto the portal. Compliance is key to the agency for the county. All rules and regulations are followed by the State of Ohio.
5. Community Outreach 2024:
- i. WIC – Average 600 participants on a monthly basis.
 - ii. Offer vaccines & Clinics for those in rural areas and schools.
 - iii. Free car seat program
 - iv. Cribs for Kids program
 - v. Project Dawn program
 - vi. NARCAN Distribution
 - vii. Outreach Services – KSU
6. Looking to work on establishing community outreach through our partnerships.

Mr. Diorio shared a statistic quote that nationally, 35% of all American parents opposed the MMR vaccine, though the schools do require it. The exemptions have gone up 23% since 2019 when the Pandemic started. This information can be found on the Kaiser Family Foundation website. He also shared that measles is a Class A disease and must follow up immediately. It is reported to us that all communicable diseases are reported to PCHD, except Kent City. Though it is completely avoidable with vaccine.

Mr. Diorio shared that there is also a Community Health Fair on April 3rd with over 20 different community partners. He plans to use the PCHD building to build partnerships for the community. The Open House from 2:00 PM to 6:00 PM, will offer tents, food truck vendors and more.

The current action item Mr. Diorio shared was to approve the annual report.

Bruce Lange, Charlestown Township, closed with a motion to approve the 2024 Annual Report.


A motion to accept the 2024 Annual Report presented by Charles Ed Dean, Deerfield Township, seconded by Hank Gibson, Ravenna Township. An "aye" vote was cast by all, motion carried. Reverend Charles Delaney was asked to give benediction over the dinner.

ADJOURNMENT:

Bruce Lange, Charlestown Township, closed with a motion to adjourn the annual District Advisory Meeting.

Hank Gibson, Ravenna Township, made a motion to adjourn, seconded by Joe Leonard, Nelson Township.

On March 21, 2024, the District Advisory Council meeting adjourned at 7:28 PM.

A handwritten signature in black ink, appearing to read 'Bruce Lange', written over a horizontal line.

Bruce Lange, Charlestown Township,
Chairman