

Portage County Combined General Health District
Board Meeting Minutes
May 20, 2025
6:00 PM



I. CALL THE MEETING TO ORDER

The Portage County Combined General Health District Board of Health met on Tuesday, May 20, 2025, at 999 East Main Street, Ravenna, OH, 44266. The meeting was called to order at 6:04 PM by Board President Ribelin.

Board Members in Attendance:

Lucy Ribelin, President
Amy Everett, Member
Linda Grimm, Member
Dr. Philip Keyser, Member
Diana Clarke, Member
James Bierlair, Vice President
Chad Delaney, Member

Board Members Not in Attendance:

Brock Kertoy, Member

Staff in Attendance:

Becky Lehman, Health Commissioner
Sarah Meduri, Director Personnel and
Administrative Services
Christina Jewell, Administrative &
Account Clerk
Branden Burns, Director of Finance
Justin Rechichar, Director of
Environmental Health
Amos Sarfo, Environmental Health
Supervisor
William Duck, Environmental Health
Supervisor
Natalie Menke, Environmental Health
Supervisor
Amy Cooper, Director of Community Health
Rebecca Barreca, Director of Nursing
Programs
Mark Arredondo, Medical Director

District Advisory Council:

Bruce Lange, Chair of Charlestown Twp.

Others:

None

Media Present:

None

II. APPROVAL OF MINUTES:

Board of Health Meeting: On May 20, 2025, Board Member Dr. Keyser presented a motion to accept the Board Meetings Minutes for April 15, 2025, seconded by Board Member Grimm.

An “aye” vote was cast by all, and the motion carried.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

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

Mr. Lange stated that the Township Association met for the quarterly meeting at the Portage County garage, on May 18th. Larry Jenkins, the Portage County Engineer, hosted the dinner and invited the township trustees, fiscal officers and road officers. Mr. Lange stated that the Township Association awarded a scholarship of \$1,000 to a young man from Suffield Twp. at the meeting. He noted that the Township Association usually grants 2 graduates with a \$500 scholarship to either trade school or college, but they must complete an application and reside in a Portage County township. There were 3 candidates, but only 1 who met the necessary requirements and was awarded both scholarships for his education. Mr. Lange stated that the next meeting will take place in August, prior to the opening of the Randolph fair.

IV. PUBLIC COMMENT: N/A

V. ACTION ITEMS:

A. Expenditure Ratifications \$80,930.34

Invoice Batch No.	3887	\$	7,588.77
Invoice Batch No.	3896	\$	8,687.73
Invoice Batch No.	3978	\$	15,992.64
Invoice Batch No.	4056	\$	9,824.10
Invoice Batch No.	4089	\$	1,770.20
Invoice Batch No.	4149	\$	6,290.83
Invoice Batch No.	4212	\$	11,549.74

Invoice Batch No.	4243	\$	2,498.81
Invoice Batch No	4390	\$	6,543.64
Invoice Batch No	4413	\$	4,979.69
Invoice Batch No	4643	\$	5,204.19

Mr. Burns requested approval from the board to ratify the payments from this past month's expenses.

Board Member Clarke presented a motion to accept the above expenditures and ratify these expenses, seconded by Board Member Bierlair.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

B. Travel Expenditures

Mr. Burns requested approval for the travel expenditures presented to the Board.

A motion was presented by Board Member Grimm to approve said travel expenditures, seconded by Board Member Delaney.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

C. Resolution #25-29 A Journal Entry Reversal / Expense Correction for Portage County Combine General Health District.

Mr. Burns noted that this month's expense corrections involved three things. Two entries were small expenses while the third was for nursing salary revisions. The funding covers 100% of the CMH (Complex Medical Help) expenses. The CMH grant will now cover the salaries for all three public health nurses, including 100% for Ms. Cole, 50% for Ms. Orr, and 15% for Ms. Barreca. Mr. Burns praised Ms. Barreca and Ms. Cooper for their efforts and attention in returning cash to the general fund, which are now covered by this grant.

A motion was presented by Board Member Clarke to Approve Resolution #25-29, seconded by Board Member Everett.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

D. Resolution #25-30 A Journal Entry Cash Advance Return for Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified.

Mr. Burns requested approval for a journal entry cash advance return, due to the EO grant closing. He is advancing the money back to the general fund. Though the total amount was \$80,000. Only \$77,823 is being reimbursed back to the general fund. A very minimal amount was non-reimbursable by the EO grant.

A motion was presented by Board Member Bierlair to Approve Resolution #25-30, seconded by Board Member Delaney.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

E. Resolution #25-31 A Resolution for the Portage County Board of Health Acceptance of Revised Travel Policy.

Ms. Meduri stated that some of the PCHD travel is out of county. This resolution is to modify the current travel policy to make it more efficient to travel to offsite locations outside of Portage County for business purposes. Some of these locations were pre-identified in the personnel manual, but were inadvertently left off during the transition to the new policy manual and it was not discovered until staff started traveling again to those areas, and it is now a consistent reoccurrence. So, Ms. Meduri would like to bring it back to the Board and have it reapproved.

A motion was presented by Board Member Bierlair to Approve Resolution #25-31, seconded by Board Member Dr. Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent

Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

- F. Resolution #25-32** A Resolution for the Portage County Board Of Health Authorizing The Health Commissioner To Modify, Alter, Or Waive Non-Statutory Fees For Public Health Services In Certain Circumstances.

Ms. Lehman stated that this resolution is to assist the individuals who do not have insurance to pay out of pocket fees. The health commissioner would be authorized to waive the fee. Ms. Lehman noted that this is an occurrence that is managed currently, and she would like to formalize the process moving forward. There was some concerns from the board regarding how the loss of fees would be managed and Mr. Burns noted that the funds would be listed as unreimbursed fees, pertaining to the fees that PCHD would charge to administer a vaccination. The board inquired on how often these fees are currently being waived. Ms. Barreca stated that there have been a few in a month. Ms. Lehman explained how those individuals who do not have health insurance are sent to their local health district for assistance and that we are a safety net for immunizations. Ms. Lehman noted that if there is a need for an immunization and they do not meet the criteria for other programs to cover those fees, that the agency would not want to send them away without meeting those needs. This authorization would also allow the health commissioner to waive fees pertaining to other public health services such as the Farmers Market. In waiving the fees to the farmers, this would be an incentive to allow the farmers to partake and have them return for future dates.

A motion was presented by Board Member Grimm to Approve Resolution #25-32, seconded by Board Member Bierlair.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

- G. Resolution #25-33** A Resolution Authorizing the Portage County Combined General Health District to Enter into the 2025 Water Pollution Control Loan Fund Agreement for the Repair and/or Replacement of Household Sewage Treatment Systems.

Mr. Sarfo stated that this resolution is to allow the health commissioner to enter into the WPCLF agreement and sign the agreement to receive funding from the Ohio Environmental Protection Agency. The funding is expected to be awarded by July 31st. The WPCLF 2025 funding is expected to be \$150,000.00.

A motion was presented by Board Member Everett to Approve Resolution #25-33,

seconded by Board Member Bierlair.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

- H. Resolution #25-34** A Resolution for the Portage County Combined General Health District Acceptance to Enter into Contract with the City of Streetsboro to Perform Dry Weather Screening for the Streetsboro Storm Water Management Program and Permit Health Commissioner, Rebecca Lehman, to Sign the Contract Pending Completion.

Mr. Sarfo stated that this resolution is to allow the health commissioner to sign the contract for dry screening for the city of Streetsboro. Mr. Sarfo explained that this is due to the fact that the city of Streetsboro is not part of the permit with the Portage County Board of Commissioners and has their own permit for dry screening and has contracted PCHD to oversee their dry screening for some time now. The board inquired what dry screening is and Mr. Sarfo explained the dry screening process and how it pertains to the storm water and the areas of where those drain back into creeks, rivers and lakes, ensuring those drains do not contain contaminated water.

A motion was presented by Board Member Dr. Keyser to Approve Resolution #25-34, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

- I. Resolution #25-35** A Resolution Declaring a Public Nuisance, Ordering Abatement of that Nuisance Located at 3870 State Route 14, Rootstown, OH 44272 and Approving the Civil Prosecution for Violation(s) of Ohio Revised Code (ORC) Chapter 3718 and Ohio Administrative Code (OAC) Chapter 3701-29 Sewage Treatment Systems.

Mr. Duck explained that this resolution is regarding a nuisance complaint that was received pertaining to the sewage treatment system of the property. Mr. Duck stated that Ms. Luli went out to the property to investigate it and confirmed the issue. The aeration motor and the pump was not working in the system and therefore it was meeting the

definition of a public health nuisance. Ms. Luli issued two notices of violations and has not received any remediation from the property owner to get the system back into compliance.

The board inquired if the property was occupied and they were told that to their understanding that it is indeed occupied.

A motion was presented by Board Member Bierlair to Approve Resolution #25-35, seconded by Board Member Clarke.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

- J. Resolution #25-36** A Resolution Declaring a Public Nuisance, Ordering Abatement of that Nuisance Located at 3870 State Route 14, Rootstown, OH 44272 and Approving the Civil Prosecution for Violation(s) of Ohio Revised Code (ORC) Section 3707.01 Nuisance Abatement by the Board of Health.

Mr. Rechichar stated that #25-36 is the same property, when this initial nuisance complaint came in, it came in for both the solid sewage and the solid waste. Due to the strain of both programs, investigations were conducted to include exact periods from the first one, while working with Ms. Luli, through discussion, a decision was made to split the resolutions into two, to enable the property owner's attention to these issues. Mr. Rechichar noted that if the property owner addresses one issue and rectifies it, this would address them without having to fix both issues to get the board order resolved. This is why the decision was made to split the two complaints.

Mr. Rechichar noted that this is a public health nuisance due to the hardware's conditions, so not necessarily just trash but the trash paired with the hardware conditions for rodents, varmints, raccoons, and such. He noted that if it were just one resolution together for both the sewage and all the waste, and if the property owner just took care of all the waste, the trash and removed it, that would not necessarily fix the sewage issue. Therefore, they would have to do both to get compliance, and splitting it up in our minds made it easier for the property owner. Mr. Rechichar noted that they are aware that there are family members living there, some of whom are children. Ms. Clarke asked if these circumstances ever get reported to CPS (Child Protection Services) or JFS (Jobs & Family Services)? Mr. Rechichar stated, not necessarily by us, and should it get reported? He was unaware, pertaining to whether they were authorized to do so. Ms. Clarke added, if we know that children are living in unsafe and hazardous adverse health conditions, why wouldn't we be able to report it? Mr. Rechichar stated that again, there is a differential aspect here, and who decides what is inside versus what is outside. That is something that

we could report and refer over. Noting that we do that with other things as well, explaining that we have had different trainings with the Sheriff's Office, so that if there is a suspected drug house, that we were to report that sort of thing as well, and that we could look into training as far as what CPS & JFS requires.

Mr. Rechichar stated that usually what happens is the opposite. Typically, CPS or affiliated organizations contact us to report this, because again inside of the house, we have little authority. Once it goes outside and it affects other people, that is where our regulations kick in.

Ms. Lehman shared that our nurses at PCHD are mandated reporters. However, the environmental specialists are not as they do not go in the homes. Mr. Rechichar stated that just because they have trash outside does not necessarily mean there's trash inside, but noted that this is definitely something that we can research for all-staff training.

A motion was presented by Board Member Clarke to Approve Resolution #25-36, seconded by Board Member Everett.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

K. Resolution #25-37 A Resolution Declaring a Public Nuisance, Ordering Abatement of that Nuisance Located at 9491-9493 Cableline Road, Diamond, OH 44412 and Approving the Civil Prosecution for Violation(s) of Ohio Revised Code (ORC) Chapter 3718 and Ohio Administrative Code (OAC) Chapter 3701-29 Sewage Treatment Systems.

Mr. Duck stated that this resolution is for a violation regarding the operation and maintenance program. The O&M program tracks service contracts of aeration motors systems and when we do not receive the service contract, an EH specialist will go out and inspect those systems to ensure they are functioning or are they creating a public health nuisance. Ms. Luli went out and confirmed that this the system was not functioning properly and therefore creating a public health nuisance. Mr. Duck noted that PCHD sent two notices of violations, and the property owner has not received or submitted a service contract with a current service provider, nor have they gotten the system back into compliance.

A motion was presented by Board Member Dr. Keyser to Approve Resolution #25-37, seconded by Board Member Bierlair.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

- L. Variance Request #25-38** A Variance Request for the Household Sewage Treatment System (HSTS) Variance for OAC 3701-29-03(C)(5) Continuing Education Requirement for the Septic Contractor below: Brent Westover, Westover Contracting Inc., 6962 Tallmadge Road, Rootstown, OH 44272.

Mr. Duck stated that this variance was for a registered septic installer who failed to complete his CEU's from the previous year. This installer will be required to complete 12 CEU's in 2025, to complete his 2026 registration.

A motion was presented by Board Member Bierlair to Approve Variance #25-38, seconded by Board Member Everett.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

- M. Resolution #25-39** A Resolution for the Portage County Board of Health Acceptance of Revised Compensatory Time.

Ms. Meduri stated that this policy provision regarding the current compensatory time is solely based on feedback from staff. She noted that currently our comp time policy states that PCHD will pay out any remaining comp time on June 15th and December 15th and the max accrual bank is 40 hours. Ms. Meduri added that this is the agency's busy season. There are a lot of events, and a lot of staff are helping and doing multiple things at one time. She also noted that while we try to do what we can to flex our schedules during the week, this does not always happen with everything going on. While we do not want staff losing out on their time saved to use for time off and upcoming vacations, the leadership team felt that it would be beneficial for our team to be able to cash out at the end of the year, December 15th. What this would do is increase the comp time to 80 hours. All hours not used by December 15th will be paid out in full and there is no carryover to the new year.

A motion was presented by Board Member Dr. Keyser to Approve Resolution #25-39, seconded by Board Member Delaney.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Yes	Board Member Kertoy	Absent
Board Member Delaney	Yes	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Keyser	Yes

VI. DISCUSSIONS:

- **Administration:** Ms. Meduri shared some community events and how social media is increasing with all of the education and events that we are providing. Ms. Meduri shared the most recent event that led to some added security enhancements. Ms. Meduri discovered that the lock on the door to the technology storage area had been tampered with and was open. Ms. Meduri and Ms. Jewell checked all the inventory to ensure all was accounted for. An internal investigation was conducted. Quality IP will be revisiting and adding cameras throughout the building, more specifically, the basement area. Ms. Meduri stated that she applied for a grant through PEP for the purchase of the cameras and was approved. The Akron-Canton Regional Food Bank was in Portage County. Ms. Meduri shared how she, Ms. Lehman and Ms. Cooper were able to mingle with other community partners who are also doing public food pantries, and she noted that PCHD is still the largest pop-up food pantry, which is amazing, but we actually were excited to hear that even more partners are coming on board to host pop-up pantries including Carroll County & Massillon City who had their first ones and it was really exciting to hear that they want to model us.

Kent State University has reached out and they are actually coming to our June pop-up pantry to see how we do the market style. So, it is just really cool. I feel like every month somebody else is interested in this. The Portage County District Library has reached out and would like to bring their bookmobile. We also have on the horizon of working with the Humane Society for dog food, cat food and cat litter. We would like to bring dentistry here as well. We have been discussing how to get AxessPoint here, we are also trying to see about a diaper bank. We are working through those things, but a lot of really great things are coming. Ms. Meduri shared that she and Mr. Duck graduated from Leadership of Portage County, which she said is amazing, and highly recommended. Ms. Meduri congratulated Mr. Duck on becoming Co-President of the class.

Ms. Meduri stated that here are some updates later on the agenda. One for a seasonal worker. She noted that they had extended an offer, and it was accepted. She will be starting June 2nd. Ms. Meduri stated that there have been some interviews for a CPI (Certified Plumbing Inspector). They are currently working through some of the logistics of what that looks like for a plumber in Portage County. Lastly, Ms. Lehman will be presenting at the AOHC, the Association of Ohio Health Commissioners in Columbus and also at the Ohio Environmental Health Association meeting in the fall. PCHD is extremely excited about it and that will be on Workforce Development and Leadership and HR policies. Some

really exciting things to come.

- **Finance:** Mr. Burns presented the cash basis report. He is currently working on maneuvering when expense are paid out to accumulate interest allocation. He stated that this month alone, there was just over \$43,000 in interest allocated, which is the highest amount received and much higher than we typically have. He noted that they have been paying attention to when to pay invoices, versus what money is coming in so that we can continue to get as much interest allocation as possible. His goal is to try and balance out some of those funding cuts that PCHD received. Below is a snapshot of Mr. Burns' cash basis report.

General Fund Unassigned	\$1,650,972.36
General Fund Assigned	\$1,289,790.49
General Fund Advances Out	\$340,000.00
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Total General Fund	\$3,280,762.85
Special Revenue Funds	\$1,213,409.51
General Fund Advances In	-\$340,000.00
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Total Special Revenue Funds	\$873,409.51
Total Funds	\$4,154,172.36
Net Change In Funds	\$316,996.15

Lastly, Mr. Burns shared that his division would be attending a training on May 21st with the Municipal Finance Office Association in Beachwood. Mr. Burns serves on the board and was reelected for another term as secretary, and we will be sworn in by the Auditor of State.

- **Environmental Health:** Mr. Rechichar gave an update of the recent Ohio Department of Agriculture survey results from late April regarding the food program. He stated that we have been placed on provisional status, which requires us to submit an action plan addressing four identified deficiencies and request a re-survey within six months to demonstrate corrections.

The Four Required Improvements:

1. Enhanced Process Documentation for Level 4 Inspections. Our process review inspections need more detailed descriptions.
2. Improved Corrective Action Documentation. Basically, we need better records of corrective actions taken during inspections. Even for minor violations like tomatoes at 46° instead of proper temperature, we need to clearly state the outcome - whether items were corrected on-site or discarded.
3. Testing Component Changes. Mr. Rechichar stated that this has been contentious statewide. He shared that previously, the state used a field component

where inspectors were paired with state inspectors to conduct joint inspections, comparing findings with an 80% accuracy requirement. The state changed this process because during surveys we typically found far more violations than during regular inspections - essentially turning it into a numbers game.

Mr. Rechichar stated that unfortunately, ODA replaced the field component with an open-book examination using the food code. All four of our food inspectors failed to achieve the required 80% score - two missed by one question, two by two questions. Mr. Rechichar shared that from what he's learned, talking with colleagues, only one person statewide has passed this exam so far, raising questions about whether it's an appropriate measuring tool. However, Mr. Rechichar states that we must work with the current requirements as they stand. Ms. Menke advised that when conducting field inspections, inspectors should actively ask questions for clarification. She noted that the examination was unclear and challenging to comprehend.

Ms. Speck came back from the National Environmental Assessment Reporting System (NEARS) conference with an extensive strategy for the food program and numerous concepts she gained from the event. Mr. Rechichar participated in his first meeting in his role as President Elect. He stated that this is a budget bill year, which has provided Mr. Rechichar with an extensive education in politics and the legislative process. Mr. Rechichar highlighted some key topics that he's currently monitoring. He noted that there is a proposal to eliminate the requirement for soil scientists when siting and designing septic systems. Essentially, when soil scientists were informed of this proposal, they understandably expressed concern, noting that this is their primary area of expertise, and they plan to provide testimony against the change. Additionally, there's a proposal for micro enterprise kitchens, which would modify the food code to permit anyone to sell food products prepared in these kitchens.

Mr. Rechichar shared one encouraging development, which is the proposed update to solid waste fees, designed to create more equitable funding for local health departments. The plan involves increasing fees on construction and demolition debris and restructuring how those funds are distributed to health departments. He noted currently, any solid waste funding we receive comes through the solid waste district, which discontinued our funding several years ago. If this legislation passes, we will receive funding for these services.

Ms. Menke shared that they have finished interviewing candidates for the seasonal worker role and intend to have the new hire start on June 2nd. Additionally, she outlined the Tire Amnesty program dates partnered with Portage Recycling: June 3rd in Aurora, June 10th in Streetsboro, June 24th in Ravenna, with one more event scheduled in Deerfield. Ms. Menke stated that they conducted the semi-annual Food Safety Advisory Council meeting in April (these are held in April and October each year). They will be collaborating with Kent City on these meetings since the proximity means we share many of the same stakeholders, making the

joint format beneficial. She shared that it was a successful meeting with good in-person turnout, plus they were able to maintain the virtual attendance option and our state partners participated as well. Lastly, Ms. Menke presented the new bench constructed from 1,000 pounds of recycled plastic materials. She mentioned it would be positioned outside and commented that it's considerably heavier than expected.

Mr. Duck reported that the Clear Impact data is beginning to take shape, with numbers showing positive upward trends. He noted that all water quality programs are launching successfully and performing well. Additional Clear Impact training is planned to explore other graphing capabilities, as he would like to combine multiple data sets into single graphs with multiple trend lines for more comprehensive visualization.

Mr. Sarfo reported that this is the season when dry screening typically begins, as he discussed previously. However, the unusually wet weather has complicated the inspection schedule since there needs to be at least 72 consecutive hours without precipitation before conducting inspections. So far, weather conditions have not cooperated.

He explained that this is a five-year contract with the Board of Commissioners that encompasses 2,100 outfall points, divided across four years with the fifth year reserved for finishing the remaining work. This year focuses on completion, followed by next year's comprehensive community-wide review to catch anything that may have been overlooked. Also, in regard to House Bill 110, for whatever reason, between seventy-six and eighty-four recipients do not pay their balances, necessitating additional correspondence to these individuals through phone and mail.

Lastly, Mr. Sarfo and Ms. Lehman presented at the County Engineers office regarding the Stormwater District permit. The presentation included solar modernization, specified the requirements, what was needed to accomplish, and the payment required. He stated that this is a significant issue for the County, and that it is a five-year term permit that is renewed every five years. He noted that the presentation was well received.

- **Community Health:** Ms. Barreca commended her public health nurses and appreciates their hard work and diligence this past month. Currently, her division is planning the back-to-school clinics. There are two on the books. She noted that they are doing these for July and August, because there are already three COVID clinics scheduled for the fall. As a result, they are really thrilled to collaborate with the community members. Ms. Barreca shared that Ms. Orr, PHN has been working with the Complex Medical Help (formally Children with Handicaps) program, and she has organized it a bit and started the safety newsletter. She shared that her division is pursuing the home visits and those have been increasing as well as the financials for the CMH program. Noting that their highest was \$4,500 and were so proud of that number until the following month they hit \$19,000 and shared that

this past month they were around \$16,000. She shared that she and her staff are very pleased to be working so hard for the community, trying to establish connections, finding things one-on-one, assisting them with pharmacies, getting clients medications, and getting their therapies. She noted that there are occasions when parents are irritated because the process is lengthy and there are other areas that are understaffed causing the process to slow. So, her division has been working to assist in those areas. She discussed the current communicable disease report and continued to educate schools, daycares and hospital facilities on measles. While there have been possible cases of measles reported, they were defined as negative cases and are reported to ODH. Ms. Barreca reiterated that measles is a class A disease and is highly contagious and if anyone suspects that it may be measles to please report it to the Health District immediately.

Ms. Cooper gave an update on Community Health outside of nursing. Noting that last month there was the Open House, and all was well received and Ms. Belvin, a Health Educator, passed her car seat certification course and will be trained to promote the SAIL program in June at UH Portage Medical Center. She stated that there are 5 instructors, and they rotate every week. Ms. Cooper shared an update on the None 4 Under 21 event, stating that the MAC building was the fullest it has been in years. Adding that there was not a dry eye during the “Walk of Remembrance” for those who have lost their lives from drunk driving. She also commended Ms. McCracken on a wonderful job for the None 4 Under 21 event.

Ms. Cooper shared that Ms. Plough presented environmental health education for Earth Day at Waterloo schools. She shared that there are 2 harm reduction vending machines being ordered which will contain NARCAN, Pregnancy tests, test strips, safer sex kits, and nicotine patches. These will be placed at UHHS Portage Medical Center and at PCHD. WIC received their funding, and she is elated to see an increase of \$72,000, which will really assist the program with the loss of funding from other areas of grants. Ms. Cooper gave an update on the survey mailing. There was an online survey and then if those were not completed, a paper survey was sent to residents throughout Portage County to ensure their voices were heard. Also, she shared that she attended a couple of focus groups at the Shepherd’s House & Our Place to see how assistance can be offered and how this input can be added to the Community Health Assessment. Lastly, the accreditation process is still on a holding point. She will update with information once it updates in the system online.

- **Health Commissioner:** Ms. Lehman shared an update on the survey that was sent out. She stated that we needed 400 of the adult surveys to be completed and 467 were received. The threshold for adult surveys for the YRBS Youth Risk Behavior Surveys in the schools was met. This included 7 out of the 11 school districts plus Maplewood, so that is sort of a total of 12 school districts. With these results, 7

school districts have agreed to complete the surveys and so far, 4 school districts have been completed. Leaving 3 more to be completed before the end of the school year.

Ms. Lehman shared that she worked with a class at NEOMED to do a stakeholder survey for the Community Health Assessment, much last the last go round and they worked on food insecurities and transportation as their topics and those were completed. She also said that Mr. Sexton is utilizing his practicum project to complete his Master of Public Health degree to create reports out of what those results were from the stakeholder surveys. Lastly, the annual financial report to the Ohio Department of Health was submitted to ODH and was verified. There were auditors in the office requesting documents for review. The finance division assisted with the majority of the reports needed. It is currently being finalized. There were some concerns pertaining to the inclusion of WIC in 2019 with the financials, but Ms. Lehman and Mr. Burns are assisting with the auditors.

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:


- a. Permission to Post, Advertise and Hire a Full-Time Health Professional 3, for the WIC Lisbon location in Columbiana County.
 - Motion made by: Board Member Everett
 - 2nd: Board Member Bierlair
 - All those in favor – aye vote
- b. Accept the Hiring of Hannah Dean, Seasonal Worker (Mosquito Program) Environmental Health Division, pending background check and drug screen.
 - Motion made by: Board Member Bierlair
 - 2nd: Board Member Delaney
 - All those in favor – aye vote

IX. BOARD ISSUES AND DISCUSSION:

X. EXECUTIVE SESSION: N/A

XI. ADJOURNMENT:

A motion was moved to adjourn by Board Member Bierlair at 7:30 PM and seconded by Board Member Everett. An “aye” vote was cast by all; a motion was carried.


Rebecca Lehman, MPH, MPA, CHES
Health Commissioner