Huron County Public Health

Tim Hollinger, MPH, Health Commissioner
180 Milan Avenue, Suite 8, Norwalk, OH 44857
Ph: (419) 668-1652 Main Fax: (419) 668-5423
Environmental Fax: (419) 660-0129
Email: information@huroncohealth.com

**RESOLUTION 2017-100**
**A resolution to approve the minutes**
October 5, 2017

The Board of Health of Huron County Public Health, Huron County, Ohio met at a regular meeting of the Board, on October 5, 2017 at 1:00p.m.; whereupon the following was placed in consideration on the regular agenda of the Board:

**WHEREAS,** the minutes of the previous meeting had been submitted by mail to each Board of Health member prior to the present meeting for their perusal,

**NOW THEREFORE BE IT RESOLVED**, by the Board of Health of Huron County Public Health, who voted as certified below, that the reading of the minutes of the last preceding meeting held on September 7, 2017 are suspended and the minutes are hereby approved as attached; or

**NOW THEREFORE BE IT RESOLVED**, by the Board of Health of Huron County Public Health, who voted as certified below, that the reading of the minutes of the last preceding meeting held on September 7, 2017 are suspended and the minutes are hereby approved as attached, except for the following amendment(s);

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**WHEREUPON** Board Member Mr. Robinson moved and Dr. Gottfried seconded this RESOLUTION 2017-100. On roll call, the following members voted as follows October 5, 2017.

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| William Knapp, President | Yes | Kathleen Butler, LPH, Vice-President | yes |
| James A. Gottfried, M.D. | yes | Shawn Tappel | Absent |
| Lisa Reer, RPh | yes | Ron Robinson | YES |
| Greg Polachek | yes | Christine Yeagley, RN | Absent |
| Timothy Hollinger, MPH, Secretary | | Kimberly Stults, RN | Absent |

**HURON COUNTY BOARD OF HEALTH MEETING**
September 7, 2017 at 1:00 PM
Huron County Administration Building, Conference Room 1

**Present:** Kathleen Butler, James Gottfried, Ron Robinson, Greg Polachek, Shawn Tappel, Lisa Reer, Christine Yeagley

**Absent:** William Knapp, Kim Stults

**HCPH Staff:** Karen Boose, Chris Cherry, Eric Cherry, Sydney Cmar, Tim Hollinger, Katie Spaar

With quorum present, Mrs. Butler called the meeting to order on September 7, 2017 at 1:00 pm.

Mrs. Butler presented continuing education for board of health members. The training was a 20 minute presentation regarding the Start Talking program, presented by Sarah Smith, MA, Director, Start Talking.

Mrs. Butler requested a motion to enter into an executive session. Mr. Tappel made a motion. Mrs. Reer seconded the motion. The motion carried upon roll call. Kathleen Butler – Yes. Ron Robinson – Yes. James Gottfried – Yes. Shawn Tappel – Yes. Christine Yeagley – Yes. Greg Polachek – Yes. Lisa Reer – Yes.

Mrs. Butler requested a motion to exit from an executive session. Mrs. Reer made a motion. Dr. Gottfried seconded the motion. The motion carried upon roll call. Kathleen Butler – Yes. Ron Robinson – Yes. James Gottfried – Yes. Shawn Tappel – Yes. Christine Yeagley – Yes. Greg Polachek – Yes. Lisa Reer – Yes.

Mrs. Butler presented Resolution 2017-86 Approval of Minutes from last meeting, a resolution to approve the minutes. Mrs. Butler requested a motion to adopt Resolution 2017-86. Dr. Gottfried made a motion to approve the minutes from the August 2017 Board of Health Meeting, as mailed. Mr. Polachek seconded the motion. The motion carried unanimously.

Mrs. Butler presented Resolution 2017-87, Approval of Expenditures from last meeting, a resolution to approve payment of the monthly expenditures with prior approval. Discussion followed regarding mileage paid out to the mosquito intern. Mrs. Butler requested a motion to adopt Resolution 2017-87. Dr. Gottfried made a motion to approve Resolution 2017-87. Mr. Polachek seconded the motion. The motion carried upon roll call vote. Kathleen Butler – Yes. Ron Robinson – Yes. James Gottfried – Yes. Shawn Tappel – Yes. Christine Yeagley – Yes. Greg Polachek – Yes. Lisa Reer – Yes.

Mrs. Butler presented Resolution 2017-88, Approval of Personnel Policy Manual Section 2.06-2.07. Mrs. Butler requested a motion to table the resolution. Mr. Tappel made a motion to table Resolution 2017-88, Approval of Personnel Policy Manual Section 2.06-2.07. Mr. Polachek seconded the motion. The motion carried unanimously.

Mrs. Butler presented Resolution 2017-89, Request to purchase fiber optic internet from Spectrum. Mr. Hollinger offered insight to the purchase and recent IT issues. Mrs. Butler requested a motion to approve Resolution 2017-89. Mr. Polachek made a motion. Mr. Robinson seconded the motion. The motion carried upon roll call vote. Kathleen Butler – Yes. Ron Robinson – Yes. James Gottfried – Yes. Shawn Tappel – Yes. Christine Yeagley – Yes. Greg Polachek – Yes. Lisa Reer – Yes.

Mrs. Butler presented Resolution 2017-90, Health District Fees. Mrs. Boose offered insight to the updated Health District fees. Mrs. Butler requested a motion to approve Resolution 2017-90. Mr. Polachek made a motion. Mrs. Reer seconded the motion. The motion carried upon roll call vote. Kathleen Butler – Yes. James Gottfried – Yes. Shawn Tappel – Yes. Christine Yeagley – Yes. Greg Polachek – Yes. Lisa Reer – Yes.

Mrs. Butler presented Resolution 2017-91, Budgetary Transactions. Mrs. Boose offered insight to the recent budgetary transactions. Mrs. Butler requested a motion to approve Resolution 2017-91. Mr. Polachek made a motion. Mr. Tappel seconded the motion. The motion carried upon roll call vote. Kathleen Butler – Yes. James Gottfried – Yes. Shawn Tappel – Yes. Christine Yeagley – Yes. Greg Polachek – Yes. Lisa Reer – Yes.

Mrs. Butler presented Compensating Employees for Travel and Time. Mr. Hollinger offered insight to the resolution. Mrs. Butler requested a motion to approve Compensating Employees for Travel and Time. Mrs. Reer made a motion. Dr. Gottfried seconded the motion. The motion carried upon roll call vote. Kathleen Butler – Yes. James Gottfried – Yes. Shawn Tappel – Yes. Christine Yeagley – Yes. Greg Polachek – Yes. Lisa Reer – Yes.

Mrs. Boose presented the fund balance report to the members of the board. Mrs. Boose also reviewed the Revenue and Expense Report with the members of the board.

Mr. Cherry presented the first reading of Resolution 2017-92: Fee Schedule for the Implementation and Administration of Tattoo/Body Piercing Rules.

Mr. Cherry presented the first reading of Resolution 2017-93: Fee Schedule for the Implementation and Administration of Food Service Operation and Retail Food Establishment Rules.

Mr. Cherry presented the first reading of Resolution 2017-94: Fee Schedule for the Implementation and Administration of Campground Rules.

Mr. Cherry presented the first reading of Resolution 2017-95: Fee Schedule for the Implementation and Administration of Pool Rules.

Mr. Cherry presented the first reading of Resolution 2017-96: Fee Schedule for the Implementation and Administration of Bathing Area Rules.

Mr. Cherry presented the first reading of Resolution 2017-97: Fee Schedule for the Implementation and Administration of Realty Rules.

Mr. Cherry presented the first reading of Resolution 2017-98: Fee Schedule for the Implementation and Administration of Sewage Rules.

Mr. Cherry presented the first reading of Resolution 2017-99: Fee Schedule for the Implementation and Administration of Water Rules.

Environmental Division Director, Mr. Cherry offered an update to the mosquito control program.

Director of Nursing, Mrs. Cherry announced the upcoming 2017 Flu Shot Clinics. The clinics will be held in New London and Willard on October 2nd while the Norwalk and Wakeman clinics will be held on October 12th.

Community Health Division Director, Ms. Spaar announced the upcoming 2017 Community Health Assessment Release event will be held on Wednesday, September 20th at 8:00 a.m. at Fisher-Titus Learning Center at the Norwalk High School.

Epidemiologist, Sydney Cmar presented a recap of the 2017 Huron County Fair activities.

Mrs. Cmar also presented the Communicable Disease Trends reports.

Mr. Hollinger presented an update on the construction projects.

With no additional business, Mrs. Butler adjourned the meeting.

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| William Knapp<br>President, Board of Health | Timothy Hollinger, MPH<br>Secretary, Board of Health |