

**Summit County Combined General Health District  
Board of Health Meeting  
Thursday, February 8, 2024 – 5 p.m.  
Boardroom – Building A**



**Public Conference: 330 926 5796; ID#74883**

**MINUTES**

**Recovery Friendly Workplace**

**Maggie Urban-Waala, BSC, PRS**

**Public Health Coordinator**

**Office of the Health Commissioner (See Enclosure)**

- A. Welcome of Persons Present** – Mr. Cugini circulated thank you cards from Dr. Gayleen Kolaczewski and the family of Leon Ricks.
- B. Call to Order** – Mr. Cugini called the meeting to order at 5:05 p.m.
- C. Board Member Roll Call:**

<b>Patricia Billow</b>	01/01/2022 -12/31/2025	Present
<b>Dr. Patrick Blakeslee</b>	05/11/2023-12/31/2025	Present
<b>Todd Burdette</b>	03/21/2022-03/20/2027	Present
<b>Dr. Catherine Cook</b>	01/01/2023-12/31/2026	Present
<b>Dominic Cugini</b>	04/01/2023-03/31/2027	Present
<b>Dr. Roberta DePompei</b>	01/01/2024-12/31/2027	Virtual
<b>Barry Ganoe</b>	05/12/2022-03/31/2024	Present
<b>Krisi Gindlesperger</b>	01/01/2023-12/31/2026	Virtual
<b>Mary Jo Goss</b>	01/01/2023-12/31/2026	Present
<b>Dan Karant</b>	01/01/2021-12/31/2025	Present
<b>Janel Koellner</b>	02/09/2023-03/31/2025	Present
<i>City of Munroe Falls Vacancy</i>	01/01/2024-12/31/2027	Vacancy
<i>City of Reminderville Vacancy</i>	05/09/2023-12/31/2027	Vacancy
<b>Dr. Aleksandra Mamonis</b>	01/01/2024-12/31/2027	Present
<b>Jeffrey Snell</b>	04/01/2022-03/31/2026	Present
<b>Marco Sommerville</b>	01/01/2023-12/31/2026	Present
<b>Karen Talbott</b>	01/01/2023-12/31/2026	Present
<b>Dr. Kenneth Varian</b>	04/28/2022-12/31/2024	Virtual
<b>Sheila Williams</b>	01/01/2022-12/31/2025	Present

*Others present: Tonia Burford, Christopher Barker, Angela Burgess, Kevin Elrod, Eric Flint, Joanne Emery, Cory Kendrick, Clay Knapp, Marlene Martin, Brenda Pickle, Dave Shinn, Dr. Erika Sobolewski, Shaleeta Smith, Donna Skoda, and Maggie Urban-Waala*

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**D. Approval of the Minutes of the Regular Board Meeting**

**Motion by Ms. Talbott, seconded by Mr. Karant to approve the Board of Health meeting minutes from January 11, 2024.**

*Approved by voice vote.*

**Public and Staff Comments** (*three minute maximum.*) – Kevin Elrod, 274 Judson Road, Kent, Ohio addressed the Board of Health regarding an indoor demolition derby held at the Summit County Fairgrounds Indoor Arena in April of 2023 (*See Enclosure.*) Mr. Elrod voiced concern over the carbon monoxide levels the vehicles produce and further stated a two-day event is planned for April of 2024. Mr. Cugini advised documentation to be distributed to the Board. Legal and Environmental will review to determine jurisdiction. Mr. Cugini requested an update at the March 14, 2024 Board meeting.

**E. Reading of Schedule E – Late Filings – None.**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept Schedule E – Late Filings:**

**F. Motion by Mr. Karant, seconded by Mr. Ganoë to adopt Resolution No. 005-24, entitled “Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda.”**

<b>Schedule A</b>	<b>Personnel</b>
<b>Schedule B</b>	<b>Employee Training and Travel Expenses</b>
<b>Schedule C</b>	<b>Contracts</b>
<b>Schedule D</b>	<b>Finance</b>
<b>Schedule E</b>	<b>Late Filings</b>

*Approved by voice vote.*

**G. Health Commissioner’s Report**

**1. Board Member Meeting Compensation** – Ms. Skoda advised the county has been contacted. The Board will be paid \$80 per attended meeting. Paperwork from the county is needed and if Board members are able to opt in and out. Payment will be in arrears. Mr. Karant advised Governance will suggest wording to change the Board Policies and Procedures.

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## MINUTES

- 2. 104<sup>th</sup> District Advisory Council (DAC) Luncheon Meeting – Monday, March 4, 2024 at 11:30 a.m. in the Summit Auditorium. Please RSVP to bpickle@scph.org by Monday, February 26, 2024.**
- 3. The Financial Operations Committee will meet immediately after the February 8, 2024 Board Meeting in Boardroom.**

*Ms. Skoda reported a Medical Assistant was interviewed. Would like to offer the position. She is not working and would like to start her before the March 14, 2024 Board meeting. She will start February 26, 2024. You'll see it next month in arrears. It is a backfill, not a new position.*

### **I. Fiscal Report**

- 1. Monthly Reports Update – Mr. Knapp reported the Executive Summary is missing. Updates were needed. The fund balance reported is from end of 2022 instead of 2023. It will be updated.**
- 2. Update on Munis and Executime – Executime will replace the timekeeping system of Kronos/Dimensions February 26, 2024. Training will take place in a couple of weeks.**
- 3. Tuition Reimbursement**

**Tuition reimbursement requests were received from 4 employees for coursework completed in 2023 totaling \$7,359.40(See Enclosure.)**

- 4. Motion by Mr. Ganoë, seconded by Mr. Karant adopting Fourth Quarter, 2023 Policy and Procedure Manual updates/revisions (See Enclosure.)**

*Approved by voice vote.*

*Mr. Cugini suggested the Board review the benefits documentation of the Policy and Procedure Manual.*

### **J. Board Committee Reports**

- 1. Community Health & Wellness – No Report.**
- 2. Financial Operations -- No Report.**

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### 3. Governance Committee – Dan Karant

**Governance Committee made the recommendation to nominate Dr. Aleksandra Mamonis as President and President Pro Tempore Barry Ganoë effective April 1, 2024. The Board will vote at the March 14, 2024 meeting.**

**Motion by Ms. Billow, seconded by Mr. Karant to amend Policies and Procedures Article IV Committees to read agendas for committee meetings shall be provided to all members three (3) days in advance of the meeting (currently states 24 hours in advance of the meeting.)**

*Approved by voice vote.*

### 4. Human Resources – Patricia Billow (Executive Session.)

### 5. Strategic Planning – No Report.

**K. Environmental Report – Ms. Burford reported the Food Program is governed by the Ohio Department of Health and Agriculture. They have two separate codes. We were notified late last month that the Ohio Department of Agriculture pushed through some rules that created a new category of mobile retail food establishments. There are a small amount of mobiles that do bulk food distribution. Those purveyors are retail food establishments. They lobbied the State many years ago that their activities are low-risk activities but are being charged the same amount as a taco or sushi mobile. They were successful in getting a new fee category established. We now have low and high-risk categories. The Department of Agriculture was able to push through these rules. The Ohio Department of Health is reviewing. The fee schedule will change to include low-risk retail food establishments. This fee is half of a standard mobile fee effective across the state on February 13, 2024.**

**1. Motion by Mr. Snell, seconded by Dr. Mamonis, to adopt Resolution No. 006-24 entitled, “Resolution Amending Chapter 101, Fees under Title One of the Environmental Health Code of the Summit County Combined General Health District, Repealing Resolutions Inconsistent Therewith and Declaring it an Emergency, Effective February 13, 2024 (See Enclosure)**

*Approved by voice vote.*

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**L. Clinical Health/Medical Director's Report** – *Dr. Sobolewski reported Ohio had the first case of measles in Dayton. The WHO reported in January, there were 42,200 cases of measles in Europe in 2023. Up 940 from 2022. There have been clusters in Pennsylvania and Virginia, D.C. and now Ohio. Travel is the main concern. We are working on increasing vaccinations with the decreased rate of vaccinations during the pandemic. Main concern is unvaccinated children.*

- 1. Communicable Disease Report** *(See Enclosure.)*
- 2. Influenza Surveillance Report** *(See Enclosure.)*

### M. Miscellaneous Business

- 1. Motion by Ms. Billow, seconded by Dr. Mamonis, to adjourn into Executive Session at 5:48 p.m.:**
  - a) To conference with an attorney for the Board of Health concerning a dispute involving the Board that is the subject of imminent court action pursuant to ORC 121.22(G)(3); and**
  - b) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee pursuant to ORC 121.22(G)(1).**

### Roll Call Vote:

**Patricia Billow (Aye), Dr. Patrick Blakeslee (Aye), Todd Burdette (Aye), Dr. Catherine Cook (Aye), Dominic Cugini (Aye), ~~Dr. Roberta DePompei (-)~~, Barry Ganoe ( ), ~~Krisi Gindlesperger (-)~~, Mary Jo Goss (Aye), Dan Karant (Aye), Janel Koellner (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye), Marco Sommerville (Aye), Karen Talbott (Aye), ~~Dr. Kenneth Varian (-)~~ and Sheila Williams (Aye.)**

*Approved by voice vote.*

**Motion by Ms. Talbott, seconded by Mr. Snell, to reconvene from Executive Session at 5:56 p.m.**

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**Roll Call Vote:**

Patricia Billow (Aye), Dr. Patrick Blakeslee (Aye), Todd Burdette (Aye),  
Dr. Catherine Cook (Aye), Dominic Cugini (Aye), ~~Dr. Roberta DePompei (-)~~,  
Barry Ganoe ( ), ~~Krisi Gindlesperger (-)~~, Mary Jo Goss (Aye), Dan Karant (Aye),  
Janel Koellner (Aye), Dr. Aleksandra Mamonis (Aye), Jeffrey Snell (Aye),  
Marco Sommerville (Aye), Karen Talbott (Aye), ~~Dr. Kenneth Varian (-)~~ and  
Sheila Williams (Aye.)

*Approved by voice vote.*

*No action.*

**L. The meeting of the Board of Health adjourned at 5:57 p.m.**

Handwritten signature of Dawn R. Skod in blue ink.

Secretary

Handwritten signature of Daley in blue ink.

President

**The next meeting of the Board of Health is scheduled Thursday, March 14, 2024  
at 5:00 p.m. in the Boardroom- Building A.**