

Ashland County-City Boards of Health Meeting Minutes
1763 State Route 60, Ashland, Ohio 44805
August 9, 2016

Those present: County Board: Stan Kopp
Dr. Rebecca Cawrse

City Board: Mayor Stewart
Larry Norris
Dr. William Latham
Mike Huber

Staff: Pat Donaldson, Environmental Health Director
A.J. Sturgis, Registered Sanitarian
Shirley Bixby, Nursing Director
Ray Herbst, Emergency Preparedness Director
Gayle Lantz, Registrar/Administrative Assistant

Guest: Mike Buettner, TG Reporter

1. Approval of Minutes:

The minutes of the regular meeting held on July 12, 2016 were reviewed by the City and County Board members.

Motion to approve the minutes was made for the City by Mike Huber and seconded by Mayor Stewart. Motion carried.

Due to the lack of a quorum on the County side, the minutes were not approved at this time.

2. Approval of Expenses:

Motion to approve the City Expenses/Food Protection was made by Mike Huber and seconded by Dr. Latham. Motion carried.

Due to the lack of a quorum on the County side, expenses were not approved at this time.

3. Division Reports:

Shirley Bixby, Director of Nursing reported that August 23rd is Amish Health and Safety Day. Bixby expects 350-400 to attend the yearly event. Bixby also reported an increase in Lice and Pertussis cases for the County. The Nursing division has held extra vaccine clinics this month to accommodate the start of the school year. The clinics have been "bursting at the seams." Bixby also reported that Jennifer Owen, new public health nurse, started her job on Monday August 8th and is a great addition to the Nursing division.

Pat Donaldson, Environmental Health Director reported that her division is busy with the normal summer tasks; swimming pool inspections, sewage inspections, and the day to day operations. Donaldson reported that the Private Water System Survey from May came back and the ACCHD is in compliance with the OAC.

Ray Herbst, Emergency Preparedness Director, requested volunteers for the booths at the Ashland County Fair and the Loudonville Street Fair. Herbst also requested the signatures of Board Presidents, Norrris and Kopp, on an MOU for the Strategic National Stockpile document. Herbst reported that he and MRC volunteers held a Cooling Station on July 24th in a cooperative effort between the City and County. Ray announced that his volunteer assistant, Hena Samdami, gave birth to a 6lb 3oz baby girl.

4. Old Business:

A. Transition to New Internet Service Provider Update:

It was reported that the transition to Armstrong was a success and everything is running smoothly.

B. Credit Card Update:

Gayle Lantz reported that Lexus Nexus expects the credit card equipment in our offices by September 21st. This is the company that the Vital Statistics office already works with for out of state and online requests for birth and death certificates, so the implementation should be very uneventful.

5. New Business:

A. Approval of Health Commissioner Grant Writing Seminar:

The Boards suggested that Gayle Lantz search for a Resolution that was made last year on the dollar amount allowed for the Health Commissioner to approve her own expenditures. *Search revealed the dollar amount to be \$5000.00*

B. Approval of Health Commissioner attending AOHC Conferences on Sept 21st-23rd:

The Boards again stated that since the AOHC Conference was mandatory, that approval was not needed, based on the above stated Resolution.

C. Review of Sandusky Street Sewage Project:

Registered Sanitarian, A.J. Sturgis, brought the Boards up to date with the status of the Sandusky Street Sewage Nuisance. Sturgis advised that there was a stalemate between the Township and the City. Mayor Stewart stated that a "City Ordinance requires annexation." The board advised Sturgis to arrange a meeting with interested parties from the County and the City to find a solution.

D. Reminder of CEU Requirements for Board of Health Members:

The Boards of Health were reminded that they are required to have Continuing Education. Discussion was held and the Boards wish to have a Fall Retreat to fulfill those requirements.

6. For the Good of the Department:

- A. Thanks was given to Ray Herbst and the MRC volunteers for providing a cooling station on July 24th, 2016 in response to the extreme heat that was a danger to the safety of the community.
- B. A thank you was given to Lisa Burgess and Leslie Sexton for taking on extra responsibilities while others were on leave.

7. Personal Privileges:

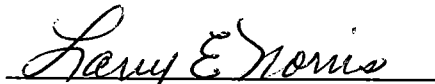
There were no personal privileges requested.

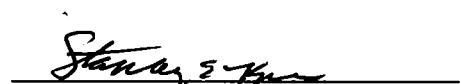
8. Next Board Meeting:

The next Board of Health Meeting will be held on Tuesday, September 13, 2016 at 7pm.

9. Adjournment:

The meeting was adjourned at 8:02 pm


Larry Norris, President Pro Tem
Ashland City Board


Stan Kopp, President
Ashland County Board

Sarah Goodwill Humphrey
Health Commissioner