

**The Lorain District Municipal Board of Health held their regular meeting on  
Wednesday – June 20, 2007 at 4:30p.m.**

**PLEDGE OF ALLEGIANCE:**

**The May 2007 Board meeting was cancelled due to a lack of quorum, all agenda items were placed on the June agenda.**

The meeting was called to order at 4:30 PM.

**ROLL CALL:** P=denotes presence at meeting; A=denotes absence from meeting:

Mayor Foltin-P; Mr. Killinger-P; Mr. Love-P; Mr. Buccilli-A; Mr. Fligner-P;  
Robert G. Cool, Jr.-P.

**MINUTES:** *Mr. Fligner made a motion which was seconded by Mr. Love to accept the April 2007 minutes. 4 Ayes, 0 Nays; motion carried.*

**CORRESPONDENCE:** None

**FINANCIAL REPORT:**

**Year to date Financial Reports – April & May 2007.** *Mr. Fligner made a motion which was seconded by Mr. Love to accept the financial reports. 4 Ayes, 0 Nays; motion carried.*

**Bills:** The following bills were presented for payment:

**Lorain City Health Department - Monthly Bills  
June 2007**

VENDOR	DESCRIPTION	AMOUNT	GRANT (if appl)
Centurytel	Phone Charges: Bill Date 5/7/07	\$ 1,778.73	
Cingular	Cell Phone Charges (4/18/07- 5/17/07)	\$ 501.29	PHI
Cleveland Dept of Public Health	Lead Testing & Samples (April 2007)	\$ 40.00	
Cleveland State University	Seminar Fee for Lynn Rebman 4/27/07 - How clean is clean?	\$ 20.00	PHI
Community Health Partners	Payment #2 per contract	\$ 500.00	TOBACCO
Craig Chapple	Car Allowance - May 2007	\$ 100.00	
David Williams	Car Allowance - May 2007	\$ 130.80	
DirectTV Business Center	Business Information Satellite Svcs - Annual Payment due	\$ 365.00	PHI
Elsa Pittak	Car Allowance - May 2007	\$ 130.00	
Elyria City Schools	Payment #2 per contract (Youth Prevention - Life Skills)	\$ 3,250.00	TOBACCO
Federal Express	Overnight Shipping Charges	\$ 127.78	
FFF Enterprises	Immune Globuline Vaccine & Shipping	\$ 107.84	
First Merit Bank	Visa/MC Fees	\$ 90.12	
First Merit Bankcard Center	Deposit/lodging/ MARY JO BURNS 2 nights at Salt Fork Jun18-20	\$ 150.00	TOBACCO
Fleming Moseley	Car Allowance - May 2007	\$ 161.60	
Gergely's Maintenance	Monthly Janitorial Services (June 2007)	\$ 877.50	
Gloria Gonzalez	Car Allowance - May 2007	\$ 145.20	
Health Impressions	HMG Incentive Items (toothbrushes/paste, rattles, safety plugs)	\$ 1,000.00	HMG
J.Jack Kurowski	Car Allowance - May 2007	\$ 104.00	
Jessica Miles	Car Allowance - May 2007	\$ 30.00	CVH
Jill Darrow	Car Allowance - May 2007	\$ 136.80	
Judy Rudolph	Car Allowance - May 2007	\$ 126.40	
Kimberly Stutt	Car Allowance - May 2007	\$ 138.80	
LCADA	Payment #2 & #3 Subgrantee for Tobacco Grant	\$ 6,666.00	TOBACCO
LCCE	Payment #2 per contract (Eval of Tobacco grant)	\$ 2,800.00	TOBACCO
LCCE	Payment due - signing of Contract for LCH Strategic Plann Process	\$ 5,000.00	
Lynn Rebman	Car Allowance - May 2007	\$ 167.60	PHI
Martina Ewers	Car Allowance - May 2007	\$ 123.60	
Mary Jo Burns	Reimb for Coal Mtg items purchased from WalMart 5/10/07	\$ 26.23	TOBACCO
Mary Jo Burns	Car Allowance - May 2007	\$ 294.80	TOBACCO
Michelle Crossan	Car Allowance - May 2007	\$ 10.40	
Monica Tomaszewski	Car Allowance - May 2007	\$ 108.00	
North Shore Landscape	Mulch and delivery for mulch	\$ 85.00	
Ohio Division of Real Estate	Burial Permit Fee - April 2007	\$ 180.00	
Ohio Edison	Electric Service	\$ 2,293.49	
Teresa Kuhlman	Car Allowance - May 2007	\$ 193.20	
Treasurer of State	Vital Statistics Fee - April 2007	\$ 3,884.76	
Treasurer of State	Security Paper for Vital Stats (1 box of births)	\$ 55.05	
Treasurer, State of Ohio	Marina Fee - April 2007	\$ 240.00	
Treasurer, State of Ohio	RFE Fee - April 2007	\$ 56.00	
Treasurer, State of Ohio	Reg for Lynn Rebman-JOINING FORCES CONF-May 30-31, 2007	\$ 80.00	PHI
Treasurer, State of Ohio	FSO Fee - April 2007	\$ 342.00	
Treasurer, State of Ohio (EPA)	EPA C&DD Disposal Fee Transmittal - April 2007	\$ 1,597.42	
Willow Hardware	Misc Maintenance Supplies (weed killer, etc)	\$ 46.13	
		<b>\$ 34,261.54</b>	

*Mr. Fligner made a motion, which was seconded by Mr. Killinger to forward the presented bills (2 months) for payment. Roll Call 4 Ayes, 0 Nays; motion carried.*

**Appropriation Request – PHI Grant (Pandemic Influenza Preparedness & Response).** *Mr. Fligner made a motion which was seconded by Mr. Killinger to authorize this appropriation request. 4 Ayes, 0 Nays; motion carried.*

**ACTIVITY / COMMITTEE REPORTS:**

**March & April 2007 Activity Reports.** *Mr. Killinger made a motion which was seconded by Mr. Fligner to accept the March & April Activity Reports. 4 Ayes, 0 Nays; motion carried.*

**OLD BUSINESS:**

**Resolution No. 906 appointing Sanitarian in Training.** *Mr. Fligner made a motion which was seconded by Mr. Killinger to suspend the rules for Resolution No. 906. 4 Ayes, 0 Nays; motion carried. Mr. Fligner made a motion which was seconded by Mr. Killinger to pass Resolution No. 906. 4 Ayes, 0 Nays; motion carried.*

**RESOLUTION NO. 906**

A Resolution exceptionally appointing Joshua A. Jenkins, to the position of Sanitarian-in-Training for the Lorain District Municipal Board of Health, City of Lorain, Ohio, and declaring it an emergency, effective June 25, 2007.

BE IT RESOLVED BY the District Municipal Board of Health, City of Lorain, State of Ohio:

- Section 1. That beginning June 25, 2007, Joshua A. Jenkins be exceptionally appointed to the position of Sanitarian-in-Training for the Lorain District Municipal Board of Health, Lorain, Ohio, Grade 921 C, for a six (6) month probationary period.
- Section 2. The applicable rate of pay for all employees placed on the District Municipal Board of Health payroll shall be Step "C" of the pay grades. After six (6) months of employment the applicable rate of pay will be Step "D". After one (1) year of employment the applicable rate of pay will be Step "E".
- Section 3. That all other Ordinances, Resolutions or Sections or Parts of Sections thereof in conflict herewith, be and the same are hereby expressly repealed.
- Section 4. That this resolution is hereby declared to be an emergency; the nature of the emergency being the need to obtain the services a Sanitarian-in-Training for the Lorain Municipal Health District.
- Section 5. That this resolution shall take effect and be in force on and after June 20, 2007.

PASSED: June 20, 2007

APPROVED: Craig Foltin (signed)  
Craig Foltin, President

ATTEST: Terrence J. Tomaszewski (signed)  
Terrence J. Tomaszewski, Secretary

**Posting for Public Health Nurse.** *Mr. Killinger made a motion which was seconded by Mr. Love to authorize Mr. Tomaszewski to send a letter to Civil Service temporarily suspending the appointment of two Public Health Nurses. 4 Ayes, 0 Nays; motion carried.*

Mayor Foltin entered the meeting and will resume as President.

**NEW BUSINESS:**

**Resolution No. 903 authorizing “Addendum” to prior agreement with Lorain County Board of Commissioners, Help Me Grow Program.** *Mr. Cool made a motion which was seconded by Mr. Killinger to suspend the rules for Resolution No. 903. 4 Ayes, 0 Nays; motion carried. Mr. Cool made a motion which was seconded by Mr. Killinger to pass Resolution No. 903. 4 Ayes, 0 Nays; motion carried.*

**RESOLUTION NO. 903**

A Resolution authorizing the Health Commissioner of the District Municipal Board of Health of the City of Lorain, Ohio, to enter into an “Addendum” to prior agreement with the Lorain County Board of Commissioners, as the Administrative Agent for the Lorain County Children and Families Council, to provide Help Me Grow Service Coordination and Assessment Services for FY 2007, and declaring an emergency.

BE IT RESOLVED BY the District Municipal Board of Health, City of Lorain, State of Ohio:

- Section 1            That the Lorain City Health Commissioner is hereby authorized to enter into an “Addendum” to a prior agreement with the Lorain County Board of Commissioners, to provide Help Me Grow Service Coordination and Assessment Services. The addendum reflects a decrease in the sum amount of \$46,900.00 for budget year July 1, 2006 to June 30, 2007.
- Section 2            That it is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board, and that all deliberations of this Council and of any of its committees that resulted in such formal actions, were in meetings open to the public, in compliance with all legal requirements, including Ohio Revised Code §121.22.
- Section 3            That this Resolution is hereby declared to be an emergency, the nature of the emergency being the need to provide Help Me Grow Service Coordination and Assessment Services, all in order to preserve the health, welfare and safety of the citizens of the Lorain Municipal Health District.

Section 4                      That this resolution shall take effect and be in force on and after March 22, 2007.

PASSED: June 20, 2007

APPROVED: Craig Foltin (signed)  
Craig Foltin, President

ATTEST: Terrence J. Tomaszewski (signed)  
Terrence J. Tomaszewski, Secretary

**Meeting request from Lynn Rebman, Public Health Preparedness Coordinator, to attend “Disaster Preparedness, Response & Recovery Conference”, May 30-31, 2007 in Columbus, Ohio and be reimbursed – grant expenditure.** *Mr. Fligner made a motion which was seconded by Mr. Cool to authorize attendance at & reimbursement for this conference. Roll Call 4 Ayes, 0 Nays; motion carried.*

**Resolution No. 904 endorsing the implementation of NIMS.** *Mr. Fligner made a motion which was seconded by Mr. Killinger to suspend the rules for Resolution No. 904. 4 Ayes, 0 Nays; motion carried. Mr. Fligner made a motion which was seconded by Mr. Killinger to pass Resolution No. 904. 4 Ayes, 0 Nays; motion carried.*

## **RESOLUTION NO. 904**

A Resolution by the Lorain District Municipal Board of Health endorsing the implementation and the utilization of the National Incident Management (NIMS) as prescribed by the Department of Homeland Security, and further resolving that the Lorain Municipal Health District will actively support this initiative within the operations of the Lorain City Health Department.

WHEREAS, President Bush issued Homeland Security Presidential Directive (HSPD)-5, Management of Domestic Incidents, on February 28, 2003, directing the Secretary of Homeland Security to develop, submit for review to the Homeland Security Council, and administer a National Incident Management System (NIMS); and

WHEREAS, Governor Taft issued Executive Order 2004-14T on July 30, 2004 ordering all departments and agencies of the State to utilize the Incident Management System prescribed by the Department of Homeland Security; and

WHEREAS, NIMS will provide a consistent nationwide approach allowing federal, state, local and tribal governments to work effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents; and

WHEREAS, the Department of Homeland Security has sought extensive input on NIMS from state, local, and tribal officials, the emergency response community, and the private sector and has incorporated the best practices currently in use by incident managers; and

WHEREAS, effective homeland security incident management involves new concepts, processes, and protocols that will require refinement over time. The collective input and guidance from all homeland security partners has been, and will continue to be, vital to the further development of an effective and comprehensive national incident management system; and

WHEREAS, NIMS was published by the Department of Homeland Security on March 1, 2004; and

WHEREAS, HSPD-5 and NIMS require all federal departments and agencies to adopt NIMS and use it in domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation programs and activities, as well as to assist state, local, or tribal entities; and

WHEREAS, HSPD-5 and NIMS require federal departments and agencies to make state, tribal and local organizations adopt NIMS as a condition for federal preparedness assistance beginning in federal fiscal year 2005; and

WHEREAS, short-term compliance will include adopting the basic tenets of the Incident Command System identified in the NIMS document. The Secretary of Homeland Security published standards, guidelines, and protocols for determining compliance in December 2004.

NOW, THEREFORE, BE IT RESOLVED, that the District Municipal Board of Health, City of Lorain, State of Ohio:

1. All divisions, departments, and offices of the Lorain Municipal Health District shall implement and utilize the National Incident Management System prescribed by the Department of Homeland Security.
2. The Administration of the Lorain City Health Department shall determine the timetable and steps necessary for the expedient implementation of this Resolution.
3. The Administration of the Lorain City Health Department will provide training on NIMS, and ensure that agency emergency preparedness and response plans are consistent with the concepts, principles, terminology, and organizational processes in NIMS.

PASSED: June 20, 2007

APPROVED: Craig Foltin (signed)  
Craig Foltin – President

ATTEST: Terrence J. Tomaszewski (signed)  
Terrence J. Tomaszewski, Secretary

**Resolution No. 905 appointing temporary “Seasonal Employee”.** *Mr. Fligner made a motion which was seconded by Mr. Love to suspend the rules for Resolution No. 905. 4 Ayes, 0 Nays;*

*motion carried. Mr. Fligner made a motion which was seconded by Mr. Love to pass Resolution No. 905. 4 Ayes, 0 Nays; motion carried.*

### **RESOLUTION NO. 905**

A Resolution appointing Anthony Michael Resendez to the temporary position (not to exceed five-hundred sixty (560) hours) of: Seasonal Employee - Environmental Division, for the Lorain District Municipal Board of Health, City of Lorain, Ohio, and declaring it an emergency, effective June 4, 2007.

BE IT RESOLVED BY the District Municipal Board of Health, City of Lorain, State of Ohio:

- Section 1. That beginning June 4, 2007, Anthony Michael Resendez be temporarily appointed to the position of Seasonal Employee - Environmental Division for the Lorain District Municipal Board of Health, Lorain, Ohio, Hourly rate of \$7.00 (Seven and no/100 dollars) per hour.
- Section 2. That this appointment is temporary; not to exceed five-hundred sixty (560) hours from date of employment.
- Section 3. That this resolution is hereby declared to be an emergency, the nature of the emergency being the need to obtain temporary seasonal services for the Environmental Division of the Lorain City Health Department.
- Section 4. That all other Ordinances, Resolutions or Sections or Parts of Sections thereof in conflict herewith, be and the same are hereby expressly repealed.
- Section 5. That this resolution shall take effect and be in force on and after June 4, 2007.

PASSED: June 20, 2007

APPROVED: Craig Foltin (signed)  
Craig Foltin, President

ATTEST: Terrence J. Tomaszewski (signed)  
Terrence J. Tomaszewski, Secretary

**Resolution No. 907 authorizing contract with the Lorain County General Health District for Cardiovascular Health Grant.** *Mr. Cool made a motion which was seconded by Mr. Killinger to suspend the rules for Resolution No. 907. 4 Ayes, 0 Nays; motion carried. Mr. Cool made a motion which was seconded by Mr. Killinger to pass Resolution No. 907. 4 Ayes, 0 Nays; motion carried.*

### **RESOLUTION NO. 907**

A Resolution authorizing the Health Commissioner of the District Municipal Board of Health of the City of Lorain, Ohio, to enter into an agreement with the Lorain County General Health District, for the administration/coordination and implementation

of all Cardiovascular Health activities within Lorain County.

WHEREAS, the Lorain District Municipal Board of Health has received a grant from the Ohio Department of Health to promote Cardiovascular Health, and

WHEREAS, the Lorain District Municipal Board of Health is in need of coordination services of all activities of the Cardiovascular Health Project Grant: and.

WHEREAS, the Lorain County General Health District through its staff, is experienced and qualified to administer and implement all activities of the Cardiovascular Health Project Grant as approved by the Ohio Department of Health;

NOW, THEREFORE, BE IT RESOLVED BY the District Municipal Board of Health, City of Lorain, State of Ohio:

Section 1. A resolution authorizing the Health Commissioner of the District Municipal Board of Health of the City of Lorain, Ohio, to enter into an agreement with Lorain County General Health District, for the administration/coordination and implementation of cardiovascular health activities within Lorain County.

Section 2. That such agreement shall be for the period July 1, 2007 through December 31, 2007, and payment for such services shall be Thirty six thousand nine hundred eighty-five dollars (\$36,985.00) payable in two equal payments.

Section 2. That all other Ordinances, Resolutions or Sections or Parts of Sections thereof in conflict herewith, be and the same are hereby expressly repealed.

Section 3. That this resolution shall take effect and be in force on and after July 1, 2007.

PASSED: June 20, 2007

APPROVED: Craig Foltin (signed)  
Craig Foltin, President

ATTEST: Terrence J. Tomaszewski (signed)  
Terrence J. Tomaszewski, Secretary

**Help Me Grow Grant Application – FY 2007-08.** Mr. Tomaszewski explained the new RFP (request for proposal) for this year's grant and explained that through the process of what services you can bill for, this award will be considerably less than previous years. *Mr. Cool made a motion which was seconded by Mr. Killinger to authorize this application. 4 Ayes, 0 Nays; motion carried.*

## **INFORMATION**

**Final copy of the Board of Health By-Laws & Governing Rules.** Receive and file.

**Meeting update from Terrence Tomaszewski, Health Commissioner, regarding the Combined Public Health Conference, May 14-16, 2007, Columbus, Ohio.** Receive and file.

**Meeting update from Lynn Rebman, Public Health Preparedness Coordinator, regarding the Disaster Preparedness Response & Recovery Conference, May 30-31, 2007, Columbus, Ohio.** Receive and file

**Updated/revised “After-Hours” contact information.** Receive and file.

**CONCERNS FROM PUBLIC**

*Mr. Cool made a motion which was seconded by Mr. Fligner to adjourn the meeting. Meeting adjourned at 5:03pm.*

APPROVED: \_\_\_\_\_  
Mayor Foltin – President

ATTEST: \_\_\_\_\_  
Terrence J. Tomaszewski