

**The Lorain District Municipal Board of Health held their regular meeting on
Wednesday – September 19, 2007 at 4:30p.m.**

PLEDGE OF ALLEGIANCE:

John Romoser called the meeting to order at 4:30 PM.

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

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

MINUTES: *Mr. Fligner made a motion which was seconded by Mr. Killinger to accept the July 2007 minutes. 3 Ayes, 0 Nays; motion carried.*

CORRESPONDENCE:

Letter from Ohio Department of Health regarding the Food Protection Program Survey scheduled to begin September 24, 2007. Receive and file.

FINANCIAL REPORT:

Year to date Financial Reports July & August 2007. *Mr. Fligner made a motion which was seconded by Mr. Love to accept the financial reports. 3 Ayes, 0 Nays; motion carried.*

Bills: The following bills were presented for payment:

September 2007

VENDOR	DESCRIPTION	AMOUNT	GRANT (if appl)
Accu-Medical Waste Services	Medical Waste Pickup - 7/5/07	\$ 42.00	
Accu-Medical Waste Services	Medical Waste Pickup - 8/1/07	\$ 42.00	
Alan Mallasch	Labor and Materials to repair flooring in front of north & south doors	\$ 322.55	
Antenna Service Company, Inc	Service Call & Repair on Satellite Receiver	\$ 169.00	PHI
Antenna Service Company, Inc	Motorola 450i Satellite Receiver (old broke, needed new)	\$ 699.00	PHI
AOHC	Registration for Fall Health Commiss Conference: Tomaszewski	\$ 285.00	
AT&T Mobility	Cell Phone Charges (6/18/07- 7/17/07)	\$ 751.18	PHI
AT&T Mobility	Cell Phone Charges (5/18/07- 6/17/07)	\$ 281.68	PHI
CDWG	Quantum 1pk Travan Dry Pass Cleaning Tapes & Shipping	\$ 79.99	PHI
Centurytel	Phone Charges: Bill Date 7/7/07	\$ 1,739.69	
Centurytel	Phone Charges: Bill Date 8/7/07	\$ 1,723.55	
Chief Supply	Bloodborne Pathogen Kit & First Aid Kit	\$ 53.97	PHI
Clark Security Group, LLC	LCHD Security Assessment	\$ 3,000.00	PHI
Cleveland Dept of Public Health	Lead Samples/Testing - June 2007	\$ 32.00	
Cleveland Dept of Public Health	Lead Samples/Testing - July 2007	\$ 80.00	
Columbia Gas	Gas Service	\$ 12.44	
Columbia Gas	Gas Service	\$ 14.82	
Columbia Gas	Gas Service	\$ 13.39	
Community Health Partners	Payment #3 for REDUCING EXP TO 2ndHAND SMOKE - TUPCF Grant	\$ 500.00	TOBACCO
David Williams	Car Allowance - July 2007	\$ 118.40	
David Williams	Car Allowance - August 2007	\$ 105.64	
Elyria City Schools	Payment per contract (Youth Prevention - Life Skills)	\$ 3,250.00	TOBACCO
Federal Express	Overnight Shipping Charges	\$ 246.60	
Federal Express	Overnight Shipping Charges	\$ 172.01	
Fieldtex Products, Inc.	NYS Compliant CPR Kit	\$ 59.95	PHI
First Merit Bank	Cell Phone Accessories (purchased on First Merit Visa Card)	\$ 39.85	PHI
First Merit Bank	Lodging/Meals-Tomaszewski/Chapple-May 2007 Public Health Conf	\$ 247.66	
First Merit Bank	Lodging - remainder for Mary Jo Burns Salt Fork June 2007	\$ 57.10	TOBACCO
First Merit Bank	Visa/MC Fees	\$ 99.17	
First Merit Bank	Cell Phone Accessories (purchased on First Merit Visa Card)	\$ 691.04	PHI
Fleming Mosely	Car Allowance - July 2007	\$ 166.00	
Fleming Mosely	Car Allowance - August 2007	\$ 182.80	
Gergely's Maintenance	Monthly Janitorial Services (July 2007)	\$ 877.50	
Gergely's Maintenance	Monthly Janitorial Services (August 2007)	\$ 877.50	
Gergely's Maintenance	Janitorial Item (cleaner for flooded basement)	\$ 22.60	
Gloria Gonzalez	Car Allowance - July 2007	\$ 117.20	
Gloria Gonzalez	Car Allowance - August 2007	\$ 151.60	
J. M. Kershaw	Bi-annual service contract for 175KW Generator & Transfer switch	\$ 750.00	PHI
J.Jack Kurowski	Car Allowance - July 2007	\$ 76.40	
J.Jack Kurowski	Car Allowance - August 2007	\$ 72.40	
Jill Darrow	Car Allowance - July 2007	\$ 80.80	
Jill Darrow	Car Allowance - August 2007	\$ 48.00	
Joshua Jenkins	Car Allowance - July 2007	\$ 46.40	
Joshua Jenkins	Car Allowance - August 2007	\$ 112.80	
Kathy Loughrie	Car Allowance - August 2007	\$ 59.60	
Kimberly Stutt	Car Allowance - July 2007	\$ 94.00	
Kimberly Stutt	Car Allowance - August 2007	\$ 144.80	
Lake Screen Printing	Go Kit Supplies: Dept ID Shirts	\$ 817.30	PHI
Lynn Rebman	Car Allowance - July 2007	\$ 30.00	PHI
Lynn Rebman	Car Allowance - August 2007	\$ 40.40	PHI
Martina Ewers	Car Allowance - July 2007	\$ 85.60	
Martina Ewers	Car Allowance - August 2007	\$ 90.40	
Mary Jo Burns	Reimb for Coalition Items purchased from COSTCO & Sunoco	\$ 33.58	TOBACCO
Mary Jo Burns	Car Allowance - July 2007	\$ 22.80	TOBACCO
Mary Jo Burns	Reimb for TUPCF Meeting Items - August 2007	\$ 45.30	TOBACCO
Mary Jo Burns	Reimb for Registration for SOPHE Wrkshp - Keeping the vision alive	\$ 25.00	TOBACCO
Mary Jo Burns	Car Allowance - August 2007	\$ 179.60	TOBACCO
Marylou Kucera	Reimbursement for postage paid for certified mail	\$ 5.21	
Monica Tomaszewski	Car Allowance - July 2007	\$ 147.60	
Monica Tomaszewski	Car Allowance - August 2007	\$ 174.40	
NACCHO	Annual Membership Dues: July 2007 - June 2008	\$ 225.00	
Needi Safety Supply Corp. - USA	Nurse/Medical Student Kit & Nurse CPR First Aid Kit	\$ 653.86	PHI
Ohio Division of Real Estate	Burial Permit Fee - July 2007	\$ 155.00	
Ohio Edison	Electric Service	\$ 2,509.06	
Ohio Edison	Electric Service	\$ 2,567.43	
OraSure Technologies	Orasure HIV-1 Oral Fluid Devices & Shipping	\$ 1,198.00	

Philips Medical Systems	Automated External Defibrillator Adult SMART pads cartridge	\$ 125.00	PHI
Postmaster	Postage Stamps (100 @ \$.41cents ea)	\$ 41.00	TOBACCO
Rebman Systems	Fire & Security System - system information download	\$ 45.00	PHI
SQP Print Center	LCTPP Newsletters & Brochures	\$ 420.00	TOBACCO
Staples	Office Supplies	\$ 302.94	PHI
Staples	Office Supplies	\$ 191.06	PHI
Teresa Kuhlman	Car Allowance - July 2007	\$ 222.80	
Teresa Kuhlman	Car Allowance - August 2007	\$ 192.40	
Treasurer of State	Security Paper for Vital Stats (15 bxs)	\$ 848.50	
Treasurer of State	Vital Statistics Fee - July 2007	\$ 3,767.04	
Treasurer of State (FUND 5C2)	MARCS Base Station & Portables monitoring (7/1/07-6/30/08)	\$ 1,680.00	PHI
Treasurer, State of Ohio	RFE Fee - June 2007	\$ 28.00	
Treasurer, State of Ohio	FSO Fee - June 2007	\$ 210.00	
Treasurer, State of Ohio	Pools Fee - June 2007	\$ 105.00	
Treasurer, State of Ohio	Qtrly State Vital Stats Fee - Automation \$5 per cert (Apr-Jun 2007)	\$ 13,870.00	
Treasurer, State of Ohio	FSO Fee - July 2007	\$ 84.00	
Treasurer, State of Ohio	POOLS Fee - July 2007	\$ 105.00	
Treasurer, State of Ohio (EPA)	EPA C&DD Disposal Fee Transmittal - June 2007	\$ 2,462.38	
Treasurer, State of Ohio (EPA)	EPA C&DD Disposal Fee Transmittal - July 2007	\$ 1,785.04	
Willow Hardware	Janitorial & Maintenance Items	\$ 42.30	
Willow Hardware	Janitorial & Maintenance Items	\$ 77.73	
		\$ 54,420.81	

Mr. Fligner made a motion, which was seconded by Mr. Love to forward the presented bills for payment. Roll Call 3 Ayes, 0 Nays; motion carried.

Appropriation Requests (2) – Public Health Preparedness Grant (\$7,373.47 & \$5,876.35).
Mr. Killinger made a motion which was seconded by Mr. Fligner to authorize these transfer requests. 3 Ayes, 0 Nays; motion carried.

ACTIVITY / COMMITTEE REPORTS:

June & July 2007 Activity Reports. Mr. Killinger asked Environmental Director Jack Kurowski about the mosquito program for the City of Lorain. Mr. Kurowski replied with a summary of the mosquito program for the 2007 season. *Mr. Killinger made a motion which was seconded by Mr. Love to accept the June & July Activity Reports. 3 Ayes, 0 Nays; motion carried.*

OLD BUSINESS:

Memo from the Health Commissioner regarding staffing concerns. Mr. Tomaszewski explained the staffing concerns. Mr. Fligner inquired as to whether or not it would be beneficial to possibly hire a nurse at a higher rate to do both the nursing and health education duties? Mr. Tomaszewski, also with input from the Director of Nursing, advised that this would not be a viable option due to grant/contract requirements for programs. Mr. Killinger added that he believes a general Health Educator to promote all programs for the Health Department would be a long-term benefit. *Mr. Killinger made a motion which was seconded by Mr. Love to authorize the Health Commissioner to proceed with Civil Service Commission to properly fill the following positions: Public Health Nurse, Data Clerk, and Health Educator.. 3 Ayes, 0 Nays; motion carried.*

NEW BUSINESS:

Resolution No. 910 authorizing agreement with Elyria City Health Department; CFHSP Grant. Referred to a Second Reading.

Resolution No. 912 authorizing agreement with Gergely's Maintenance King; Janitorial Services. Mr. Tomaszewski indicated this is an annual renewal. Referred to a Second Reading.

Request from Terrence Tomaszewski, Health Commissioner, to attend the Ohio Child Fatality Review Training, September 24, 2007 in Columbus, Ohio and be reimbursed. *Mr. Fligner made a motion which was seconded by Mr. Killinger to authorize this travel and reimbursement. Roll Call 3 Ayes, 0 Nays; motion carried.*

Request from Terrence Tomaszewski, Health Commissioner, to attend the Fall Conference for Ohio Public Health Officials, September 25-27, 2007 in Columbus, Ohio and be reimbursed. *Mr. Fligner made a motion which was seconded by Mr. Killinger to authorize this travel and reimbursement. Roll Call 3 Ayes, 0 Nays; motion carried.*

Request from Mary Jo Burns, Health Educator, to attend Health Educators Institute, October 24-26, 2007 in Cambridge, Ohio and be reimbursed (grant expenditure). *Mr. Fligner made a motion which was seconded by Mr. Killinger to authorize this travel and reimbursement. Roll Call 3 Ayes, 0 Nays; motion carried.*

Letter from Jack Kurowski, Director of Environmental Health, and request from Joshua Jenkins, Sanitarian-in-Training to attend the Ohio Environmental Health Programs Course, October 1-5, 2007 / November 5-9, 2007 / December 3-7, 2007, in Pickerington, Ohio and be reimbursed. *Mr. Tomaszewski added that this is the same course that SIT Jill Darrow attended last year and also indicated there is money in the budget for this travel. Mr. Killinger made a motion which was seconded by Mr. Love to authorize this travel and reimbursement. Roll Call 3 Ayes, 0 Nays; motion carried.*

Annual Record Audit of the Vital Statistics Program by the Ohio Department of Health. *Mr. Love made a motion which was seconded by Mr. Fligner to accept this report. 3 Ayes, 0 Nays; motion carried.*

Annual Maternity Licensure report submitted by Kathy Loughrie, Director of Nursing. *Mr. Love made a motion which was seconded by Mr. Fligner to accept this report. 3 Ayes, 0 Nays; motion carried.*

Revised Job Description – biennial review. *Mr. Fligner made a motion which was seconded by Mr. Love to approve these Revised Job Descriptions and to authorize Mr. Tomaszewski to forward them to Civil Service for adoption. 3 Ayes, 0 Nays; motion carried.*

Department Seniority Listing – October 2007. *Mr. Killinger made a motion which was seconded by Mr. Love to accept this listing. 3 Ayes, 0 Nays; motion carried.*

INFORMATION

2006-07 Influenza Program Final Report. *Mr. Tomaszewski shared that this is a comprehensive report. Receive and file.*

Independent Accountant's Report and Corrective Action for the Tobacco Prevention Grant. *Receive and file.*

HIV Prevention Grant, quarterly report, period ending June 30, 2007. *Receive and file.*

Help Me Grow Grant; quarterly report and end of year narrative. *Receive and file.*

Public Health Infrastructure Final Grant Report. *Receive and file.*

Swearing in of new employee; Joshua Jenkins, Sanitarian in Training. *Mayor Romoser swore in new employee, Joshua Jenkins.*

CONCERNS FROM PUBLIC

A letter was received from Annzio Enterprises requesting a refund of their Multiple Dwelling Fee. The letter indicated that their housing unit was not inspected thus the reason for the refund request. The Board had much discussion on this. *Mr. Killinger made a motion which was seconded by Mr. Love to send a letter to Annzio Enterprises regarding their concern and explain to them that their Multiple Dwelling Unit will be inspected for this licensing permit year. 3 Ayes, 0 Nays; motion carried.*

Mr. Fligner made a motion which was seconded by Mr. Love to adjourn the meeting. Meeting adjourned at 5:35 pm.

APPROVED: _____
John Romoser – President

ATTEST: _____
Terrence J. Tomaszewski