



Lorain County General Health District Board

Ohio Revised Code Chapter 3709

Duties

The Lorain County General Health District is responsible for preventing disease and promoting health in the following Lorain County areas: Amherst City, Amherst Township, Avon City, Brighton Township, Brownehelm Township, Camden Township, Carlisle Township, Columbia Township, Eaton Township, Kipton Village, Lagrange Township, Lagrange Village, New Russia Township, North Ridgeville City, Oberlin City, Penfield Township, Pittsfield Township, Rochester Township, Rochester Village, Sheffield Township, Sheffield Village, South Amherst Village, Wellington Township and Wellington Village.

The Lorain County General Health District has 6 basic responsibilities:

1. **Inspection** - Health Department sanitarians may enter and inspect food service operations and other public institutions as part of the licensing requirements.
2. **Licensing** - The Department is responsible for issuing licenses for restaurants, vending machines, solid waste disposal sites, campgrounds, marinas, private water systems, manufactured home parks, public pools, spas and beaches.
3. **Immunizations, Tests, and Treatments** - The Department administers immunizations, tests, and treatments to fight against communicable disease.
4. **Regulatory** - The Department must enforce all State of Ohio and local health regulations.
5. **Reporting** - The Department reports the existence of contagious and infectious disease to the State Department of Health.
6. **Vital Statistics** - The Department maintains a record of births and deaths which occur in its district.

3709.02 Board of health of general health district - term - expenses - vacancies - quorum.

A. In each general health district there shall be a board of health consisting of five members to be appointed as provided in section 3709.03 and 3709.41 of the Revised Code. The term of office of the members shall be five years from the date of appointment, except that of those first appointed one shall serve for five years, one for four years, one for three years, one for two years, and one for one year, and thereafter one shall be appointed each year. This paragraph does not apply to a combined board of health created under section 3709.07 of the Revised Code.



B. Each member of the board shall be paid a sum not to exceed eighty dollars a day for the member's attendance at each meeting of the board. No member shall receive compensation for attendance at more than eighteen meetings in any year.

C. Each member of the board shall receive travel expenses at rates established by the director of budget and management pursuant to section 126.31 of the Revised Code to cover the actual and necessary travel expenses incurred for travel to and from meetings that take place outside the county in which the member resides, except that any member may receive travel expenses for registration for any conference that takes place inside the county in which the member resides.

D. A vacancy in the membership of the board shall be filled in the same manner as an original appointment and shall be for the unexpired term. When a vacancy occurs in a position to be filled by the district advisory council, the council shall hold a special meeting pursuant to section 3709.03 of the Revised Code for the purpose of appointing a member to fill the vacancy.

E. A majority of the members of the board constitutes a quorum.

Effective Date: 11-21-2001

3709.03 General health district advisory council.

A. There is hereby created in each general health district a district advisory council. A council shall consist of the president of the board of county commissioners, the chief executive of each municipal corporation not constituting a city health district, and the president of the board of township trustees of each township. The board of county commissioners, the legislative body of a municipal corporation, and the board of township trustees of a township may select an alternate from among themselves to serve if the president, the chief executive, or the president of the board of township trustees is unable to attend any meeting of the district advisory council. When attending a meeting on behalf of a council member, the alternate may vote on any matter on which the member is authorized to vote.

The council shall organize by selecting a chair and secretary from among its members. The council shall adopt bylaws governing its meetings, the transaction of business, and voting procedures.

The council shall meet annually in March at a place determined by the chair and the health commissioner for the purpose of electing the chair and the secretary, making necessary appointments to the board of health, receiving and considering the annual or special reports from the board of health, and making recommendations to the board of health or to the department of health in regard to matters for the betterment of health and



sanitation within the district or for needed legislation. The secretary of the council shall notify the district health commissioner and the director of health of the proceedings of such meeting.

Special meetings of the council shall be held on the order of any of the following:

- (1) The director of health;
- (2) The board of health;
- (3) The lesser of five or a majority of district advisory council members. The district health commissioner shall attend all meetings of the council.

B. The district advisory council shall appoint five members of the board of health, unless the board of health has established a health district licensing council under section 3709.41 of the Revised Code, in which case, the district advisory council shall appoint four members of the board of health, and the health district licensing council shall appoint one member of the board of health. At least one member of the board of health shall be a physician. Appointments shall be made with due regard to equal representation of all parts of the district.

C. If at an annual or special meeting at which a member of the board of health is to be appointed fewer than a majority of the members of the district council are present, the council, by the majority vote of council members present, may organize an executive committee to make the appointment. An executive committee shall consist of five council members, including the president of the board of county commissioners, the council chair, the council secretary, and two additional council members selected by majority affirmative vote of the council members present at the meeting. The additional members selected shall include one representative of municipal corporations in the district that are not city health districts and one representative of townships in the district. If an individual is eligible for more than one position on the executive committee due to holding a particular office, the individual shall fill one position on the committee and the other position shall be filled by a member selected by a majority affirmative vote of the council members present at the meeting. A council member's alternate for annual meetings may serve as the member's alternate at meetings of the executive committee.

Not later than thirty days after an executive committee is organized, the committee shall meet and the council chair shall present to the committee the matter of appointing a member of the board of health. The committee shall appoint the board member by majority affirmative vote. In the case of a combined health district, the executive committee shall appoint only members of the board of health that are to be appointed by the district advisory council, unless the contract for administration of health affairs in the combined district provides otherwise. If a majority affirmative vote is not reached within thirty days after the executive committee is organized, the director of health shall appoint



the member of the board of health under the authority conferred by section 3709.03 of the Revised Code.

If the council fails to meet or appoint a member of the board of health as required by this section or section 3709.02 of the Revised Code, the director of health may appoint the member.

Amended by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

Amended by 129th General Assembly File No.127, HB 487, §101.01, eff. 9/10/2012.

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