



**Meeting Minutes:**

**Date and Time of Meeting:** December 17, 2014 - 5:00pm

**Type of Meeting:** Regular Meeting of the Marion Public Health Board

**Meeting Called to Order:**

Angie Yazel called the meeting of the Board of Health of Marion Public Health to order at 5:00 pm on Wednesday, December 17, 2014.

**Roll Call- Members Present:** Scott Ballenger; Tara Dyer; Rob Lill; Butch Smith; Laurie Wise; Angie Yazel

**Members Absent:** Excused: Dr. Patel

**Others Present:**

MPH Staff and Others- Thomas Quade, Health Commissioner; Traci Kinsler, Administrator/Fiscal Director; Gwen Janeczek, Nursing Director; Katrina Harwood, WIC Director; Tyler Pigman, Environmental Health Director; Lisa Cook, Executive Administrative Assistant; Butch Winslow, DAC Chairperson

Public- None

**Adoption of the Agenda:**

**Motion: To adopt the agenda of the December 17, 2014 Marion Board of Health meeting as presented.**

**Motion Made By:** Scott Ballenger

**Motion 2nd By:** Butch Smith

**Approved By Voice Vote**

**Minutes:**

**Motion: To approve the minutes of the November 20, 2014 Marion Board of Health meeting.**

**Motion Made By:** Butch Smith

**Motion 2nd By:** Rob Lill

**Approved By Voice Vote**

**Forum for Public Comment:**

None



**Financial Report/Administrative Report:**

All expenditures and revenues have been reconciled with the County Auditor's Reports for the month of November. At the January meeting Traci will provide a financial summary of FY 2014.

Traci Kinsler presented the bills and financial transactions for board consideration.

Contract(s) requiring board approval was included in the Board of Health packet.

The board was informed of the resignation of Nursing Director, Gwen Janeczek, to be effective December 27, 2014.

Vital Statistics- Births in Marion: 61; Birth Certificates issued: 203; Deaths in Marion: 44; Death Certificates Issued: 153; Burial Permits: 39

**WIC:**

Katrina Harwood presented the WIC report to include the November caseload was 2,011.

Katrina also provided the following WIC Program updates: WIC was 1 of 12 counties that received an ODH Certificate of Appreciation for participation in a prenatal smoking cessation program; now using a non-invasive hemoglobin testing process; switching to an EBT WIC Nutrition Card in July; submitted a Project 197 grant application for creating edible landscaping in the green space in front of the vacant building next door. This project will be an example to others of how small amounts of green space can be utilized to develop to edible landscape.

Katrina is requesting board consideration of a contract with Lind Media to use grant dollars to provide for 4 billboards for the promotion of lead poisoning prevention activities.

**Environmental Report**

Tyler Pigman provided the following program updates:

Solid Waste: Received results from August Ohio EPA survey with substantial compliance and no action plan required

Sewage: Contractor Test on 12/4/2014 with 7 HSTS Contractors registered and all 7 passed. We will offer another testing opportunity on 12/30/2014.

Year End Plumbing Contract Review Cost: Jan 1 to mid May our Part-time Plumbing Inspector expenses were \$8,731.36 with the Mid May to October 1<sup>st</sup> being \$2,556.38.

Final Reading of Proposed Fee Structure: Tyler provided an overview of the Public Hearing for the Proposed 2015 EH Fee Schedule. Sewage fees have not changed, however the structure of the fees has changed and unnecessary fees have been removed.

Requesting Resolution for Household Sewage Treatment System Board of Health Requirements: Tyler provided an overview of the regulations and explained the beginning strategies to implement of new rules.



Requesting Resolution for renewal of the DKMM Solid Waste Contract

Tara Dyer questioned Tyler about the procedure in filing a complaint on abandoned houses. Tyler informed Tara that the health department works with City Zoning to get abandon houses secured and/or boarded up. Vacant property is a City Zoning issue while the health department handles tall grass and solid waste issues.

**Population Health Report:**

Gwen provided an update of the Personal Health activities with a Communicable Disease Update and the Tri-County ODH IAP Grant Site Visit. We are anticipating the IAP Notice of Award at any time.

We are now accepting referrals for the Cribs for Kids program. This is an income eligible grant program that provides the parent with safe sleep education and tools for providing a safe sleep environment for their infant.

**Medical Director's Report:**

Dr. Janchar was present. Dr. Janchar echoed Gwen's comments on the increase of flu activity in our community.

**Health Commissioner's Report:**

Nursing Director's resignation: Effective, December 28th, we will implement a temporary work assignment to assure the responsibilities are met. The current intent is to post for a permanent assignment/employment in 6 months.

Follow up on APHA activities: Mr. Quade was not elected President of the APHA at the November National Conference.

Mr. Quade will be attending the American Journal of Public Health meeting in DC January 11th-13th.

Accreditation progress: Received a Workforce development grant in the amount of \$5,307; Working with ODH; Mock site reviewer & Invited for stakeholder forum; and Chairing site visit for PHAB in Maryland January 14th-16th.

Contract Progress: Mr. Quade discussed the public health operations contract between the City of Marion, the District Advisory Committee and Marion Public Health. This contract provided the opportunity to separate out the services offered exclusively to the City by establishing a separate contract for code enforcement.

Mr. Quade shared a letter from the Mr. Rick Hodges, Director of Health, Ohio Department of Health recognizing our progress as we move into our 5th year as a merged health district.

**President's Comments:**

Angie Yazel welcomed Laurie Wise to the board of health.

**Action Items:**

**Resolution: 2014-068**

**Be it resolved that the District Board of Health approves the financial transactions and payments of bills as presented.**



**Resolution moved by:** Scott Ballenger

**Seconded by:** Butch Smith

**For:** Scott Ballenger; Tara Dyer; Rob Lill; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2014-069**

**Be it resolved that the Board of Health does hereby present the third and final reading of the 2015 Proposed Environmental Health Fees and adopts said fees.**

**Resolution moved by:** Tara Dyer

**Seconded by:** Scott Ballenger

**For:** Scott Ballenger; Tara Dyer; Butch Smith; Laurie Wise; Angie Yazel

**Abstentions:** Rob Lill

**Disposition:** Carried

**Resolution: 2014-070**

**Be it resolved that the Board of Health does hereby adopt the proposed sewage rule changes as presented.**

**Resolution moved by:** Butch Smith

**Seconded by:** Rob Lill

**For:** Scott Ballenger; Tara Dyer; Rob Lill; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2014-071**

**Be it resolved that the Board of Health hereby approves a contract between Marion Public Health and Lind Media Company for billboard promotion of lead poisoning prevention activities as described and paid for through an ODH lead poisoning prevention grant and hereby authorizes the Health Commissioner to sign said contract.**

**Resolution moved by:** Scott Ballenger

**Seconded by:** Rob Lill

**For:** Scott Ballenger; Tara Dyer; Rob Lill; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2014- 072**

**Be it resolved that the Board of Health hereby approves the public health operations contract between the City of Marion, the District Advisory Committee and Marion Public Health and authorizes the Health Commissioner and the Board of Health President to sign said contract.**

**Resolution moved by:** Tara Dyer

**Seconded by:** Butch Smith

**For:** Scott Ballenger; Tara Dyer; Rob Lill; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None



**Abstentions:** None  
**Disposition:** Carried

**Resolution: 2014-073**

**Be it resolved that the Board of Health hereby approves the proposed contract between the City of Marion and Marion Public Health whereby the City of Marion will pay Marion Public Health up to \$62,000.00 to provide services to support the enforcement of City of Marion ordinances regarding the health of the people of Marion and authorizes the Health Commissioner to sign said contract.**

**Resolution moved by:** Scott Ballenger

**Seconded by:** Butch Smith

**For:** Scott Ballenger; Tara Dyer; Rob Lill; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2014-074**

**Be it resolved that the Board of Health hereby approves the proposed contract between the DKMM and Marion Public Health whereby the solid waste district will pay Marion Public Health \$42,979.00 for solid waste program services.**

**Resolution moved by:** Tara Dyer

**Seconded by:** Butch Smith

**For:** Scott Ballenger; Tara Dyer; Rob Lill; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Adjournment:**

Having no further business, the meeting was adjourned.

Minutes respectfully prepared by Lisa Cook, Executive Administrative Assistant,  
and submitted by Thomas Quade, Health Commissioner

**NEXT MEETING OF THE MARION PUBLIC HEALTH BOARD:**

**January 22, 2015 5:00pm in Conference Room 128 of Marion Public Health  
located at 181 S. Main Street; Marion, OH 43302**