



**Meeting Minutes:**

**Date and Time of Meeting:** June 18, 2015 - 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 Thursday, June 18, 2015.

**Roll Call- Members Present:** Scott Ballenger; Rob Lill; Dr. Patel; Butch Smith; Laurie Wise; Angie Yazel

**Members Absent:** Tara Dyer (excused)

**Others Present:**

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

**Adoption of the Agenda:**

**Motion: To adopt the agenda of the June 18, 2015 Marion Board of Health meeting.**

**Motion Made By:** Scott Ballenger

**Motion 2nd By:** Rob Lill

**Approved By Voice Vote**

**Minutes:**

**Motion: To approve the minutes of the May 16, 2015 Marion Board of Health meeting.**

**Motion Made By:** Butch Smith

**Motion 2nd By:** Dr. Patel

**Approved By Voice**

**Forum for Public Comment:**

No one present.

**Financial Report/Administrative Report:**

All expenditures and revenues have been reconciled with the County Auditor's Reports for the month of May.

Mackay has completed the installation of the new voice mail system and the Limbach has installed the VAV boxes on the 2<sup>nd</sup> floor.



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Vital Statistics update: Births in Marion: 75; Birth Certificates issued: 303; Deaths in Marion: 51; Death Certificates Issued: 221; Burial Permits: 32

Financial reports and expenses were available for board review and any questions.

At the July BOH meeting Traci will present a comprehensive report for the first 6 months expenses and revenue of 2015 with a comparison to 2014.

Dr. Patel questioned the quality of the level of service and results we are getting from our billing provider. He would like to see a monthly comparison of what revenue we expected in our billing compared to what we actually received.

**WIC:**

In May WIC conducted a participant satisfaction survey with appointment availability between 11:30-1:00 being one area of potential improvement. Starting in October, WIC will experiment with expanding appointment hours during this time starting out with one day per week.

Marion Public Health hosted a State-wide Research in Local Public Health Training with speakers from Ohio State and Ohio Department of Health. The goal of the training was to provide the knowledge and skills to needed conduct some basic department research to improve services and programs.

**Public Health Nursing Report:**

Kristy Lee presented the Nursing report to include an update on the BCMH Program and the Walk-in Immunization Clinic.

Signage has been ordered to raise the awareness of the Walk-in Immunization Clinic Services.

Kristy presented the Communicable Disease Report compiled by Mary Salimbene Merriman.

Kristy assured the board that the Nursing Division will be focusing on ways to increase the walk-in numbers.

**Population Health Report:**

Abbey Trimble provided an update on the grant activities to include that Carlie Rees joined the staff as our Emergency Preparedness Coordinator June 8<sup>th</sup>. Two Creating Health Communities Grant Program contracts are being presented for board consideration.

Abbey encouraged the board members to visit the Tallgrass Trail.

The Baby and Me Tobacco Program had 60 referrals with 6 Moms starting the programs and 4 Moms completing the program.

We have distributed 16 cribs under the Cribs for Kids Program with 10 more appointments scheduled. Our Cribs for Kids Program is now partnering with Help Me Grow Program to make available 100 pack-n-plays to that program to distribute to those in need of a safe sleep environment.



Abbey updated the board on the Lead Poisoning Prevention grant, the Tobacco grant application, Healthier US School Challenge grant.

### **Environmental Report**

Tyler Pigman provided program updates to include:

Schools inspections were completed in April & May with 24 Schools inspected. The results were 276 violations with an average of 11.5 violations per school. The top violation occurs in Elementary Schools with "Chemical Accessibility".

Campgrounds inspections were completed in May with 15 violations compared to May of 2014 with 4 violations. The most common violations are site signage and gray water/dump station signage.

The Summer Programs in effect are the Solid Waste, Grass/Weeds, Sewage, Pools, Food, Private Water and Animal Bites. Our Seasonal Code Enforcement officer for Grass and Weed program stated Monday.

The Emerson Avenue property has been referred to the County Prosecutor's Office.

### **Medical Director's Report:**

Dr. Janchar was present and expressed concerns with the number of Hepatitis C cases. This created an open discussion about a needle exchange program.

### **Health Commissioner's Report:**

Thomas Quade provided the following updates:

2015 Community Health Assessment is on target to go to print next week. The following are the 5 priorities identified through the assessment:

- Obesity
- Tobacco Use
- Substance Abuse
- Maternal and Child Health
- Safe and Healthy Housing

2015-2019 Operational Strategic Plan

- Strategic Objectives to date: 100%

Accreditation Update

- Anticipating hitting target of 10% of documents collected by June 30, 2015.

Tom also presented a revised Organizational Chart and breakdown of divisional functions.

### **President's Comments:**

No additional comments at this time.



**Action Items:**

**Resolution: 2015-035**

**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; Rob Lill; Dr. Patel; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2015-036**

**Be it resolved that the Board of Health does hereby approve the reimbursable travel expenses as presented.**

**Resolution moved by:** Laurie Wise

**Seconded by:** Dr. Patel

**For:** Scott Ballenger; Rob Lill; Dr. Patel; Butch Smith; Laurie Wise; Angie Yazel

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2015-037**

**Be it resolved that the Board of Health does hereby approve a contract with Marion County Park District for \$3,000 to support construction of observation deck and \$6000 to support construction of park bench shelters at the Marion Tallgrass Trail**

**Resolution moved by:** Laurie Wise

**Seconded by:** Rob Lill

**For:** Scott Ballenger; Rob Lill; Dr. Patel; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2015-038**

**Be it resolved that the Board of Health does hereby approve a contract with City of Marion for \$18,000 to support construction of one new multi-use path at Sawyer Ludwig Park.**

**Resolution moved by:** Dr. Patel

**Seconded by:** Rob Lill

**For:** Scott Ballenger; Rob Lill; Dr. Patel; Butch Smith; Laurie Wise; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried



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**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:**

**July 16, 2015 5:00pm in Conference Room 128 of Marion Public Health  
located at 181 S. Main Street; Marion, OH 43302**