



Meeting Minutes:

Date and Time of Meeting: September 17, 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, September 17, 2015.

Roll Call- Members Present: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Members Absent:

Butch Smith

Others Present:

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

Adoption of the Agenda:

Motion: To adopt the agenda of the September 17, 2015 Marion Board of Health meeting as amended to include the 1st reading of the Proposed 2016 Environmental Health Fee Schedule and the addition of an Executive Session.

Motion Made By: Dr. Patel

Motion 2nd By: Scott Ballenger

Approved By Voice Vote

Minutes:

Motion: To approve the minutes of the August 20, 2015 Marion Board of Health meeting.

Motion Made By: Laurie Wise

Motion 2nd By: Tara Dyer

Approved By Voice

Forum for Public Comment:

Mike & Rhea Phillians were present to discuss the Septic System Permit process they started in 2014. With the 2015 State mandated changes in septic system installation, the requirements/rules and fees have increased since the original application. Larry Smith bought the permit in September as an agent of the registered installer. He was present to request the return of the original permit fee. The contractor bid out the installation before an approved system design was submitted. It was recommended that the Phillians sit



down with Sandy Bridenstine to see what can be worked out to allow them to proceed with the system installation.

Ila and R. Dwayne Moodspaugh were in attendance as guests.

Mr. Quade opened the floor for the introduction of Ryan Allarding and Brandon Atwood as our Sanitarians-In-Training.

Financial Report/Administrative Report:

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

Vital Statistics update: Births in Marion: 79; Birth Certificates issued: 385; Deaths in Marion: 43; Death Certificates Issued: 157; Burial Permits: 34

Financial reports, revenue, and expenses were available for board review and questions. The immunization tracking report was also available.

The 2014 Audit Report is complete and closed out with no findings. Copies of the audit were made available at the meeting. We now quality for an every 2 year audit cycle.

WIC:

Katrina Harwood presented the WIC report to include highlights on the FY 16 grant action plans on Nutrition Education, Breastfeeding, and Outreach.

WIC has posted for a 10 hour per week part-time Breastfeeding Peer Helper.

The WIC Notice of Award for FY 2016 is \$415,180.55.

Public Health Nursing Report:

Kristy Lee presented the Nursing report to include updates on the Immunization Clinic and the Immunization Action Plan (IAP) Grant.

The Nursing Division is working with the schools to get immunizations to the kids facing exemption from school.

The EPI Report/Communicable Disease Handout was made available.

Environmental Report

Tyler Pigman provided program updates to include:



Grass and Weed Complaints

- Total Complaints - 135
- Inspections -135

- Assigned to Mower - 128
- Mowed by Contractor – 114
- Mowed by owner – 31

Standard Operating Procedures: 56% completed by 9/1/15 (target 50%)

EPA Solid Waste Survey

Tyler provided an update on moving day into the OSUM affiliated apartments. A big shout out was give to Dwight Brill, the Delaware County Health Department Plumbing Inspector and our contracted inspector for assisting OSUM and MPH in resolving plumbing issues to enable the students to get settled into the apartments.

Based on a call from Children Services we had one emergency housing condemnation at 259 N. Prospect Street.

Tyler reviewed the State mandated cost methodology process and reviewed the results program by program. Tyler then requested the 1st reading of the Proposed 2016 Environmental Health Program Fees. Tyler also presented the timeline for adoption of the fee schedule.

Population Health Report:

Abbey Trimble presented the Population Health Report.

CHC-Travel Request for Erin Creeden to attend a grant recommended training. The CHC FY 16 Grant application has been submitted.

PHEP-Exercise planning is the key focus.

CFHS-Provided Baby and Me State-wide stats.

HUSSC- working with 3 local schools to increase healthy food access.

Tobacco Grant has been resubmitted.

Medical Director's Report:

Dr. Janchar was present.

Health Commissioner's Report:

Thomas Quade provided the following updates:

CHIP process update

Operational Strategic Plan status report



External

- Black Heritage Council
- Radio interview 9/8/15
- United Way Campaign Vice Chair

Internal

- Staff and Family Picnic: October 11

Special Projects

- Needle Exchange Update
 - Additional workgroup members
 - Conference call scheduled for September 21
 - Community conversation tentatively scheduled for November 17
 -

Ohio Revised Code changes regarding District Licensing Council (3709.41): States that the County “may” have a District Licensing Council. Mr. Quade discussed options and implications to amending the existing contract.

President’s Comments:

No additional comments at this time.

Butch Winslow asked Tyler to investigate a soil and water ponding issue in the LaRue area.

Action Items:

Resolution: 2015-047

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: Dr. Patel

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015-048

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

Resolution moved by: Dr. Patel

Seconded by: Rob Lill

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Abstentions: None

Disposition: Carried



Resolution: 2015-049

Be it resolved that the District Board of Health does hereby present the first reading of the 2016 Proposed Environmental Health Fees.

Resolution moved by: Laurie Wise

Seconded by: Tara Dyer

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Abstentions: None

Disposition: Carried

Resolution: 2015- 050

The Board of Health will enter into Executive Session with the Senior Leadership Team to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. At the conclusion of the Executive Session, the Board of Health may return to an open session to take further action as needed.

Resolution moved by: Dr. Patel

Seconded by: Scott Ballenger

Roll Call For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried

Motion to return from Executive Session.

Roll Call For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; 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:

**October 15, 2015 5:00pm in Conference Room 128 of Marion Public Health
located at 181 S. Main Street; Marion, OH 43302**