Meeting Minutes:

Date and Time of Meeting: January 17, 2013 - 5:00pm

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

Members Present: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel

Members Absent: None

Others Present: Sandy Bridenstine; Traci Kinsler; Dr. Winegarner; Tyler Pigman; Butch Winslow

Meeting Called to Order:

Angie Yazel called the meeting to order at 5:00pm.

Adoption of the Agenda:

Motion: To adopt the agenda as amended to include an Executive Session.

Motion Made By: Carol Columber
Motion 2nd By: Dr. Patel
For: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Against: None
Motion Carried

Minutes:

Motion: To accept the written minutes from December 20, 2012 with one correction – to add the words “per hour” in Resolution No. 2013-088

Motion Made By: Brenda Wagner
Motion 2nd By: Scott Ballenger
For: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Against: None
Motion Carried

Open Forum:

Ray Palmer, Robert Haviland, Dave Roush, and Dan Ginero were present to discuss the Plumbing Inspection Program. They were not in support of Marion Public Health contracting for inspections with someone outside of Marion County as it would have a negative impact on the completion of their work and create a burden on their business.

Harry Burdick was present to make a proposal to Marion Public Health to house the Marion County EMA offices. The need would be for 2 offices with full access to the building 24/7. The EMA Board would provide phone and fax lines, internet lines, and any equipment needed for the EMA offices and pay up to $6,000.00 dollars for rent and offset the cost of the building materials for the 2 new Administration offices on the 2nd floor.
Minutes From the Regular Meeting of the
Marion Public Health Board
Thursday, January 17, 2013 5:00pm
Conference Room of Marion Public Health

New Business:

Variance Requests: None

Prosecution Requests: None

Old Business:

Sandy Bridenstine provided an update on current prosecution cases: hearings have been set for the Eugene Stanfield and Greg Glasgow cases for February 27th at 1:30 and rescheduled for January 29th at 1:30 for Lester McMurray.

Environmental Report

The board reviewed the report submitted by Sandy Bridenstine.

Financial Report/Administrative Report:

The Board reviewed the financial reports and the financial transactions listed in Traci’s report.

All expenditures and revenues have been reconciled with the County Auditors Reports for the month of December.

FINANCIAL MATTERS:

Requesting approval for the following financial transactions:

✓ advance to in order to meet grant expenses:

<table>
<thead>
<tr>
<th>Advance From:</th>
<th>Advance To:</th>
<th>Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>90133323 Advance Out</td>
<td>92413323 Advance In</td>
<td>$10,000.00</td>
</tr>
</tbody>
</table>

✓ advance to in order to pay back previous advances from August 2012 (Resolution No. 2012-0441 $15,000.00 and 2012-0452 for $35,000.00):

<table>
<thead>
<tr>
<th>Advance From:</th>
<th>Advance To:</th>
<th>Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>92023323 Advance Out</td>
<td>90133323 Advance In</td>
<td>$50,000.00</td>
</tr>
</tbody>
</table>

✓ budget adjustment(s) in the following fund 9202 WIC Fund:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>AMOUNT:</th>
</tr>
</thead>
<tbody>
<tr>
<td>92023302 Salaries</td>
<td>92023326 Transfers Out</td>
<td>$11,006.83</td>
</tr>
</tbody>
</table>

✓ transfer from the 9202 WIC Fund to the WIC Contingency Fund:

<table>
<thead>
<tr>
<th>Transfer From:</th>
<th>Transfer To:</th>
<th>Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>92023326 Transfers Out</td>
<td>90333326 Transfer In</td>
<td>$11,006.83</td>
</tr>
</tbody>
</table>

✓ budget adjustment(s) in the following fund 9013 District Board of Health Fund:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>AMOUNT:</th>
</tr>
</thead>
<tbody>
<tr>
<td>90133326 Transfers Out</td>
<td>90133315 Contract Services</td>
<td>$175,000.00</td>
</tr>
</tbody>
</table>
✓ appropriation of the certified unappropriated carryover funds in the 9243 Public Health Infrastructure Fund in the amount of $19,989.95 and appropriated as follows:

TO:  
92433315 Contract Services  
AMOUNT: $19,989.95

✓ appropriation of the certified unappropriated carryover funds in the 9213 Creating Healthy Communities Fund in the amount of $12,094.35 and appropriated as follows:

TO:  
92133302 Salaries  
AMOUNT: $ 9,461.02
92133304 PERS  
AMOUNT: $ 1,566.58
92133305 SS/Medicare  
AMOUNT: $ 162.25
92133311 Supplies  
AMOUNT: $ 904.50

✓ appropriation of the certified unappropriated carryover funds in the 9152 Sewage Fund in the amount of $19,850.00 and appropriated as follows:

TO:  
91523337 ARRA HSTS Improvement Assistance Fund  
AMOUNT: $19,850.00

✓ budget adjustment(s) in the following fund 9152 Sewage Fund:

FROM:  
91523316 Travel  
TO:  
91523315 Contract Services  
AMOUNT: $100.00

✓ budget adjustment(s) in the following fund 9017 Public Health Nursing Fund:

FROM:  
90173318 Other Expenses  
TO:  
90173315 Contract Services  
AMOUNT: $200.00

✓ following advance to in order to pay back a previous advance from September 2012 (Resolution No. 2012-0530 for $35,000.00):

Advance From:  
920233323 Advance Out  
Advance To:  
90133323 Advance In  
Amount: $35,000.00

✓ line item correction(s) for salary related expenses charged to the wrong salary related line items due to insufficient fund balance for the pay period ending 12/15/2012 (S. Bridenstine: 9016 and R. Smith: 9243):

Paid From Incorrect Fund:  
Correct Fund To Be Charged:

90133302 Salaries  
$ 439.50  
90163302 Salaries
90133304 PERS  
$ 61.53  
90163304 PERS
90133305 SS/Medicare  
$ 6.37  
90163305 SS/Medicare
90133302 Salaries  
$1,289.00  
92433302 Salaries
90133304 PERS  
$180.46  
92433304 PERS
90133305 SS/Medicare  
$ 18.69  
92433305 SS/Medicare

✓ budget adjustment(s) in the following fund 9213 CHC Fund:

FROM:  
92133308 Insurance  
TO:  
92133316 Travel  
AMOUNT: $200.00

✓ budget adjustment(s) in the following fund 9013 District Board of Health Fund:

FROM:  
90133302 Salaries  
TO:  
90133303 Retirement  
AMOUNT: $1,510.43
appropriation of the certified unappropriated carryover funds in the 9078 CFHS Fund in the amount of $26,000.00 and appropriated as follows Please note this is a 100% grant funded program):

TO: AMOUNT:
90783302 Salaries $10,000.00
90783304 PERS $ 1,400.00
92133305 SS/Medicare $ 145.00
92133308 Insurance $14,455.00

RESOLUTION NO: 2013-001: BE IT RESOLVED that the District Board of Health does hereby approve payment of the bills and the financial transaction as presented.

Motion Made By: Butch Smith
Motion 2nd By: Scott Ballenger
Roll Call For: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Roll Call Against: None
Motion Carried

OTHER MATTERS:

RESOLUTION NO: 2013-002: BE IT RESOLVED that the District Board of Health does hereby authorize Dr. Frederick Winegarner, Health Commissioner to sign all loan contract documents for the refinancing of the interim $517,300.00 loan to a 20 year term loan.

Motion Made By: Butch Smith
Motion 2nd By: Carol Columber
For: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Against: None
Motion Carried

RESOLUTION NO: 2013-003: BE IT RESOLVED that the District Board of Health does hereby approve creating a part time Facility Coordinator position and job description at no more than 10 hours per week.

Motion Made By: Scott Ballenger
Motion 2nd By: Butch Smith
For: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Against: None
Motion Carried

PERSONNEL MATTERS:

Out of District Travel & Meeting Requests:
   Environmental: None
   Nursing: None
   WIC: None
   Public Health Infrastructure and Medical Reserve Corps: None
   Health Commissioner: None
   Administration/Fiscal: None
Public Health Nursing Report:

The Board reviewed the nursing report submitted by Gwen Janeczek.

WIC:

The Board reviewed the report provided by Jane Manley.

Health Commissioner’s Report:

Motion: BE IT RESOLVED that the District Board of Health does hereby approve Executive Session to consider appointment, employment, discipline of a public employee.

Motion Made By: Carol Columber
Motion 2nd By: Brenda Wagner
Roll Call For: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Roll Call Against: None
Abstain: None
Motion Carried

Motion: BE IT RESOLVED that the District Board of Health does hereby approve coming out of Executive Session.

Motion Made By: Dr. Patel
Motion 2nd By: Butch Smith
Roll Call For: Scott Ballenger; Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Roll Call Against: None
Abstain: None
Motion Carried

RESOLUTION NO: 2013-004: BE IT RESOLVED that the District Board of Health does hereby approve the 2013 salary increases for Marion Public Health employees as appropriated in the 2013 Budget.

Motion Made By: Brenda Wagner
Motion 2nd By: Carol Columber
Roll Call For: Carol Columber; Rob Lill; Dr. Patel; Butch Smith; Brenda Wagner; Angie Yazel
Roll Call Against: None
Abstain: None
Motion Carried

Adjournment:

With no additional business to come before the Board:

Motion to adjourn.
Motion Made By: Brenda Wagner
Motion 2nd By: Butch Smith
All In Favor
Motion Carried

Minutes respectfully prepared by Lisa Cook, Executive Administrative Assistant, and submitted by Traci Kinsler, Administrator

NEXT MEETING OF THE MARION PUBLIC HEALTH BOARD:

Regular Meeting: Thursday, February 21, 2013
At 5:00pm in the Conference Room of 181 S. Main Street