

Minutes From the Regular Meeting of the  
Marion Public Health Board  
Thursday, March 21, 2013 5:00pm  
Conference Room of Marion Public Health

**Meeting Minutes:**

**Date and Time of Meeting:** March 21, 2013 - 5:00pm

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

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

**Members Absent:** Butch Smith

**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. It was noted that Rob Lill would be arriving after roll call.

**Adoption of the Agenda:**

**Motion: To adopt the agenda.**

**Motion Made By:** Brenda Wagner

**Motion 2nd By:** Scott Ballenger

**For:** Scott Ballenger; Carol Columber; Dr. Patel; Brenda Wagner; Angie Yazel

**Against:** None

**Motion Carried**

**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:** Brenda Wagner

**Motion 2nd By:** Carol Columber

**Roll Call For:** Scott Ballenger; Carol Columber; Dr. Patel; 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 to come out of Executive Session.**

**Motion Made By:** Carol Columber

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

**Roll Call For:** Scott Ballenger; Carol Columber; Dr. Patel; Brenda Wagner; Angie Yazel

**Roll Call Against:** None

**Abstain:** None

**Motion Carried**

Gwen Janeczek presented the 2013 Immunization Fee Schedule for board consideration. Marion Public Health will be credentialed with most local private carriers as well as all Medicaid providers. Gwen explained that Well Baby/Child Clinic will cease the immunization program at the end of May so we anticipate an increase in our immunization numbers.

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**Motion: RESOLUTION NO: 2013-017: BE IT RESOLVED that the District Board of Health does hereby approve the 2013 Immunization Fee Schedule effective April 1, 2013 as presented and approve any adjustments with the Medicaid as per the contract guidelines.**

**Motion Made By:** Scott Ballenger

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

**For:** Scott Ballenger; Carol Columber; Dr. Patel; Brenda Wagner; Angie Yazel

**Against:** None

**Motion Carried**

**Open Forum:**

Mayor Scott Schertzer discussed the provisions of the health department merger contract regarding how the carryover shall apply to reduce each entity's proportionate share of intergovernmental revenue. The City of Marion has requested any reduction would be applied to the 2014 assessment.

Lester McMurray and Attorney Ted Coulter were present to discuss the status of the clean-up at Mr. McMurray property at 1983 Harding Hwy. W. in Marion Township. Mr. McMurray has until April 1<sup>st</sup> to comply with the court ordered clean-up.

Dr. Patel was excused from the meeting due to a prior commitment.

**New Business:**

**Variance Requests:** None

**Prosecution Requests:** Mel Shifflet- 480 S. Broadway Street

**Motion: RESOLUTION NO: 2013- 018: BE IT RESOLVED that the District Board of Health does hereby approve forwarding Mel Shifflet- 480 S. Broadway Street for prosecution for failing to comply with orders to remove garbage from the property.**

**Motion Made By:** Carol Columber

**Motion 2nd By:** Scott Ballenger

**For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Against:** None

**Motion Carried**

**Old Business:**

Sandy Bridenstine provided an update on current prosecution cases.

**Environmental Report**

The board reviewed the report submitted by Sandy Bridenstine. Sandy requested the following action(s):

**Motion: RESOLUTION NO: 2013- 019: BE IT RESOLVED that the District Board of Health does hereby approve a \$100.00 combined lateral line connection inspection and septic tank abandonment permit fee per property for 166 Waldo residents tying into the new Waldo Public**

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**Sewer System on the condition that the tank is pumped out by a registered sewage hauler and the tank is collapsed prior to inspection.**

**Motion Made By:** Scott Ballenger

**Motion 2nd By:** Rob Lill

**For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Against:** None

**Motion Carried**

Regarding the Waldo inspections, the board requested that Sandy appoint Jennifer Trent as the central point for scheduling these inspections in blocks of time with a set minimum number of inspections to be done per day.

**Minutes:**

**Motion: To accept the written minutes from February 21, 2013**

**Motion Made By:** Brenda Wagner

**Motion 2nd By:** Rob Lill

**For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Against:** None

**Motion Carried**

**2013 Board of Health Reorganization:**

**Motion: RESOLUTION NO: 2013-0020: BE IT RESOLVED that the District Board of Health does hereby elect Angie Yazel as the 2013 President of the Marion Public Health Board.**

**Motion Made By:** Brenda Wagner

**Motion 2nd By:** Rob Lill

**For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner

**Against:** Angie Yazel

**Motion Carried**

**Motion: RESOLUTION NO: 2013-021: BE IT RESOLVED that the District Board of Health does hereby elect Rob Lill as the 2013 Vice-President of the Marion Public Health Board.**

**Motion Made By:** Scott Ballenger

**Motion 2nd By:** Brenda Wagner

**For:** Scott Ballenger; Carol Columber; Brenda Wagner; Angie Yazel

**Against:** Rob Lill

**Motion Carried**

**Motion: RESOLUTION NO: 2013- 022: BE IT RESOLVED that the District Board of Health does hereby set the date and time for board meetings as the 3<sup>rd</sup> Thursday of each month at 5:00 pm in the conference room of Marion Public Health located at 181 S. Main Street.**

**Motion Made By:** Scott Ballenger

**Motion 2nd By:** Carol Columber

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**For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Against:** None

**Motion Carried**

**Motion: RESOLUTION NO: 2013-023: BE IT RESOLVED that the District Board of Health does hereby approve the 2014 Marion Public Health Budget as presented.**

**Motion Made By:** Brenda Wagner

**Motion 2nd By:** Carol Columber

**Roll Call For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Roll Call Against:** None

**Motion Carried**

**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 February.

Traci presented the following for board consideration:

**FINANCIAL MATTERS:**

**Requesting approval for the following financial transactions:**

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

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
90133302 Salaries	90133313 Equipment	\$75,000.00
  
- ✓ **advance to in order to pay back previous advances from March 2012 (Resolution No. 2012-0167 totaling \$10,000.00 in the 9241 IAP):**

<u>Advance From:</u>	<u>Advance To:</u>	<u>Amount:</u>
924133323 Advance Out	90133323 Advance In	\$10,000.00
  
- ✓ **budget adjustment(s) in the following fund 9213 Creating Healthy Communities Fund:**

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92133308 Insurance	92133311 Supplies	\$1,000.00

**RESOLUTION NO: 2013- 024: 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:** Rob Lill

**Motion 2nd By:** Scott Ballenger

**Roll Call For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Roll Call Against:** None

**Motion Carried**

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Traci informed the board that Lesya Galay, Sanitarian, has resigned effective 4:30 pm Friday March 29, 2013.

**Motion: RESOLUTION NO: 2013-025: BE IT RESOLVED that the District Board of Health does hereby accept the resignation of Lesya Galay, Sanitarian, effective at 4:30 pm Friday, March 29, 2013.**

**Motion Made By:** Scott Ballenger

**Motion 2nd By:** Carol Columber

**For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Against:** None

**Motion Carried**

**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:**

Dr. Winegarner mentioned that according to a recent CDC report, gonorrhea is becoming resistant to antibiotic treatment.

**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:** Scott Ballenger

**Motion 2nd By:** Rob Lill

**Roll Call For:** Scott Ballenger; Carol Columber; Rob Lill; 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 to come out of Executive Session.**

**Motion Made By:** Scott Ballenger

**Motion 2nd By:** Carol Columber

**Roll Call For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel

**Roll Call Against:** None

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**Abstain:** None  
**Motion Carried**

**Motion: RESOLUTION NO: 2013-026: BE IT RESOLVED that the District Board of Health does hereby approve an In Memoriam of Dr. Kathy Dixon plaque to be displayed in the health department at a cost of \$293.33.**

**Motion Made By:** Brenda Wagner  
**Motion 2nd By:** Scott Ballenger  
**For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel  
**Against:** None  
**Motion Carried**

Requesting consideration/approval to create a Public Health Outreach Coordinator position, job description, and pay scale. The position will be mainly supported through grant and program funding with a portion to come from the District Board of Health fund.

**Motion: RESOLUTION NO: 2013-027: BE IT RESOLVED that the District Board of Health does hereby approve creation of a Public Health Outreach Coordinator position, job description, and pay scale as primarily a grant funded and program funded position.**

**Motion Made By:** Carol Columber  
**Motion 2nd By:** Rob Lill  
**Roll Call For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel  
**Roll Call Against:** None  
**Motion Carried**

**Motion: RESOLUTION NO: 2013-028: BE IT RESOLVED that the District Board of Health does hereby approve creation of a Code Enforcement Officer position, job description, and pay scale.**

**Motion Made By:** Brenda Wagner  
**Motion 2nd By:** Rob Lill  
**Roll Call For:** Scott Ballenger; Carol Columber; Rob Lill; Brenda Wagner; Angie Yazel  
**Roll Call Against:** None  
**Motion Carried**

**Adjournment:**

With no additional business to come before the Board:

**Motion to adjourn.**

**Motion Made By:** Scott Ballenger  
**Motion 2nd By:** Rob Lill  
**All In Favor**  
**Motion Carried**

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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: April 18, 2013  
At 5:00pm in the Conference Room of 181 S. Main Street**