



Meeting Minutes:

Date and Time of Meeting: July 18, 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: Thomas Quade; Traci Kinsler; Sandy Bridenstine; Gwen Janeczek; Jane Manley; Butch Winslow; Tyler Pigman; Dr. Janchar; Brent Yager

Meeting Called to Order:

Angie Yazel called the meeting of the Board of Health of Marion Public Health to order at 5:00pm on Thursday, July 18, 2013.

Adoption of the Agenda:

Motion: To adopt the agenda.

Motion Made By: Butch Smith

Motion 2nd By: Scott Ballenger

Approved By Voice Vote

Minutes:

Motion: To accept the written minutes from the regular meeting of June 20, 2013 as presented.

Motion Made By: Brenda Wagner

Motion 2nd By: Carol Columber

Approved By Voice Vote

Open Forum:

None

New Business:

Motion: RESOLUTION NO: 2013-058: BE IT RESOLVED that the District Board of Health does hereby approve the Variance of Rule OAC 3701-29-20(C) ODH Special Device Approval and MPH Sewage Rules Chapter 29, Section 07(E)(3) as a performance based approval with conditions for the septic system at 1026 Drexel Ave. The conditions being that the leach lines have time dosing of flow, flow reduction, and if the system fails, the homeowner must replace the system and/or move the well at his expense.



Motion Made By: Butch Smith
Motion 2nd By: Brenda Wagner

Approved By Voice Vote

Motion: RESOLUTION NO: 2013-059: BE IT RESOLVED that the District Board of Health does hereby approve the Variance of MPH Sewage Rules Chapter 29, Section 07(E)(3) as a performance based approval with conditions for the septic system at 1027 Drexel Ave. The condition being that if the system fails or the system contaminates the well , the homeowner must replace the system or move the well at his expense.

Motion Made By: Carol Columber
Motion 2nd By: Scott Ballenger

Approved By Voice Vote

Old Business:

Sandy Bridenstine provided a written report as an update on current prosecution cases. Tom plans to set-up a meeting to talk with the judge to better understand the hearing process.

Environmental Report

The board reviewed the report submitted by Sandy Bridenstine. Sandy provided an update on the hydrant situation at the fairgrounds. Sandy and Tom will be meeting with the Fair Board President, Keith Seckel on July 25th to discuss the replacement of the old style hydrants.

Public Health Nursing Report:

The Board reviewed the nursing report submitted by Gwen Janeczek. The Handicapped Needs Fund will be transitioning to the Center Street Community Health Center. We will continue to manage and report on the approximately \$10,000.00 remaining in our HNF until the money is spent down on medically approved expenses.

WIC:

The Board reviewed the report provided by Jane Manley. Grant FY 2013 ends September 30, 2013. The funding for FY 2014 will be increased by \$3,055.00 over FY 2013.

Financial Report/Administrative Report:

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

Traci presented the following for board consideration:

- ✓ **certify additional revenue in the amount of \$7,777.50 in the following fund: 9152 Sewage Program Fund as follows:
9152 Sewage Program Fund: 91523337 ARRA HSTS Improvement Assistance**



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

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92023315 Contract Services	92023313 Equipment	\$4,000.00

- ✓ certify additional revenue in the amount of \$1,372.50 in the following fund: 9152 Sewage Program Fund as follows:
9152 Sewage Program Fund: 91523337 ARRA HSTS Improvement Assistance

- ✓ appropriation of the certified unappropriated carryover funds in the 9152 Sewage Program Fund and appropriated as follows:

<u>TO:</u>	<u>AMOUNT:</u>
91523337 ARRA HSTS Improvement Assistance Fund	\$1,372.50

- ✓ budget adjustment(s) in the following funds: 92227 Public Health Facility Fund:

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92273314 Improvements	92273324 Utilities	\$4,000.00

- ✓ appropriation of the certified unappropriated carryover funds in the 9227 Public Health Facility Fund and appropriated as follows:

<u>TO:</u>	<u>AMOUNT:</u>
92273310 Maintenance	\$11,342.88
92273324 Utilities	\$ 6,000.00

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

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92023302 Salaries	92023313 Equipment	\$3,000.00

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

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT:</u>
92023308 Insurance	92023311 Supplies	\$1,000.00

FINANCIAL MATTERS:

Requesting approval for the following financial transactions:

Motion: RESOLUTION NO: 2013-060 : BE IT RESOLVED that the District Board of Health does hereby approve payment of the bills and the financial transactions as presented.

Motion Made By: Brenda Wagner

Motion 2nd By: Butch Smith

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

Roll Call Against: None

Motion Carried



PERSONNEL MATTERS:

Motion: RESOLUTION NO: 2013-061 : BE IT RESOLVED that the District Board of Health does hereby approve time off without pay on July 29, 2013 for Kamalpreet Kawatra.

Motion Made By: Carol Columber

Motion 2nd By: Scott Ballenger

Approved By Voice Vote

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

OTHER MATTERS:

The Marion County EMA notified the health department that they are not accepting our offer of space to house the County EOC and that they have secured another space for that purpose.

Health Commissioner's Report:

Tom shared his plans to meet with each employee to lay out individual professional development plans. As we move forward we will use the framework of the public health competencies which will be in line with the accreditation process. The organizational chart will be restructured to redirect the Division Directors to report directly to the Health Commissioner.

Tom and Traci have discussed a next step of restructuring to Environmental Health, Community Health, and Clinical Health which would include WIC and Clinical Services.

By the next board meeting Tom will present revised policies and procedures for board consideration and approval.

Tom and Traci have discussed the need to better inform the public of what Marion Public Health is and the range of services that are offered. One plan is to reach out to the Marion Star for a monthly publication.

Brent Yager discussed the merger contract as it pertains to any carryover and payments made to the health district by the City.

Adjournment:

With no additional business to come before the Board:



Minutes From the Regular Meeting of the
Marion Public Health Board
Thursday, July 18, 2013 5:00pm
Conference Room of Marion Public Health

Motion to adjourn.

Motion Made By: Scott Ballenger

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:
August 16, 2013 5:00pm
Conference Room 128
Marion Public Health
181 S. Main Street
Marion, OH 43302**