



Meeting Minutes:

Date and Time of Meeting: September 19, 2013 - 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 19, 2013.

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

Members Absent: Rob Lill

Others Present: Thomas Quade; Traci Kinsler; Sandy Bridenstine; Gwen Janeczek; Abbey Trimble; Jane Manley; Tyler Pigman; Lisa Cook; Mrs. Marge Ferriman; Mr. & Mrs. Daniel and Mrs. McManus

Adoption of the Agenda:

Motion: To adopt the agenda as presented.

Motion Made By: Brenda Wagner

Motion 2nd By: Scott Ballenger

Approved By Voice Vote

Minutes:

Motion: To accept the written minutes from the regular meeting of August 15, 2013 as presented.

Motion Made By: Scott Ballenger

Motion 2nd By: Butch Smith

Approved By Voice Vote

Forum for Public Comment:

Mrs. Ferriman, Mr. & Mrs. Daniel, and Mrs. McManus, all residents of Wilson Drive, were present to discuss sewage system outlets and drainage issues on their properties. Tom directed Sandy to develop a 3 part plan of options for the homeowners.

Financial Report/Administrative Report:

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



Traci presented the bills and financial transactions for board consideration.

There are several of Out of District Travel & Meeting Requests In Excess of \$500.00 for board consideration (see attached list).

3 contracts were presented for board approval- Marion Landscape Service for snow removal; Ohio Insurance Services for renewal of the 2014 Employee Health Insurance Plan; Local Health Services Collaborative, LLC for the administration of billing for clinical services.

Jane Manley is retiring at the end of October and Abbey Trimble has accepted the position of WIC Director.

A WIC Nutritionist will be hired and due to the resignation of Gerrie Ross, a full time WIC Service Coordinator will be hired.

Kamalpreet Kawatra has resigned and we have posted Sanitarian positions on various sites.

A gas leak was discovered on the 2nd floor and Dave Roush Heating & Cooling in making the repairs.

WIC:

Jane Manley presented the WIC Report. WIC celebrated the August Breastfeeding Awareness campaign with several activities throughout the community. The WIC FY 14 grant funding was increased by \$13,055.00. Krystal Siler was recognized by the State.

Environmental Report

Sandy Bridenstine presented the EH Report. The Waldo Sewer Project is in schedule. New Food Code Books have been ordered. Sandy reviewed inspection statistics in all EH programs and also updated the board on pending prosecutions.

Tyler Pigman presented 2 options or methods used to establish the 2014 Proposed Food Program Fees. Sandy requested the board hold the 1st reading of the proposed 2014 EH Fee Schedule.

Public Health Nursing Report:

Gwen Janeczek presented the Nursing Report. The Nursing Division will begin the 2013-14 Flu Clinics with both walk-in and off site clinics. Gwen explained a collaborative with the Crawford-Marion ADAMH Board, Marion-Crawford Prevention Programs, Marion City Police Department, Marion County Prosecutor's Office, Marion County Sheriff, and the MARMET Drug Task Force to establish a voluntary school based drug screen program.

Medical Director's Report:

No report.



Health Commissioner's Report:

Thomas Quade provided an update on the Workforce development planning; Performance management planning; policy handbook and position description updates; Community networking; and State and National activities.

We are in the process of developing and improving our Community communication strategy using social media, digital and web based advertising as well as local news outlets to increase our visibility and highlight our accountability.

Board Action Items:

Motion: RESOLUTION NO: 2013-070: BE IT RESOLVED that the District Board of Health does hereby present the first reading of the 2014 Proposed Environmental Health Fees.

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

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-071 : 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: Scott Ballenger

Motion 2nd By: Butch Smith

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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-072 : BE IT RESOLVED that pursuant to ORC 3109.17 whereby an employee may only be reimbursed for out of district travel if that travel is approved by the Board, the District Board of Health does hereby approve the Out of District Travel as presented.

Motion Made By: Carol Columber

Motion 2nd By: Butch Smith

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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-073 : BE IT RESOLVED that the District Board of Health does hereby approve the service contract with Marion Landscape Service for snow removal services.

Motion Made By: Brenda Wagner

Motion 2nd By: Carol Columber



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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-074 : BE IT RESOLVED that the District Board of Health does hereby approve of and authorize the Health Commissioner to enter into the contract with the Local Public Health Services Collaborative, LLC in an amount not to exceed \$15,000.

Motion Made By: Butch Smith

Motion 2nd By: Dr. Patel

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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-075: Be it resolved that the District Board of Health does hereby approve of and authorize the Health Commissioner to enter into the contract with Ohio Insurance Services for the 2014 Health Insurance Package as presented.

Motion Made By: Scott Ballenger

Motion 2nd By: Carol Columber

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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-076: Be it resolved that the District Board of Health does hereby approve of and authorize the Health Commissioner to enter into the contract with CHC Software for renewal of a maintenance agreement.

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

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-077 : Be it resolved that the District Board of Health does hereby accept the resignation for retirement of Jane Manley, WIC Director, effective October 31, 2013.

Motion Made By: Scott Ballenger

Motion 2nd By: Butch Smith

Approved By Voice Vote



Motion: RESOLUTION NO: 2013-078 : BE IT RESOLVED that the District Board of Health does hereby approve the promotion of Abbey Trimble to the position of WIC Director, effective November 1, 2013.

Motion Made By: Carol Columber

Motion 2nd By: Dr. Patel

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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-079 : BE IT RESOLVED that the District Board of Health does hereby approve the hiring of Katrina Harwood effective September 23, 2013.

Motion Made By: Dr. Patel

Motion 2nd By: Scott Ballenger

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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-080 : BE IT RESOLVED that the District Board of Health does hereby approve increasing the hourly rate of Jessica Woods from \$14.42 to \$14.50 consistent with the salary range for the position of "Dietician Technician, Registered" effective September 23, 2013.

Motion Made By: Brenda Wagner

Motion 2nd By: Scott Ballenger

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

Roll Call Against: None

Abstain: None

Motion Carried

Motion: RESOLUTION NO: 2013-081 : BE IT RESOLVED Be it resolved that the District Board of Health does hereby accept the resignation of Kamalpreet Kawatra effective September 26, 2013.

Motion Made By: Brenda Wagner

Motion 2nd By: Dr. Patel

Approved By Voice Vote

Motion: RESOLUTION NO: 2013-082 : BE IT RESOLVED Be it resolved that the District Board of Health does hereby accept the resignation of Gerrie Ross effective September 13, 2013.

Motion Made By: Butch Smith

Motion 2nd By: Carol Columber

Approved By Voice Vote



Minutes From the Regular Meeting of the
Marion Public Health Board
Thursday, September 19, 2013 5:00pm
Conference Room of Marion Public Health

Adjournment:

With no additional business to come before the Board:

Motion to adjourn.

Motion Made By: Brenda Wagner

Motion 2nd By: Scott Ballenger

All In Favor

Motion Carried

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 17, 2013 5:00pm in Conference Room 128 of Marion Public Health
located at 181 S. Main Street; Marion, OH 43302**