



Minutes From the Regular Meeting of the  
Marion Public Health Board  
Thursday, October 17, 2013 5:00pm  
Conference Room of Marion Public Health

**Meeting Minutes:**

**Date and Time of Meeting:** October 17, 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, October 17, 2013.

**Roll Call- Members Present:** Scott Ballenger; Carol Columber; Rob Lill; Butch Smith; Brenda Wagner; Angie Yazel

**Members Absent:** Dr. Patel

**Others Present:**

MPH Staff- Thomas Quade, Health Commissioner; Traci Kinsler, Administrator/Fiscal Director; Sandy, EH Director Bridenstine; Gwen Janeczek, Nursing Director; Abbey Trimble, WIC Nutritionist; Jane Manley, WIC Director; Lisa Cook, Executive Administrative Assistant; Phil Winslow, DAC Chairperson, Dr. Leonard Janchar, Medical Director.

Public- Dr. Charles Garvin

**Adoption of the Agenda:**

**Motion: To adopt the agenda of the October 2013 Marion Board of Health meeting as presented.**

**Motion Made By:** Brenda Wagner

**Motion 2nd By:** Scott Ballenger

**Approved By Voice Vote**

**Minutes:**

**Motion: To approve the minutes of the September 2013 Marion Board of Health meeting.**

**Motion Made By:** Brenda Wagner

**Motion 2nd By:** Carol Columber

**Approved By Voice Vote**

**Forum for Public Comment:**

J. Charles Garvin, MD was present representing the Marion Kennel Club and the use of the Marion County Fairground as a temporary campground for dog shows. Dr. Garvin feels there is a problem with the communication and enforcement between the health department and the Fair Board. Dr. Garvin noted as an example there was a violation of the requirement of a complete registry or list of all dogs brought in for the



show to be on file with the Fair Board. The Kennel Club has this information available however the Fair Board did not provide the information upon inspection. Dr. Garvin expressed he did not feel the health department was user friendly but it was also noted that enforcement of code is necessary. The board added that there has been many challenges getting the Fair Board to comply with health board regulations and all parties present recognized the importance of health inspectors doing their due diligence.

#### **Financial Report/Administrative Report:**

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

Traci presented the bills and financial transactions for board consideration.

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

1 contract was presented for board approval- MARMET Drug Task Force to establish a voluntary school based drug screen program.

Traci presented other action items for board consideration: 2014 Holiday Schedule, closing office Friday, November 29th and 2 new hires.

We are working with Paul Omness from Burriss & Behne to get up to compliance with the 2nd floor renovations.

#### **WIC:**

Jane Manley presented the WIC Report to include an update on WIC Federal Funding, staffing changes and WIC program stats.

#### **Environmental Report**

Sandy Bridenstine presented the EH Report to include program updates and requested the 2nd reading of the proposed 2014 EH Fee Schedule.

#### **Public Health Nursing Report:**

Gwen Janeczek presented the Nursing Report to include an update on flu clinics. Gwen was asked to give a presentation on the Fungal Meningitis Outbreak at the AOHC Fall conference.

#### **Medical Director's Report:**

No report.

#### **Health Commissioner's Report:**

Tom Quade introduced Katrina Harwood and explained her involvement with the Accreditation process. Tom then presented a Conflict of Interest Policy for board consideration. He provided a brief overview of the Staff In-Service which included a United Way campaign kick-off and a review of our Safety Policy and Emergency



Procedures and he also provided and update on a Child Fatality Review training and the Pioneering Healthy Communities Leadership Team conference in Memphis as well as updates on State and National activities.

Tom is continuing to focus on professional networking with our community partners. Tom will be attending a Marion City Council Finance Committee meeting October 22nd.

**Board Action Items:**

**Second Reading of Resolution 2013-072, dated September 17, 2013**

**Be it resolved that the District Board of Health hereby accepts the Second reading of the 2014 Proposed Environmental Health Fees as approved in Resolution: 2013-072 dated September 19, 2013.**

**Resolution moved by:** Butch Smith

**Seconded by:** Rob Lill

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2013-083**

**Be it resolved that the District Board of Health approves the financial transactions and payments of bills as presented.**

**Resolution moved by:** Carol Columber

**Seconded by:** Scott Ballenger

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2013-084**

**Be it resolved that the District Board of Health approves the out of district travel as presented.**

**Resolution moved by:** Scott Ballenger

**Seconded by:** Butch Smith

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2013-085**

**Be it resolved that the District Board of Health approves the service contract with MARMET Drug Task Force**

**Resolution moved by:** Brenda Wagner

**Seconded by:** Carol Columber

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

**Against:** None



**Abstentions:** None  
**Disposition:** Carried

**Resolution: 2013-086**

**Be it resolved that the District Board of Health approves hiring Gregory Dion as a fulltime Registered Sanitarian effective Monday, October 21, 2013 and Barbara White as a fulltime WIC Service Coordinator effective Monday, October 21, 2013.**

**Resolution moved by:** Scott Ballenger

**Seconded by:** Butch Smith

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2013-087**

**Be it resolved that the District Board of Health does approve the 2014 Holiday Calendar as adopted by the Marion County Commissioners.**

**Resolution moved by:** Carol Columber

**Seconded by:** Brenda Wagner

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2013-088**

**Be it resolved that the District Board of Health does approve closing Marion Public Health on Friday, November 29, 2013 with employees using vacation, personal leave or comp time to be paid or approving time off without pay for any employee without paid time. Any employee opting to work will report this to their Division Director.**

**Resolution moved by:** Butch Smith

**Seconded by:** Scott Ballenger

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2013-089**

**Be it resolved that the District Board of Health declares support for the Marion County Board of Development Disabilities (MARCA) Replacement/Increase County Wide Levy.**

**Resolution moved by:** Brenda Wagner

**Seconded by:** Butch Smith

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried



**Resolution: 2013-090**

**Be it resolved that the District Board of Health declares support for the Marion County Children's Services Renewal County Wide Levy.**

**Resolution moved by:** Brenda Wagner

**Seconded by:** Scott Ballenger

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2013-091**

**Be it resolved that the District Board of Health adopts the policy regarding the avoidance of real and perceived conflicts of interest.**

**Resolution moved by:** Scott Ballenger

**Seconded by:** Butch Smith

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

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Adjournment:**

With no additional business to come before the Board:

**Motion to adjourn.**

**Motion Made By:** Butch Smith

**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:**

**November 21, 2013 5:00pm in Conference Room 128 of Marion Public Health  
located at 181 S. Main Street; Marion, OH 43302**