



Minutes From the Regular Meeting of the
Marion Public Health Board
Thursday, February 20, 2014
Conference Room of Marion Public Health

Meeting Minutes:

Date and Time of Meeting: February 20, 2014 - 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, February 20, 2014.

Roll Call- Members Present: Scott Ballenger; Rob Lill; Butch Smith; Angie Yazel

Members Absent: Dr. Patel & Brenda Wagner

Others Present:

MPH Staff and Others- Thomas Quade, Health Commissioner; Traci Kinsler, Administrator/Fiscal Director; Sandy, EH Director Bridenstine; Gwen Janeczek, Nursing Director; Abbey Trimble, WIC Director; Tyler Pigman, EH Sanitarian; Dr. Leonard Janchar, Medical Director; Katrina Harwood; Accreditation Coordinator/WIC Nutritionist; Lisa Cook, Executive Administrative Assistant; Phil Winslow, DAC Chairperson; Sheila Bennett, Administrative Assistant/Deputy Registrar

Public- None

Adoption of the Agenda:

Motion: To adopt the agenda of the February 2014 Marion Board of Health meeting as presented.

Motion Made By: Butch Smith
Motion 2nd By: Scott Ballenger

Approved By Voice Vote

Rob Lill read a Board of Health Proclamation and presented a certificate recognizing Sheila Bennett as the 2013 Marion Public Health Employee of the Year 2013

Minutes:

Motion: To approve the minutes of the January 16, 2014 Marion Board of Health meeting.

Motion Made By: Scott Ballenger
Motion 2nd By: Rob Lill
Approved By Voice Vote

Forum for Public Comment:

None



Financial Report/Administrative Report:

All expenditures and revenues have been reconciled with the County Auditor's Reports for the months of January.

Traci presented the bills and financial transactions for board consideration.

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

2 contracts were presented for board approval (see attached list).

Please like us on Facebook

Delivered nutrition education to 484 people in January

Attended 15 meetings related to emergency planning, increasing availability of healthy foods, and increasing support of breastfeeding, physical activity, creating tobacco free programming in underserved areas

3 newspaper articles and 1 radio appearance

257 birth certificates issued, 228 death certificates issued, 38 burial permits issued

WIC:

Abbey Trimble presented the WIC Report to include the implementation of Alcohol Screening and Brief Intervention. Abbey informed the board that our WIC program is above the caseload ceiling.

Currently there are 2 applicants for the Peer position.

Public Health Nursing Report:

Gwen Janeczek presented the Nursing Report:

ACA event successful – Enrolled 9 residents for healthcare

Precepting two nursing students – one from Otterbein University and one from Hondros College

TB cases continue

The Local Child Fatality Review Board met on February 19th to review the 2012 child fatalities.

Environmental Report

Sandy started out by informing the board that Tyler Pigman has been appointed as the Vice President of the Ohio Association for Food Protection.

The property 280 W. Fairground has been boarded up and a fence will be installed and plan of action has been implemented.



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MPH is hosting a Sewage Installer Meeting on March 27th to review changes in the Sewage Program Rules and a Housing Meeting April 9th intended to help inform landlords of potential public health hazards which will coincide with National Public Health week9th.

Sandy provided additional information on the Source Water Protection Monitoring Program.

Sewage (HSTS) Program- 2 alteration permits sold. These were WPCLF systems. They were both discharging aeration with UV tubes. 1 site review

Private Water (Wells)- 2 permits issued, 5 inspections

Rabies Program- 7 dog bites, 1 opossum bite-animal head sent to lab, negative for rabies

Plumbing- Waldo project Bill to meet with village council to update them on remaining homes and businesses not tied in yet. 5 commercial inspections and 14 residential inspections. Two new residential permits and Four remodels. One commercial remodel permit.

Food Program- License renewals during the month of February. During January, 120 inspections were made, 7% (8) re-inspections. 154 violations with 62% (95) being critical violations. One complaint. Vending-32 inspections completed, 1 violation.

Solid Waste- 5 nuisance complaints, 18 inspections, 40 % abated. 9 solid waste hauler inspections, one violation. One compost facility inspection, no violations.

Nuisances- 5 housing complaints received, one sewage, one animal, one insect, one rodent, two general. 82% abated

Condemnation updates- 516 Avondale Ave- meth house. Remains vacant.
376 Mary St-unsanitary conditions. Owners working on house, remains vacant.

Eugene Stanfield (531 Euclid)- Show cause to be re-scheduled

280 W Fairground St- accumulation of solid waste, unsecured property, repeat complaints. Property owner cleaned up and has turned in a plan of action to secure the property and prevent further illegal dumping.

Medical Director's Report:

Dr. Janchar was present. Dr. Janchar has been working with the Nursing Division on recent TB cases.

Health Commissioner's Report:

Mr. Quade provided the following updates:

Policy Manual – complete

Action requested: Requires BOH Approval

Performance Management System – complete

No action requested. First data will be collected for 1st quarter 2014

2013 Annual Report is on track for presentation to the DAC in March



Community Health Assessment -Contractor has begun mailing surveys – some glitches being worked out

Employee Feedback- Compiling aggregate data to share with senior leadership team

League of Women Voters to host Community Forum- Tuesday, April 15 (6:00-7:30pm at the Marion Public Library)

President's Comments:

The 2015 MPH Budget will be presented for approval at the March meeting so it will be crucial that we have a quorum present for the vote. The DAC meeting is March 5th.

Board Action Items:

Resolution: 2014-009

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

Resolution moved by: Butch Smith

Seconded by: Rob Lill

For: Scott Ballenger; Rob Lill; Butch Smith; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-010

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

Resolution moved by: Scott Ballenger

Seconded by: Rob Lill

For: Scott Ballenger; Rob Lill; Butch Smith; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-011

Be it resolved that the District Board of Health approves the Immunization Action Plan Grant contract with Kenton Hardin County Health Department not to exceed \$12,304.00 and Wyandot County Health Department not to exceed \$10,073.00.

Resolution moved by: Butch Smith

Seconded by: Scott Ballenger

For: Scott Ballenger; Rob Lill; Butch Smith; Angie Yazel

Against: None

Abstentions: None



Disposition: Carried

Resolution: 2014-012

Be it resolved that the District Board of Health approves the Spanish/English Interpreter Services contract with Chantelle Blackburn not to exceed \$1,000.00.

Resolution moved by: Butch Smith

Seconded by: Rob Lill

For: Scott Ballenger; Rob Lill; Dr. Patel; Butch Smith

Against: Angie Yazel

Abstentions: None

Disposition: Carried

Resolution: 2014-013

Be it resolved that the District Board of Health adopts the Marion Public Health Personnel Manual.

Resolution moved by: Scott Ballenger

Seconded by: Butch Smith

For: Scott Ballenger; Rob Lill; Butch Smith; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-014

Be it resolved that the District Board of Health denies the request for an extension for the license issued to J-Lenco, Inc.

Resolution moved by: Butch Smith

Seconded by: Rob Lill

For: Rob Lill; Butch Smith; Angie Yazel

Against: Scott Ballenger

Abstentions: None

Disposition: Carried

Resolution: 2014-015

District Board of Health will enter into Executive Session with the Health Commissioner to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Resolution moved by: Butch Smith

Seconded by: Scott Ballenger

Roll Call For: Scott Ballenger; Rob Lill; Dr. Patel; Butch Smith; Angie Yazel

Roll Call Against: None

Abstentions: None

Disposition: Carried



District Board of Health will come out of Executive Session.

Resolution moved by: Butch Smith

Seconded by: Scott Ballenger

Roll Call For: Scott Ballenger; Rob Lill; Dr. Patel; Butch Smith; Angie Yazel

Roll Call Against: None

Abstentions: None

Disposition: 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

Minutes respectfully prepared by Lisa Cook, Executive Administrative Assistant,
and submitted by Thomas Quade, Health Commissioner

NEXT MEETING OF THE MARION PUBLIC HEALTH BOARD:

**March 20, 2014 5:00pm in Conference Room 128 of Marion Public Health
located at 181 S. Main Street; Marion, OH 43302**