



Minutes From the Regular Meeting of the
Marion Public Health Board
Tuesday, April 15, 2014
Conference Room of Marion Public Health

Meeting Minutes:

Date and Time of Meeting: April 15, 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 Tuesday, April 15, 2014.

Roll Call- Members Present: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Brenda Wagner; Angie Yazel

Members Absent: Butch Smith

Others Present:

MPH Staff and Others- Thomas Quade, Health Commissioner; Traci Kinsler, Administrator/Fiscal Director; Gwen Janeczek, Nursing Director; Abbey Trimble, WIC Director; Tyler Pigman, EH Sanitarian; Katrina Harwood; Accreditation Coordinator/WIC Nutritionist; Phil Winslow, DAC Chairperson

Public- None

Adoption of the Agenda:

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

Motion Made By: Scott Ballenger

Motion 2nd By: Brenda Wagner

Approved By Voice Vote

Minutes:

Motion: To approve the minutes of the March 20, 2014 Marion Board of Health meeting.

Motion Made By: Dr. Patel

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 month of March.



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Traci Kinsler 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).

Facility Update- None

Administration Division Updates- Births in Marion: 77/ Birth Certificates issued: 380
Deaths in Marion: 60/ Death Certificates Issued: 233/ Burial Permits: 37

WIC:

Katrina Harwood presented the WIC report. The March caseload was 2,013. The new part time Peer Helper will start April 21st. By 2015 every local WIC agency in the State will be on EBT cards in place of paper coupons.

Our WIC office received the results from a 2012 State-wide participant survey with 41 local WIC participants surveyed and there were no concerns from the local results. To compliment the State-wide survey our local WIC will be completing a customer satisfaction survey.

Environmental Report

Tyler Pigman provided highlights from 2 recent presentations conducted by the EH Division- 12 LaRue residents attended a Mold Presentation held in LaRue for families still displaced by the December flooding and a Housing Seminar held at our office had 20 participants. Thomas Quade added that these are excellent examples of Public Health addressing local issues by acting as a resource to the community.

Tyler also presented the following program updates:

Sewage (HSTS) Program: 2 more systems approved through WPCLF to be installed in Oak Knoll –waiting on approval from EPA for the NPDES discharging permit

Private Water (Wells): 3 permits sold, 9 inspections

Rabies Program: 4 dog bite (2 vaccinated prior to bite), 4 cat bites and 1 wild animal/1 cat and 1 bat sent in for testing, both negative

Plumbing: 1 Residential and 7 Commercial Permits sold, 10 inspections (compared to 7 inspections in March of 2013)

Food Program: 60 Inspections conducted, identifying 44 violations with 27% being critical violations.

Solid Waste: 19 complaints, 41 inspections, 30% abated to date

Nuisances: 18 Housing complaints, 22 inspections, 38% abated to date

112 S Green St, Morral: Housing complaint received 4-1-14 from Fire Chief Spicer. Fire damaged house, rodents, unsafe, unsecured. Jerry Marquis inspected same day-verified complaint. Regional Planning working with bank on using NSP funds to demolish house. **(BOH Action Requested)**

531 Euclid, 4-19-11 Contempt hearing to be scheduled. Property is cleaned up, septic system remains.

Public Health Nursing Report:

Gwen Janeczek presented the Nursing Report to include an update on the Marion County Mumps cases- with 1 probable case and 1 suspected case.



CFHS 2015 Grant has been submitted in the amount of \$66,000.

Medical Director's Report:

Dr. Janchar was not present.

Health Commissioner's Report:

Mr. Quade provided updates on the following:

Supervisor Survey- Tom will use the results of both the job satisfaction survey and the recent supervisor survey to set targets in terms of our leadership team improvement plan.

Reorganization status update- The staff has been informed of the reorganization and it was explained as a process with an expectation of a period of time for transition for all the programs.

All-Staff Meeting was held 4/11/2014

Finance Study Findings and Recommendations- A draft version of the Executive Summary was available for the board to review. The official summary will be available at the presentation on Thursday 4/17. The summary will include how MPH compared to other merged LHDs; a recommendation of a balance of the total paid between City / non-City with a recommendation to carve out of City only services; and creating a cash balance policy establishing a cash balance amount or % of the budget.

Mr. Quade noted that as a result of the Finance Study, Traci Kinsler has developed a Marion Public Health Unrestricted Cash Balance Policy to be presented later in the meeting for Board of Health consideration.

President's Comments:

None

Board Action Items:

Resolution: 2014-028

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

Resolution moved by: Brenda Wagner

Seconded by: Scott Ballenger

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Angie Yazel; Brenda Wagner

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-029

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



Resolution moved by: Brenda Wagner

Seconded by: Dr. Patel

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Angie Yazel; Brenda Wagner

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-030

Be it resolved that the District Board of Health approves the Marion Public Health Unrestricted Cash Balance Policy.

Resolution moved by: Brenda Wagner

Seconded by: Scott Ballenger

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Angie Yazel; Brenda Wagner

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-031

Be it resolved that the District Board of Health declares 112 S Green St, Morral a public health nuisance due to conditions dangerous to health and life and does hereby require the owner and/or person(s) in charge to abate said nuisance by demolishing and properly disposing of demolition debris within 14 days. In addition it is ordered to use a licensed well driller to seal the existing well and must properly abandon the existing septic system within 14 days. Failure to comply with these orders will result in prosecution.

Resolution moved by: Dr. Patel

Seconded by: Scott Ballenger

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Angie Yazel; Brenda Wagner

Against:

Abstentions: None

Disposition: Carried

Resolution: 2014-032

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. At the conclusion of the Executive Session, the Board of Health may return to an open session to take further action as needed.

Resolution moved by: Brenda Wagner

Seconded by: Rob Lill

Roll Call For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Angie Yazel; Brenda Wagner

Roll Call Against: None



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Abstentions: None
Disposition: Carried

District Board of Health will come out of Executive Session.

Resolution moved by: Scott Ballenger

Seconded by: Butch Smith

Roll Call For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Angie Yazel; Brenda Wagner

Roll Call Against: None

Abstentions: None

Disposition: Carried

Adjournment:

Having no further business, the meeting was adjourned.

Motion to adjourn.

Motion Made By: Scott Ballenger

Motion 2nd By: Dr. Patel

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:

**May 15, 2014 5:00pm in Conference Room 128 of Marion Public Health
located at 181 S. Main Street; Marion, OH 43302**