



**Meeting Minutes:**

**Date and Time of Meeting:** October 23, 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, October 23, 2014.

**Roll Call- Members Present:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel

**Members Absent:** Excused: Rob Lill  
Unexcused: Butch Smith

**Others Present:**

MPH Staff and Others- Thomas Quade, Health Commissioner; Traci Kinsler, Administrator/Fiscal Director; Abbey Trimble, Population Health Director; Gwen Janeczek, Nursing Director; Katrina Harwood, WIC Director; Tyler Pigman, Environmental Health Director; Lisa Cook, Executive Administrative Assistant; Butch Winslow, DAC Chairperson; Stephanie Walton, WIC Nutritionist

Public- None

**Adoption of the Agenda:**

**Motion: To adopt the agenda of the October 23, 2014 Marion Board of Health meeting as presented.**

**Motion Made By:** Scott Ballenger  
**Motion 2nd By:** Tara Dyer  
**Approved By Voice Vote**

**Minutes:**

**Motion: To approve the minutes of the September 18, 2014 Marion Board of Health meeting.**

**Motion Made By:** Tara Dyer  
**Motion 2nd By:** Scott Ballenger  
**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 September.

Traci Kinsler presented the bills and financial transactions for board consideration.

Contract(s) requiring board approval were included in the Board of Health packet.

Electronic satisfaction surveys have been sent to funeral home directors/staff and the County Coroner's Office. The response to date is 4 surveys with completely satisfied across all questions.

Births in Marion: 108/ Birth Certificates issued: 285

Deaths in Marion: 58/ Death Certificates Issued: 249/ Burial Permits: 45

Traci presented a request for board approval of the 2015 Holiday Calendar as adopted by the Marion County Commissioners.

**WIC:**

Katrina Harwood presented the WIC report. The September caseload was 2,024. Katrina provided a brief update on clinic flow and nutrition counseling.

Katrina was selected to be part of the Risk Identification and Selection Collaborative (RISC).

Katrina presented samples of the 1,500 books being passed out through WIC as part of the Let's Read 20 collaboration. A big thank you went out to Rob Lill for volunteering his time and equipment to deliver the books.

Jennifer Scott will start October 27<sup>th</sup> as our new WIC Service Coordinator. Jennifer takes over the responsibilities of Alice Owens Scott.

**Environmental Report**

**Food**

Total inspections: 168 (Prior month: 53)

Number of inspections compared to the prior month: 115 more

Average violations per location: 1.88 (Prior month: 2.01)

**Pools**

Total inspections: 10

Number of inspections compared to the prior month: 17 less

**Wells**

New Private Water System Permits: 13

Number of Permits the prior month: 4



**Grass and Weeds**

Total Grass/Weed complaints: 12

Number of complaints compared to the prior month: 547 less

The EH Division is currently being audited by a standard on-site ODH Audit.

Tyler will present a plumbing inspection service contract with Delaware County General Health District.

Tyler presented the Proposed 2015 EH Fee Schedule and provided an overview of the cost methodology results for the Food, Sewage, Private Water, Pools, Solid Waste Hauler, Recreation Camps, and Body Art Programs.

**Review of Proposed Fee Structure and timeline:**

License Advisory Council Meeting 10/9/14

BOH 1<sup>st</sup> Reading 10/23/14

Public Hearing 11/19/14 (tentative)

The fee schedule goes out to ALL operators

BOH 2<sup>nd</sup> Reading 11/20/14

BOH 3<sup>rd</sup> Reading 12/18/14

**Population Health Report:**

Gwen Janeczek presented an update on Ebola and the Nursing Division transition.

Abbey Trimble provided information on the on-going effort to secure a Lead Poisoning Prevention grant.

Erin Creeden represented Marion Public Health at ODH earlier today to receive a Gold Level Award for the Healthy Ohio Healthy Community Program.

There are 2 Creating Healthy Communities Grant related contracts for the board to consider.

**Medical Director's Report:**

Dr. Janchar was not present.

**Health Commissioner's Report:**

For the Board of Health Continuing Education Plan Tom will meet with Dr. Patel to discuss how to access the CD.

MOU and Contract update: Township Trustees' meeting (9/18), Conversations with Mayor Schertzer and County Deputy Auditor (10/7)

Community Health Assessment update: Presentation at AOHC (9/23), new potential grant funding – workforce development planning

Retirements / Proclamations: Alice Scott (10/30 reception at 3:00pm), Viki Midlam (11/14 reception at 3:00pm)



Kansas Public Health Grand Rounds (10/22): 25 Sites around the state (local and state health departments & MPH students)

APHA annual meeting: Health Commissioner currently serving on the Executive Board and is running for the position of President-Elect. He also currently serves as Chair of the Search Committee for the next Editor in Chief of the American Journal of Public Health.

The Child Fatality Review Board met to complete the review of 2014 Infant/Child deaths. Health Commissioner pointed out to the board the hard work done by Lisa Cook to make the process more efficient.

United Way Campaign: Increased participation from last year and increased total donation amount with a 93% participation and a total of \$2,023.00

All-Staff Meeting (10/24): Accreditation, Public Health Competencies, Bridges Out of Poverty, Ethics & Health Equity, Fire Extinguisher training

**President's Comments:**

Board President, Angie Yazel added that the health department is working as a team and heading in a good direction. She shared comments from Jennifer Yeoman, daughter of Brenda Wagner. Brenda was very proud to serve on the board for over 29 years.

**Action Items:**

**Resolution: 2014-056**

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

**Resolution moved by:** Scott Ballenger

**Seconded by:** Dr. Patel

**For:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2014-057**

**Be it resolved that the District Board of Health does hereby present the first reading of the 2015 Proposed Environmental Health Fees.**

**Resolution moved by:** Tara Dyer

**Seconded by:** Dr. Patel

**For:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel

**Abstentions:** None

**Disposition:** Carried

**Resolution: 2014-058**

**Be it resolved that the District Board of Health approves the Delaware County General Health District contract for plumbing inspection services at \$60.00 for Commercial Inspections and \$50.00 for Residential Inspections and Commercial Plan Review Fee of 50% of the MPH adopted fee schedule.**



**Resolution moved by:** Scott Ballenger  
**Seconded by:** Dr. Patel  
**For:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution: 2014-059**  
**Be it resolved that the District Board of Health approves the contract with Kate Moening for the Safe Routes to School Training services for a total of \$300.00.**

**Resolution moved by:** Dr. Patel  
**Seconded by:** Scott Ballenger  
**For:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution: 2014-060**  
**Be it resolved that the District Board of Health approves the contract with North End Community Improvement Collaborative for training/technical assistance regarding strategies on improving local food access to Marion's food committee.**

**Resolution moved by:** Dr. Patel  
**Seconded by:** Tara Dyer  
**For:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution: 2014-061**  
**Be it resolved that the Board of Health approves the 2015 Holiday Calendar as adopted by the Marion County Commissioners.**

**Resolution moved by:** Dr. Patel  
**Seconded by:** Scott Ballenger  
**For:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution: 2014-062**  
**Be it resolved that the Board of Health declares from 12:30-4:30pm on December 24, 2014 to be a paid holiday and approves closing the health department on November 28, 2014 but not declaring it a paid holiday with the understanding that staff have the option of taking vacation or personal time for that day or to work that day.**

**Resolution moved by:** Dr. Patel  
**Seconded by:** Scott Ballenger  
**For:** Scott Ballenger; Tara Dyer; Dr. Patel; Angie Yazel



Minutes From the Regular Meeting of the  
Marion Public Health Board  
Conference Room of Marion Public Health

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Adjournment:**

Having no further business, the meeting was adjourned.

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