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 27th 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 1st Reading 10/23/14
Public Hearing 11/19/14 (tentative)
The fee schedule goes out to ALL operators
BOH 2nd Reading 11/20/14
BOH 3rd 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
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